



PULBOROUGH PARISH COUNCIL

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MINUTES OF A FULL COUNCIL MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 18th January 2024 AT THE VILLAGE HALL

PRESENT: Cllrs: Ellis-Brown (Chair), Campbell, Clarke, Esdaile, Hands (Vice Chair), Hunt, Lee, Marcussen, Martin & Riddle

IN ATTENDANCE: Mr H Quenault (Clerk) & 3 members of the public

The meeting opened at 7.30pm.

122. APOLOGIES FOR ABSENCE

Apologies were received as follows:

Cllr Lisette Trembling – Illness

Cllr Ruth Court - Illness

123. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest made. There were no changes to the Register of Interests.

124. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council from the following dates as a true and accurate record of the proceedings and these were duly signed by the Chair:

23rd of November – Full Council Meeting

125. COMMITTEE MEETING MINUTES

Members **RESOLVED** to **APPROVE** the Minutes, Reports and Recommendations of Committees (other than separate agenda items) as follows:-

PLANNING & SERVICES COMMITTEE

Members received the Minutes of the Meetings held on 23rd November 2023, 7th December 2023 and the 18th December 2023.

RECREATION & OPEN SPACES COMMITTEE

Members received the Minutes of the Meeting held on 9th November 2023.

126. ADJOURNMENT FOR PUBLIC SPEAKING

A representative from the Pulborough Community Partnership (PCP) addressed the Parish Council regarding their application for section 106 monies from Horsham District Council. They emphasised the need to use these funds for insulating metal containers, allowing preservation of community equipment in all weather conditions. The representative asked whether the Parish Council would consider its support for the planned work.

It was agreed that the Clerk should put this on the next agenda pending availability of District Colleagues.

The Chair clarified that this matter wasn't on the agenda for a council decision at this stage, but rather for noting, with a formal decision to follow later.

The Chair expressed gratitude to the representative for their informative presentation and moved onto the next agenda item.

127. NETWORK RAIL BRIDGE UPDATE – NEW PLACE NURSERIES

Leyla Amir-Alikhani, a Network Rail representative was invited to discuss the proposed bridge connecting the existing right of way (2330) across the railway tracks near New Place Nursery. The representative elaborated on the design concept, favouring a stepped design for its suitability in the area and provided rough drawings along with insights into the need for this design due to the potential developments at New Place Nurseries. Notably, the right of way in question is Footpath 2330 and has a high usage level.

Two options were considered: a stepped footbridge at a cost of £1.3 million and a ramped footbridge priced at £2.5 million. The idea of initially constructing a stepped footbridge with the potential for future conversion to a ramped bridge was presented. The consideration for a stepped footbridge is being driven by budget constraints and land acquisition.

A previous estimate was completed by HDC with a cost of £600,000, compared to the £1.6 million required for a ramped version, this may not have taken into consideration that the bridge would be crossing a live railway. Concern was raised at the costings presented for both options. A section 106 contribution of £300,000 is available for the project, designated for highways improvements.

The decision-making process involves evaluating the feasibility of constructing a bridge near a live railway track, with the added complexity of a steep 80-meter incline on the stepped footbridge. The cost of shutting down the track for each day of construction or issue is deemed prohibitively expensive and means that the liability makes any proposition comes with high risks.

A Councillor raised serious safety concerns if this was not a ramped bridge as a stepped bridge would limit accessibility for parents with pushchairs and young toddlers as well as those with disabilities. A discussion was had about the need to start with a ramped approach given the expected level of pedestrian usage. Network Rail cited budget constraints limiting the ability to contribute funds to the project. However, another Cllr suggested potential funding for a safety need could be found from Network Rail's 5-year £8 billion allocation for the south region that starts in April.

It was agreed to bring the matter to the planning committee for further consideration but at this stage the Parish Council could not support Network Rail's plan.

The chair expressed gratitude for the presentation and moved onto to the next agenda item.

128. DISTRICT & COUNTY REPORTS

West Sussex County Council Report:

The County Councillor was not present and there was no report. There was a comment over the lack of attendance by County Councillor and this would be forwarded on by the Clerk.

Horsham District Council Report:

Tomorrow marks the commencement of the local plan, with the consultation process available online. A hard copy is available at the Pulborough Library.

There is contemplation regarding the feasibility of implementing a one-hour free parking policy. Although considered unlikely, there is an intention to establish a budget for this endeavour, potentially exploring the option of introducing a voucher scheme.

A concern from the Clerk was raised regarding the defunct SFYP youth initiative and why there was no communication from HDC about a replacement service. Cllr Campbell would action this responsibility and provide an update.

Outlined within the local plan are four key priorities aimed at fostering a vibrant and thriving community.

A noteworthy addition to Section 19 of the Local Plan introduces new elements that are anticipated to bring significant benefits. Recognition and gratitude are extended to Cllr Clarke for his dedicated efforts in shaping and advancing these developments.

Members **NOTED** the District & County Reports.

129. PRESS & PUBLIC EXCLUSION

The Council **RESOLVED** to exclude the Press and public from the next agenda item.

130. CO-OPTION OF NEW COUNCILLOR

The Clerk introduced the two candidates and outlined the decision-making process.

Both candidates were temporarily excused as the council deliberated on the co-option.

Comments were made that both applicants had excellent credentials. It was noted that one of the candidates had very narrowly missed out on being elected in May and had shown a key interest in becoming a Councillor. A concern about a potential conflict of interest were raised.

After a vote, the Council **RESOLVED** and co-opted Sharon Curd as a councillor.

The Chair temporarily suspended the meeting at 20:07 for the Clerk to inform both parties of the decision.

Upon reconvening at 20:12, the Chair moved onto the next agenda item. The public returned to the room.

131. VACANCIES ON COMMITTEES

Planning Committee

The Council **RESOLVED** to elect Cllr Esdale as Chair for the Planning Committee. The Council **RESOLVED** to elected Cllr Marcusson as a new member to the Planning Committee.

Finance Committee

The Council **RESOLVED** to elect Cllr Cambell as Vice-Chair for the Finance Committee.

Staffing Sub Committee

The Council **RESOLVED** to elect Cllr Lee as a member for the Staffing Committee.

132. PLANNING COMMITTEE CHANGES

The Clerk introduced the topic and presented his recommendation (Appendix A). This led to subsequent discussion.

The Council **RESOLVED** to increase the numbers of the Planning Committee from 7 to 9.

The Council **RESOLVED** to increase the quorum from 3 to 4 members.

The Council further **RESOLVED** to elect Cllr Curd (subject to her signing the acceptance of office) & Cllr Martin as new committee members.

133. WARDEN REPORTS

Recognised as a well-presented report, the examination delves into their current accomplishments. Specifically addressing the progress made, it is advisable to integrate the communication regarding mileage amount into the steering section for enhanced clarity.

Members **NOTED** the Warden's Report for October & November.

134. EVENTS WORKING GROUP

The Chair introduced the working group concept.

The Council **RESOLVED** that an events working group is created, agreed with the terms and references as stated in appendix C and included the following members:

1. Cllr Kevin Lee
2. Cllr Len Ellis Brown
3. Sharon Curd
4. Cllr Campbell
5. Maria Lee

135. PRESS & PUBLIC EXCLUSION

The Council **RESOLVED** to exclude the Press and public from the next agenda item.

136. SPORTS & SOCIAL UPDATE

The Clerk introduced the outline report that was produced in partnership with the Sports Pavilion working group committee. Due to meeting issues and rescheduling, the Clerk expressed apologies and provided the document tonight, acknowledging potential unanswered questions due to limited time for review. It was emphasised that the document is conceptual, not concrete and due to time constraints, required consideration by the Full Council tonight. The Clerk recommended accepting the document. Members from the working party made comment over the unanimous acceptance of the document within their meetings.

After deliberation, the Council **RESOLVED** to grant until midnight on Monday, January 22, 2024, for members to submit comments to the Clerk. Otherwise, the document, in its entirety, would be retained and approved by the Council.

The public then returned to the room.

137. BOILER ISSUE – SPORTS & SOCIAL CLUB INTERNAL BOILER – EMR EXPENSE

The Clerk presented two quotes and addressed the hot water issue faced by the sports and social club, given our position as the landlord. It was imperative to resolve this matter. Although there were discussions about potentially adopting a greener solution, the pressing need for immediate action on the boiler took precedence. The Clerk raised the concern that one of the quotes was mistakenly directed to the wrong social club. Additionally, it was noted that the VAT element from the VAT-registered company could be reclaimed, as mentioned by the Clerk.

The Council **RESOLVED** that we use Kidwell Plumbing for a new internal domestic boiler used to provide hot water to the bar, toilets and sinks. Expense will be taken from Earmarked Reserves.

138. CHAIR'S ANNOUNCEMENT

The Chair provided the committee with updates on recent meetings, starting with a discussion with the MP about Pulborough Parish Council's objectives and strategies.

The MP expressed support and offered assistance with various projects, including collaboration on the MUGA with the Clerk.

Another meeting involved engaging with the Pulborough Community Partnership (PCP) to update them on progress and understand their community role.

The committee was briefed on the internal workings of the pantry, encompassing everyone associated with its operations, including the local community. Gratitude was expressed to individuals like Cllr Lee, Maria Lee, volunteers, Cllr Mote and businesses such as Howdens, LMC Autos, Martin Lundy Lester and Cubist & West. Proper allocation will be submitted to the finance department for approval next week. This guarantees a dedicated examination of the accounts to synchronize with the funding and contribute to the council's benefit.

Concluding the updates, it was highlighted that, with no further amendments needed, the previously decided budget and preceptual amount would be submitted in accordance with November's decision, reflecting a 5.34% adjustment.

These reports were **NOTED** by the committee.

139. REPRESENTATIVES ON OUTSIDE BODIES

Arun Rail Conservative group: Cllr Mote updated committee over recent meetings. In collaboration with Cllr Paul Clarke, discussion centred on matters concerning the A283. They approached a drainage expert (working with Network Rail) and WSCC and were pleased to update committee that a formal plan will be made to address the drainage. In collaboration with Network Rail, it was noted that potential funding from the drainage solution could be requested from the developers nearby to the railway. It was emphasised that Network Rail do have a fund for improving safety measures. In other news, the conservation group were involved in the admirable restoration of the signal box for community use. The group aims to facilitate tourism through projects like model railways and arts initiatives. For the Cinder path, there are plans for path widening, adequate lighting and securing funding.

Transport Update: It was brought to the committee's attention that the A283 will require a road closure as the repairs that were completed recently have already started cracking up and as a result will need redoing. It was also noted that tree work will be needed at Church Hill (A29) and will result in a two-three-day closure. It was noted that no date has been given yet.

PDCCA: A generic update was given due to it being a umbrella organisation overseeing various clubs, prioritises finance and addresses declining numbers in some groups. The focus is on utilising our volunteers for events and amplifying their impact.

There's a report of a new Kurdish Barber shop in the village.

Additionally, a meeting at Storrington PC addressed potential traffic resolutions, suggesting collaboration on future matters.

The upcoming theme for volunteering is at the next village market.

140. PAYMENTS

A S Electrical	156.00
Maximus Tree Care	360.00
Kevin Lee Expenses	487.90

Harry Quenault Expenses	32.02
Natalie Smilie Expenses	30.00
Laser	528.06

The meeting closed at 9.01pm.

.....Chair

.....Date