



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

**ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA.**

**ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE MEETING.**

You are hereby SUMMONED to an Ordinary Meeting of Pulborough Parish Council which will be held at **Pulborough Village Hall** on **Thursday, 18<sup>th</sup> April 2019 at 7.30pm.**

**Heather Knight  
Clerk**

**Dated: 11<sup>th</sup> April 2019**

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## **AGENDA**

- 1. Apologies for Absence**  
Chairman's welcome and to approve apologies for absence.
- 2. Declarations of Interest and Changes to Register of Interests**  
To receive Councillors' declarations of interest on any of the agenda items and to note any changes to Councillors' Register of Interests.
- 3. Minutes of Full Council**  
To approve the Minutes of the Council Meeting held 21<sup>st</sup> March 2019 (attached), and to receive the Clerk's report on issues raised at the meeting.
- 4. Committee Meeting Minutes**  
To receive and consider Minutes, Reports and Recommendations of Committees (other than separate agenda items):-
  - 4.1 Planning and Services Committee**  
To receive the Minutes of the Meetings held on 21<sup>st</sup> March and 4<sup>th</sup> April 2019 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meetings.
  - 4.2 Recreation and Open Spaces Committee**  
To receive the Minutes of the Meetings of the Committee, and Advisory Committee, held on 14<sup>th</sup> March 2019 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meeting.
  - 4.3 Finance and Policy Committee**  
To receive the Minutes of the Meeting held 28<sup>th</sup> March 2019 (attached unless previously circulated), **including recommendations for adoption of the policies listed below**, and to receive the Clerk's report on issues raised at the meeting.
    - Training & Development Policy
    - Equality & Diversity Policy
    - Staff Recruitment Policy
    - Disciplinary Policy
    - Grievance Policy

**5. Adjournment for Public Speaking:-**

The Chairman will invite those residents who have given formal notice to speak once only in respect of:

- a) business itemised on the agenda and residents shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents' group
- b) if time permits, any other business not itemised on the agenda for which no discussion/decision is permitted, and residents shall not speak for more than **2 minutes**

**6. District and County Reports**

To receive reports from the District and County Councillors present.

**7. Sports Pavilion Rebuild Project**

To consider outline revised proposals and estimated project costings by Studio 5 (copied to Council) and to receive verbal update on project development.

**8. Pulborough Neighbourhood Plan**

To receive verbal progress report on the draft Neighbourhood Plan, site assessment work and pre-Regulation 14 work.

**9. Community Youth Worker**

To note formal Agreement with Sussex Clubs for Young People Ltd. Is now in place for the provision of youth services from 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

**10. Neighbourhood Wardens**

To note Neighbourhood Wardens' April report (*attached*), Steering Group meeting on 15<sup>th</sup> April 2019, and any recommendations.

To note HDC projected 2019/20 costs for the Pulborough Scheme (*attached*) and to consider signing of new three year Agreement for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2022.

**11. Registering an Asset of Community Value – Pulborough RC Church and Car Park (referred from FC meeting 21<sup>st</sup> March 2019)**

To note information collated to enable an application to be made and consider whether to approve such application – Cllr Tilbrook to report (*papers to follow*). (FC 22.11.18 Min. 123, FC 17.01.19 Min. 138, FC 21.02.19 Min. 146 and FC 21.03.19 Min. 167 refer).

**12. Annual Parish Meeting**

To consider arrangements for APM on Thursday 9<sup>th</sup> May 2019, including agenda topics, and to approve estimated cost of producing the Council's Annual Report (estimate copied to Council)

**13. Parish Council Elections**

To note nominations and uncontested election of 12 Councillors on 2<sup>nd</sup> May 2019, and resulting 3 vacant seats for co-option.

**14. Councillor Induction and Training**

To consider induction and training of new Parish Council administration. Potential options for SSALC training are Tuesday 21<sup>st</sup> May at Billingshurst Community Centre, at a cost of £70 + VAT per delegate, or Tuesday 11<sup>th</sup> June at Pulborough Village Hall, at a cost of £45 + VAT per delegate plus venue hire and refreshment costs, both options from 6-9pm. (Details forwarded to Cllrs)

- 15. Sussex Association of Local Councils (SALC meeting with Chief Constable of Sussex Police on Friday 24<sup>th</sup> May 2019)**  
To consider whether the Council wishes to raise any strategic or unresolved topics for discussion at SALC biannual meeting with Giles York, Chief Constable of Sussex Police. (Deadline for requests Thursday 9<sup>th</sup> May 2019).
- 16. Pulborough Duck Race**  
To note arrangements of Pulborough Duck Race event on Saturday 15<sup>th</sup> June 2019 and consider whether the Council wishes to book a PPC stand.
- 17. Village Market**  
To agree rota of Members to cover the Parish Council stand at the market on Saturday 27<sup>th</sup> April 2019.
- 18. Representatives on Outside Bodies**  
To receive reports from Members representing the Council on other organisations.
- 19. Correspondence**  
To note items of correspondence as per list circulated (*copied to Council*).
- 20. Items for Next Agenda**  
To note items put forward - Members' submissions to be followed up as written proposal and objective, with 7 clear days' notice in advance of agenda (*excludes date of agenda issue and date of meeting*).
- 21. Payments**  
To approve the payments list for signing (*details to be circulated prior to meeting*).