



**PULBOROUGH PARISH COUNCIL**  
*Working together for a better future*

## **PULBOROUGH PARISH COUNCIL**

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### **MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 25<sup>TH</sup> NOVEMBER 2021 AT THE VILLAGE HALL**

**PRESENT:** Cllrs: Hare (Chairman), Clarke, Ellis-Brown, Esdaile, Henly, Hunt, Kay, Kipp, Lawson and Santo.

**IN ATTENDANCE:** Mrs H Knight (Clerk),  
C.Cllr C Kenyon (WSCC) (*part of meeting*)  
3 members of the public (*part of meeting*)

*The meeting opened at 7.36pm.*

#### **82. APOLOGIES FOR ABSENCE**

Apologies for absence were received and reasons approved from Cllr Court and Cllr Riddle.

#### **83. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS**

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

#### **84. MINUTES OF FULL COUNCIL**

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council held on 21<sup>st</sup> October 2021 as a true and accurate record of the proceedings and that the Chairman duly sign them.

##### Clerk's Report

Min. 67: Clerk's Report: St Mary's School - PTA Fireworks Event. The event had taken place as planned, no reports of complaints or problems had been received.

##### RBL Tommy Silhouette

The Clerk reported that the Council's two 'Tommy' silhouettes had as usual been positioned at the Memorial Garden and the village entrance from Billingshurst for the November remembrance period. Unfortunately the Codmore Hill one had been stolen within a day or so. Police and Neighbourhood Wardens have been notified but it has not been recovered.

#### **85. COMMITTEE MEETING MINUTES**

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

##### **68.1 Planning & Services Committee**

Members received the Minutes of the Meetings held on 21<sup>st</sup> October and 4<sup>th</sup> November 2021. There was no Clerk's report.

##### **68.2 Recreation & Open Spaces Committee**

Members received the Minutes of the Meeting held on 14<sup>th</sup> October 2021. There was no Clerk's report.

**68.3 Finance & Policy Committee**

Members received the Minutes of the Meeting held on 28<sup>th</sup> October 2021. There was no Clerk's report.

Members considered the previously circulated recommendations from the Committee. It was **RESOLVED** to approve the Committee recommendations for Grant Aid 2021/22 awards from the £2,000 budget allocation as follows:-

<u>Organisation</u>	<u>£</u>	<u>Power used</u>
PDCCA Community Transport	350	LGA 1972 s142(2a)
St Mary's Church PCC (grounds)	500	LGA 1972 s214 (2) (6)
Victim Support Sussex	100	LGA 1972 s137
Pulborough Cricket Club	0	-
Pulborough Community Land Trust	400	LGA 1972 s137
4Sight Vision Support	150	LGA 1972 s137
Beat Responders	300	Public Health Act 1936 s234
Storrington & Arun Valley SWT	100	LG (Misc Provs) Act 1976 s19
West Sussex Mind	100	LGA 1972 s137

**86. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed Mr T Hayes, who had registered to speak regarding item 7, and invited him to speak.

The meeting was adjourned from 7.40-7.46pm whilst he addressed Members.

During the meeting, Mr Hayes spoke about his role building up and running the Pulborough youth football teams, which were growing: The teams had block bookings to use the Council's multi-sports facility (MUGA) but unfortunately this was very outdated and becoming unsafe due to the deteriorating surface condition. He had MUGA provision industry experience and in liaison with the Council had provided some estimated costings for a much needed replacement facility. He was happy to answer any queries and advise the Council further if wished.

**87. DISTRICT AND COUNTY REPORTS**

C.Cllr Kenyon reported on several items and exchanged information with Members in discussion: It was noted that WSCC could not after all assist with equipment loan for the Millennium Clock repair and PPC is looking at alternatives. Cllr Kenyon was aware of the various correspondence about the traffic issues with Swan Corner and the A29 and had a site visit on 04/11/21 with the Head of Highways. The designation of the road as an A road limits solutions, as do the narrow pavements in the vicinity. Cllr Kenyon agreed to email the Clerk with an update on their findings.

Cllr Clarke gave apologies on behalf of District Cllrs Van Der Klugt and Donnelly. D.Cllr Clarke reported that a new leader of HDC was being appointed that evening, following his resignation of the position. The main ongoing issue at HDC is dealing with the water neutrality situation.

**88. PROPOSALS FOR NEW MULTI USE GAMES AREA (MUGA)**

Members considered the two estimates provided. The Clerk advised that a third had been sought but no response received. Members were asked to consider whether to submit a grant application for CIL funding to the SDNP, including seeking match funding from HDC which SDNP had indicated would be expected, for either a new/replacement MUGA or for a resurfacing project only.

During lengthy debate, several points were noted by Members: If HDC S106 funds were applied for, this would deplete the 'pot' potentially available for the sports pavilion project; Whilst it would be possible to do a temporary/patch surface repair and delay

complete renovations or surfacing, this would not be cost effective in the longer term; It would be possible to repair the entire surface only, without renewing fencing but, again, this would be more expensive in the long term since the fencing was also deteriorating and would cost more to remove later, possibly also damaging the new surface; The football club groups would prefer a 3G surface, whereas the netball club would prefer a polymeric surface; Other sources of funding could be investigated as well as SDNP CIL money.

The Clerk advised Members that in any event, the current surface needed replacing however it was funded as the condition had deteriorated badly. Following discussion, Members decided that they did not have sufficient information on which to decide and that a professional specification was needed to obtain firm figures: The Clerk was instructed to develop such specification brief in liaison with Cllrs Hunt and Ellis-Brown, for the Recreation & Open Spaces Committee to consider at the January meeting.

**RESOLVED:** To draw up a specification to obtain quotations for options of a) surface replacement only and b) for a complete replacement facility, including fencing, for referral to the Recreation & Open Spaces Committee; To check any available grant sources; The Committee to approve final funding application submission.

#### **89. LAMP POST POPPY SCHEME**

The Clerk reported for consideration a request from a resident that the Council purchase and install lamp post poppies from the Royal British Legion scheme in future. If this was supported, there was no current budget allowance so this would have to be incorporated. It was understood the poppies cost £3 per lamp post. The Clerk further advised that Billingshurst PC paid a contractor to install and remove them, whilst in another parish in an adjoining district the poppy scheme was run by the local village conservation society. Members did not wish to pursue this due to the high potential for the poppies to become tatty or damaged, and the lack of resourcing to install/remove/store them, noting that many lamp posts in the main roads had very narrow pavements, posing a highways safety issue for installation. A suggestion was made that The Pulborough Society may be interested in following the request up.

**RESOLVED:** The Parish Council would not pursue purchasing RBL poppies but would ask The Pulborough Society whether they would be interested in looking into this for adoption by that organisation.

#### **90. DRAFT BUDGET 2022/23**

Members had received draft budget proposals V3 from the Finance & Policy Committee for initial views, before final decision by Council at the 20<sup>th</sup> January 2022 meeting. This proposal required a precept of £257,362, resulting in a Band D annual cost of £99.23, which would be a 2.5% increase of £2.42 on the current year Band D of £96.81.

The Clerk circulated a further option, V4, which included an additional £5,000 for the new MUGA resurfacing, giving a total of £10,000 to this cost centre expenditure. The precept required would then rise to £262,363, giving a Band D equivalent of £101.16 which would be a 4.49% or £4.35 increase on the current figure. The Clerk reminded all that a minimum of resurfacing would have to be funded or risk the facility having to close for safety reasons. Members did not feel at the present that the additional increase in precept could be justified and wished to leave V3 proposals as the preferred option. Final decisions would be made at the January Full Council meeting, subject also to any other financial considerations arising.

#### **91. GATWICK AIRPORT – DEVELOPMENT PROPOSALS**

Members had received details of public consultation by Gatwick Airport Ltd on its proposals to develop the emergency runway (northern runway) as a second runway, the deadline for comments being 1<sup>st</sup> December 2021. Members had also been copied the

slide presentation by Gatwick's Big Enough, recently discussed at an HDC facilitated meeting and at an APCAG parishes meeting. Following discussion, it was **RESOLVED** that the Council would respond to the consultation objecting to the proposals: The Clerk would use the GBE points as a base for the Council's response, liaising with the Chairman regarding wording of the final submission.

**92. NEIGHBOURHOOD PLAN**

There was no further progress to report, as updates from Horsham DC pending the impact of the water neutrality situation were still awaited.

**93. SPORTS PAVILION**

There was no further progress to report whilst the water neutrality situation was still being assessed. The Clerk confirmed that she had today received confirmation from the architect that he was liaising with the appointed planning consultant and ecological survey consultant for advice on producing a Water Neutrality Statement for the planning application. He had also forwarded an email dated 24.11.21 from HDC to applicants. This advised that decision making had not been suspended but that many applications will not be determined within the 8 weeks target and are unavoidably delayed; that HDC is liaising with Natural England who are producing a FAQ sheet for developers; that HDC will be updating their website with further advice and guidance on water neutrality; and that HDC is continuing to liaise with impacted neighbouring authorities together with Southern Water, Natural England and the Environment Agency to seek a solution to the matter.

**94. NEIGHBOURHOOD WARDENS**

The Clerk updated Members: Response to the initial advert had been disappointing but HDC had shortlisted and interviewed two candidates from applications they received. Arrangements were made for the Parish Council panel to meet one candidate the following Monday 20<sup>th</sup> November. This had been delayed for unavoidable circumstances. Unfortunately, the second candidate had subsequently withdrawn their application. HDC was imminently progressing re-advertising the position/s which had been held off. It seemed unlikely that the positions would be filled together or before February 2022.

**95. PULBOROUGH VILLAGE MARKET**

The next market would take place on Saturday 27<sup>th</sup> November, with the Christmas market on Saturday 11<sup>th</sup> December 2021. It was **AGREED** that Cllr Henly would attend from 9.30am to close for the November market, and that Cllrs Henly and Ellis-Brown would cover the December market.

**96. REPRESENTATIVES ON OUTSIDE BODIES**

Brief reports were provided by those Cllrs representing the Council on outside bodies or meetings:-

- Cllr Hare reported on his attendance as Chairman at last night's PCP meeting (24.11.21) which several other parish councillors also attended. PCP had indicated they would be willing to try to help with fundraising for the new MUGA facility.
- Cllr Hunt reporting on the local Pulborough Rewilding project (Sussex Wildlife Trust project); Funding from the Government's Welcome Back Fund had been successfully applied for from HDC for six trees in planters along Lower Street to be installed;
- Cllr Hare reported that as Chairman he had laid the RBL wreath at the Remembrance Service at St Mary's Church;
- Cllr Ellis-Brown gave a brief report on the councillor training he had attended which he had found very useful;
- Cllr Esdaile briefed all on a project identifying ancient trees (Sussex Wildlife Trust project);

- Cllr Esdaile and the Clerk reported briefly on the quarterly Sussex PCCO parishes forum they attended;
- Cllr Hunt reminded all again about the late night shopping openings and entertainment planned for Thursdays in December up to Christmas (Pulborough Association of Traders plans).
- Cllr Henly reported that the PDCCA was seeking new volunteers to enable the Wednesday Club to revert to previous afternoon activity.

**97. CORRESPONDENCE**

The Correspondence was noted (previously circulated to Council) and is attached as Appendix 1.

**98. CHAIRMAN'S ANOUNCEMENTS AND URGENT MATTERS**

None.

**99. PAYMENTS**

Members had received the list of Payments for Authorisation. It was **RESOLVED** to approve these, detailed below, and that the payments list and invoices be duly signed.

<b>Payee</b>	<b>£</b>
Kent County Council	£139.61
Saunders Specialised Services Ltd	£521.70
Pulborough Social Centre	£41.22
Pulborough Social Centre	£196.10

***The meeting closed at 9.07pm.***

.....Chairman

.....Date

**CORRESPONDENCE****Appendix 1****WSSC**

- News release 14.10.21: Verging on perfection – stunning West Sussex road verges with flourishing flora and fauna receive rave report from consultant ecologist/butterfly expert Neil Hulme who works closely with WSSC and SDNP.
- Member's Newsletter Highways, Transport and Planning – October 2021
- News release 25.10.21: West Sussex gets share of Safer Streets Fundig.
- News release 28.10.21: Verges' potential explored to help tackle biodiversity crisis.
- News release 02.11.21: Global challenges and county-wide transport and highways initiatives.
- Email 11.11.21: Your latest news on Covid-19; recycling centres consultation; EV chargepoint rollout in West Sussex; Remembrance Sunday, and more.

**HDC**

- Newsletter email 18.10.21: Warnham's new Discovery Hub; Water neutrality and planning implications; Warm home Discount scheme; Get chatty to improve your mental health; Sad passing of Cllr Roy Cornell.
- Email 27.10.21 from Economic Development Officer: update re Digital Screens in Rural Car Parks – As per Gov instruction, some Covid messaging will continue to be shown as small part of the new "Welcome Back" tourism messaging going live. Content has been reworked to have the 'touch' element of screens turned off for foreseeable future. New content has QR codes presented on a rolling programme of screens pointing people towards information available via local tourism websites plus Experience West Sussex website.
- Email 11.11.21 from Environmental Coordination Manager: Development of an Electric Vehicle Charge Point Network – West Sussex councils have partnered to launch the West Sussex Chargepoint Network with Connected Kerb supplying, installing and maintaining county EV chargepoints. To ensure that these are located in the best places for residents HDC will be undertaking network planning work over the coming months to determine first stage locations. HDC will be contacting parish councils to discuss local needs early next year. Meantime uwe this link <https://www.connectedkerb.com/west-sussex-chargepoint-network> to register your interest in having electric vehicle chargepoints installed. **Members may wish this to be a future agenda item.**
- Email 21.10.21 from Voluntary Sector Support Lead: Notes of Pulborough Community Volunteer Forum meeting held 12.10.21.
- Email 11.11.21 from Economic Development Officer: Welcome Back Funding – Instagram Project Introduction of Pam Foden Associates, recently appointed by HDC tjo deliver free training and advice to businesses and communities on how to maximise Instagram as a promotional tool, and an opportunity to apply for up to £500 grant funding to create an 'Instagrammable Space' in business/community high streets. Email to Clerks and Community Partnerships from Pam Foden outlining the offer of workshops and meetings.

**NALC**

Chief Executive's e-bulletin 05.11.21: Engaging with Government; Climate Change; Business in the community inquiry.

**HALC**

- Email 21.10.21 from Chairman of HALC (Malcolm Eastwood) attaching press article of his recent interview with County Times about Horsham Local Plan and housing development;
- Email 27.10.21 from West Grinstead, Nuthurst, Cowfold and Shipley parish councils to HALC complaining about the above interview;

- Email 29.10.21 from Vice Chairman of HALC (Graeme Acraman) responding to the complaint and explaining the background to the interview and basis for comments made in the article.
- Email 04.11.21 from Clerk to Storrington & Sullington Parish Council advising that the council's view is not one of 'any plan is better than no plan';
- Email 08.11.21 from West Grinstead, Nuthurst, Cowfold and Shipley parish councils in response to HALC Vice Chairman's email, stating disagreement that HALC had represented majority views.
- Email 09.11.21 from Clerk to Storrington & Sullington Parish Council to HALC requesting that the matter be addressed at the next HALC meeting on 17<sup>th</sup> November, prior to the meeting with HDC on 30<sup>th</sup> November.
- Agenda for Annual Meeting of HDC and HALC on 30<sup>th</sup> November 2021, 6.30pm at Parkside.

#### **Sussex Police**

- E-news 15.10.21; 18.10.21; 22.10.21; 29.10.21; 05.11.21; and 12.11.21; Topics include Bravery awards for Sussex police officers; Consultation on potential changes to firearms licensing; Welcoming more rural crime officers; Seeing Safer Streets in action; National award for Sussex police data analytics team; and Launch of dedicated Business Crime Team.

#### **PCP**

Agenda for meeting 24.11.21, minutes of meeting 07.09.21, Suggested purpose & Aims of HD Community Partnership Forum, Suggested flyer for residents survey to develop community Aims for PCP to work towards; Background information for discussion on EV charging points (*forwarded to Cllrs*)

#### **SCYP (Sussex Clubs for Young People)**

Email 17.11.21 from CEO advising that SCYP will be holding Pulborough Youth club weekly sessions at the Village Hall (Rother Hall) very soon on Wednesday afternoons.

#### **CAGNE**

Bulletin 138 – Gatwick Airport expansion plans for north runway.

#### **PAGNE**

- E-news 05.11.21 – Gatwick Airport expansion plans
- Agenda for AGM Saturday 04.12.21, 3pm at Winterton Hall, Plaistow, RH14 9PX

#### **GON (Gatwick Obviously Not)**

Newsletters 19.10.21 and 26.10.21 – Gatwick Airport expansion consultation

#### **DD Community Gatwick Airport**

Gatwick In Touch Newsletter Edition 5, 27.10.21 – Gatwick Northern Runway Project

#### **Andrew Griffith MP**

- Letter 05.11.21 outlining new Government Grants for parishes (*copied to Cllrs*)

#### **NRA (Nutbourne Residents Asscn)**

Minutes of meeting 31.10.21

#### **Publications**

Clerks & Councils Direct, November 2021, Issue 138