



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 VIRTUALLY USING MICROSOFT TEAMS
ON THURSDAY 17TH SEPTEMBER 2020

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year.

PRESENT: Cllrs: Hare (Chairman), Clarke, Court, Kay, Esdaile (from Min. 208, left at Min. 220), Henly (left at Min. 222), Kipp, Lawson, Riddle (from Min. 208) and Wallace (from Min. 209)

IN ATTENDANCE: Mrs H Knight (Clerk)
Cllr B Donnelly (Horsham District Council)
Cllr D Van DerKlugt (Horsham District Council) (*part of meeting*)
Cllr P Arculus (West Sussex County Council) (*part of meeting*)
3 members of public (*part of meeting*)

The meeting opened at 7.30pm

206. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Trembling due to ill health, and Cllr Harvey due to a long-standing personal commitment, and both absences were approved.

207. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest made and no changes to the register of interests.

208. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the online Meeting of the Council held on 28th July 2020 as a true and accurate record of the proceedings and that the Chairman would sign them.

Clerks Report

(26.05.20) Min. 188 – Lower Street Car Park Improvements

It was understood that due to financial pressures on HDC, this was on hold and no cosmetic improvements would be undertaken yet, although essential works for health and safety would be dealt with as quickly as possible.

Min. 195 - Annual Report

A report from Chair of P&S was still awaited, therefore this has not yet been produced.

Min. 200 – Sports Pavilion/Snooker Room Roof Leak

This previously approved repair has been carried out.

A separate leak issue had recently emerged (last heavy rains) in the skylight over the urinals – a completely separate roof area: There was evidence of previous damage, however, the Council's Pavilion Caretaker had had to put a bucket on the floor to catch water dripping from the ceiling and further damage has occurred. We are seeking at least 3 quotations for the work, which will be reported to next R&OS Committee unless bad weather presents urgent issues (in which case Clerk will liaise with Chairman /Vice Chairman), the work was likely to cost in the region of £2k. There is also potentially an issue in the corridor ceiling at the Snooker Room external door (evidence of previous leak damage, unclear whether this has worsened).

Min. 201 – New Parish Council Website

It was planned to have a presentation tonight but unfortunately for personal reasons the JNR officer presenting had had to cancel; It is now planned to present to Council at the October meeting if possible. In the meantime, JNR Computer Services are progressing work on this. An initial demonstration for the Clerk and Deputy Clerk is being arranged and a first draft of the potential home page arrived today. As discussed by Councillors at the last meeting this has been modelled on similar parish council sites with easily read icons/links for reporting items such as potholes, or police matter reporting etc.

209. COMMITTEE MEETING MINUTES

It was noted that apart from the online Planning & Services Committee meeting of 30th June 2020, most committee meetings had been cancelled due to the Covid-19 social restrictions imposed, all decisions having been routed through online meetings of full Council or Finance & Policy Committee once new legislation had allowed remote meetings to take place. A return to scheduled committee meetings was now intended.

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

209.1 Planning & Services Committee

Members received the Minutes of the Meetings held on 20th February, 5th March and 30th June (online) 2020. There was no Clerk's report.

209.2 Recreation & Open Spaces Committee

Members received the Minutes of the Meetings held on 13th February and 10th March 2020. There was no Clerk's report.

209.3 Finance & Policy Committee

Members received the Minutes of the Meetings held on 27th February and 23rd June (online) 2020. It was noted that the February Minutes included recommendations for the adoption of the unamended Fire Safety Policy and adoption of the updated NALC model Grievance Policy and Disciplinary Policy and all three were approved. There was no Clerk's report.

210. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers for this item. However, two representatives of the Council's Neighbourhood Plan Steering Group had approval to address Council at item 7 of the agenda in order to report and answer any Members' questions.

211. DISTRICT AND COUNTY REPORTS

District Cllr Van Der Klugt highlighted the Government planning papers currently out for consultation and the concerns at HDC of ability to meet the new methodology for housing allocations. Currently HDC will have to provide 920 houses, rising to 1,715 new houses per year to be built in the Horsham district. HDC was preparing its responses to both the White Paper – Planning for the Future; and the Proposals for Changes to Current Planning System. The South Downs National Park Authority would also be putting in a response.

District Cllr Donnelly advised that the new housing allocations by the Government would add pressure to allocation of the 8 strategic sites put forward by developers and identified in the emerging Local Plan. Crucially for this area was the Adversane site, though no decisions had yet been made.

Cllr Donnelly reported that HDC had been operating well under the pandemic conditions, using Zoom for all meetings. However, financial pressures were apparent due to lost income streams such as car parks and leisure centres, as well as entertainment/tourism venues.

District Cllr Paul Clarke concurred with colleagues' concerns regarding the Government's algorithm for housing calculations. With regards to financial strain, he added that another factor affecting matters is that footfall is down since people are not visiting shops and venues for any length of time.

County Cllr Pat Arculus had sent apologies that she would arrive late to the meeting.

212. PULBOROUGH NEIGHBOURHOOD PLAN

The Chairman welcomed two members of the Pulborough Neighbourhood Plan Steering Group, Andy Tilbrook (Steering Group Chairman) and Ray Qusted. With Members' approval, it was **AGREED** that both could address Council during this item to update Members on progress of Pulborough Neighbourhood Plan following recent completion of Reg.14 public consultation.

Mr Tilbrook briefed Members on the work the Steering Group was doing to assess representations by residents, statutory bodies and developers/ landowners to the recent public consultation. This had been conducted for eight weeks, instead of the statutory six weeks, to balance that social restrictions were in place and that the consultation period covered the traditional 'holiday' month of August. Three online Zoom sessions had been arranged for residents to interact with the Steering Group.

Since conclusion of the consultation on 31st August 2020, the Steering Group had held three meetings to discuss responses and were also due to meet with HDC contracted Neighbourhood Planning Officer on 29th August who is providing guidance. In addition to analysing responses, the Steering Group was also preparing an updated Basic Conditions Statement and Consultation Statement, which were required for Reg.15 submission to HDC. The Steering Group were unlikely to be making major changes to the document the Parish Council had approved for Reg 14 though some minor amendments would be necessary. Mr Tilbrook went through some of the updated information or changes that would be incorporated. It was imperative to be able to submit the final Neighbourhood Plan to HDC in mid-October (Reg 15) in order to meet with current HDC housing allocation requirements. It was anticipated that the final version would be available for Council approval at the full Council meeting of 15th October 2020, or alternatively an Extraordinary Council Meeting may be necessary. Following Reg 15 submission to HDC, the District Council would then commence Reg 16, a further six-week statutory public consultation period organised by HDC.

Mr Qusted also addressed the meeting, confirming that the main policies, sites and housing allocation figures had not changed. There being no further questions from Members, the Chairman thanked Mr Tilbrook and Mr Qusted for their time and the Steering Group overall for the work and commitment in delivering the Neighbourhood Plan.

213. CO-OPTION TO THE COUNCIL

The Clerk confirmed that two vacancies currently existed which the council could co-opt to this evening, with potentially two more casual vacancies recently occurring being available for co-option in October. However, these last two were subject to whether or not a by-election is called by residents.

Four applications had been received for consideration, the papers having been previously circulated to Members, from which two appointments could be made.

Cllr Esdaile declared a personal and pecuniary interest in this item as his wife was a candidate. Cllr Esdaile advised that, for the avoidance of doubt, he would abstain from voting whilst his wife's application is under consideration.

As there were more applicants than seats, the standard voting procedure was carried out.

RESOLVED: That Deborah Holden be co-opted to the Parish Council to fill the first vacancy.

RESOLVED: That Jeannie Esdaile be co-opted to the Parish Council to fill the second vacancy.

It was noted that the first meeting to which the new Councillors will be summoned will be the next Full Council on 15th October 2020.

214. RE-OPENING HIGH STREETS SAFELY – LOWER STREET PROPOSALS

Members had received details of draft proposals for a temporary pavement widening scheme, potentially eligible for Government/EU grant funding for assisting local economies to recover from the impact of Covid-19. The Parish Council had been asked to comment but there had been insufficient time to enter into any real consultation more widely. The PCP and Pulborough Association of Traders had initiated some consultation with businesses and residents in or close to Lower Street.

The matter had attracted significant local interest amongst the wider community and the Parish Council office had received a high volume of communication, mostly objecting to the proposals on the grounds of air pollution, traffic congestion and rat-running of other roads. The Clerk advised that HDC were also aware of this, and receiving similar communications raising concerns, and had now confirmed that the proposal was being withdrawn. In addition to serious concerns already referred to, there remained some doubt about actual eligibility of the proposals for the funding scheme.

It was therefore agreed that no further discussion or response to HDC on this item was necessary.

215. It was RESOLVED to take agenda items 10, 11, and 12 en bloc as one item, the items being:

- GOVERNMENT CONSULTATION – PROPOSALS FOR CHANGES TO CURRENT PLANNING SYSTEM
- GOVERNMENT CONSULTATION – WHITE PAPER – PLANNING FOR THE FUTURE
- GOVERNMENT CONSULTATION – TRANSPARENCY AND COMPETITION: A CALL FOR EVIDENCE ON DATA LAND CONTROLS

Members had received copies of communications from HDC and CPRE raising serious concerns about the proposals for change and White Paper Planning for the Future. The Clerk advised that these items had been forwarded by SALC on behalf of NALC, and were for response to NALC so that they could gather views of local councils in formulating their own response to the Government proposals. The Council could, if so wished, respond instead or as well as, direct to the Government consultations. It was decided that response only to NALC would be made.

It was not felt within the remit of the Parish Council to respond to the third consultation 'Transparency and Competition: A call for evidence on data land controls'.

Members were extremely concerned over some of the implications for the future of the planning system and the impact on rural development, particularly for Pulborough. It was acknowledged that there were some positive aspects to the proposals. Following lengthy discussion, it was **RESOLVED** to submit the following response to NALC:-

This Council is pleased to note that there is still provision for Neighbourhood Plans in the proposals. However, the major concern here for the Horsham District area, and likely impact on our local community, is a rise from 920 to 1715 houses per annum which is unrealistic as summarized in the following key points:-

- There is inadequate infrastructure and inadequate amenities to accommodate this, including, importantly, public transport, road and rail links;
- There are physical and geographical constraints within West Sussex to building in such numbers – the county contains many areas of significance such as Green Belt, many coastal land river flood plains, AONBs, South Downs National Park, green spaces, conservation areas etc. The proposals would have a huge impact for this area of the country due to loss of environmentally important and agricultural land and the local ability to tackle climate change.
- The proposals take no account of the long term effects of the Covid-19 lockdown restrictions on local economies and markets – it seems highly unlikely with the vast numbers of newly unemployed and earners on reduced incomes that the proposed high level of housing could be afforded by many. The proposed changes do not acknowledge or address that housebuilders will not build houses that cannot be sold for profit. The levels of affordable housing being proposed will mean even less homes available for those on low income. Numbers of 1 person households are predicted to rise.
- This Council strongly supports the comments made in parliament by our MP, Andrew Griffiths MP for Arundel and the South Downs. The debate can be found here: <https://www.parliamentlive.tv/Event/Index/ae0bccf3-828e-48ea-b050-0c8dd7206ae4> (at approximately 20.55)

216. PLANNING APPLICATIONS

Having considered the planning applications, it was **RESOLVED** that the Council's representations be forwarded to HDC, attached to these Minutes as Appendix 1.

217. SPORTS PAVILION REBUILD PROJECT

It was confirmed that, as previously agreed, Studio 5 (London) had been authorised to proceed to formal pre-planning application advice and the Clerk advised that confirmation had been received that this had been validated by HDC. Cllr Clarke reported that Ray Queded had finalised amendments to the brochure that would provide the Business Case background to accompany funding applications. The Clerk confirmed that 6+ copies of the brochure had been received, together with the invoice for £211.10 + VAT from Eyelevel Design. It was **RESOLVED** to approve payment of this.

218. A29 STAKEHOLDER GROUP

Cllr Clarke gave a verbal report on the work and progress of the A29 Stakeholder Group meetings of 2nd and 8th September 2020. The group comprised representatives of PPC, WSCC, HDC and a representative of PCP. He went through the various projects that had formed a Potential Solutions Schedule. As a result, a List of Priorities had been drawn up to identify which items were major/strategic or lower priority, which Members had received and were asked to formally approve. If adopted by the Council, this list would be confirmed to WSCC officers leading, and processes for taking the various projects forward would be investigated. It was **RESOLVED** to approve adoption of the Priorities List from the Potential Solutions Document and WSCC would be advised.

219. WSALC INDEPENDENT REVIEW OF SSALC

Members noted the previously circulated correspondence from the CEO of SSALC and Directors of WSALC. The Clerk briefed members on major concerns amongst parish councils/clerks regarding the decision of WSALC to conduct a review of SSALC without

consulting member councils, and what the repercussions of the review may hold. WSALC had indicated an intention to facilitate some consultation meetings later in the process. Members felt that until a clearer picture was available, they would prefer to note matters and await further information.

220. VILLAGE CHRISTMAS TREES

This item was over the R&OS Committee budget limit so was being put to full Council. The Clerk reported that four quotations had been sought but only one company had submitted a quotation: One company had advised that they could not assist with pre-lit trees and two others had not responded at all. Members considered the quotation from Festive Illuminations of £3,310 to supply and install fully lit 5-6ft trees and two sets of LED outdoor fairy lights, as in previous years. It was noted that the cost was over budget by around £200 as the budget had been based on a lower take up last year. It was **RESOLVED** to approve the quotation and that Festive Illuminations be authorised to proceed.

221. REPRESENTATIVES ON OUTSIDE BODIES

Brief reports were provided by those Cllrs representing the Council on other bodies or at meetings.

Cllr Clarke had represented the Council in place of the Chairman at a meeting requested by HDC to discuss the future of Chanctonbury Leisure Centre, owned by Storrington & Sullington Parish Council. The leisure centre is in severe financial crisis. HDC is looking at providing financial assistance but is also seeking financial input from those parishes whose residents use the leisure centre. The consensus of PPC members was that the Parish Council could not afford to assist as all resources were needed for its own Sports Pavilion. [NB: This item was subsequently formally discussed at F&P C'tte meeting of 24.09.20]

The Chairman advised that he had joined Andrew Griffith MP on a visit around the traders of Lower Street, which was arranged as a morale boost to encourage business owners.

The Chairman reported on his attendance at Pulborough Railway Station for the launch of the Historic Pulborough slideshow display, also attended by the High Sheriff of West Sussex.

The Chairman had attended a PCP meeting on Monday. The WildArt Trail was now fully open again following the repair of a damaged culvert.

222. CORRESPONDENCE

The Correspondence was noted (previously circulated to Council) and is attached as Appendix 2.

A Member asked about the Village Market taking place on Saturday 19th September 2020 after the break of the past few months. The Clerk advised that the market organisers had contacted regular stand holders some weeks ago to ask if they were prepared to participate or not. Having checked with Cllr Henly, who was the PPC usual regular attendee, and one or two other Members, it was not felt at that time that they would be willing to attend in September. Consideration had been given as to whether it would be appropriate for the Council to encourage Members and residents to gather in conversation during the current social restrictions. The Council may wish to review this going forward.

223. CHAIRMAN'S ANOUNCEMENTS AND URGENT MATTERS

The Chairman advised that Cllr John Wallace had decided to step down from the Council. A vote of thanks was given for his years of service to the Parish Council and acknowledgement of his many previous years dedicated to other parish councils. It was

noted that Cllr Esdaile as Vice Chairman of P&S C'ttee would take on chairing of that committee until a formal appointment could be made at the next Council meeting.

The Chairman advised that he had had notice of two recent initiatives that had come forward in response to the Covid-19 impact: One set up by the High Sheriff of West Sussex for a Special Recognition Volunteer Award, and the other set up by Andrew Griffith MP for nominations of Covid Community Champions.

The latter award was to recognise and celebrate individuals, groups or businesses who have gone above and beyond for their community during the last few months, and could cover nominees from any sector of the community (not just volunteers).

The Clerk reported that she had been advised by a local organisation that they would be nominating two people for the MP Covid Community Champion award. It was **AGREED** that the Council would write endorsing those nominations. It was further **RESOLVED** that two other nominees from a local business would be put forward by the Parish Council for this award.

The Chairman reported on a letter he had had from the MP about the Government's new Rural Gigabit Broadband Voucher Scheme. Cllr Clarke confirmed that part of his portfolio as District Cllr covered this and further information was available from him if any residents wished to find out more about how to apply for this. The scheme allowed a joint application for multiple users to apply for a voucher to pay local suppliers up to £4,000 per household. The scheme deadline for applications is 31st March 2021. Links to further information:

WSSC site: <https://www.westsussex.gov.uk/business-and-consumers/broadband-in-west-sussex/gigabit-capable-broadband/#rural-gigabit-broadband-voucher-scheme>

DCMS site: <https://gigabitvoucher.culture.gov.uk/>

Cllr Clarke advised that the officer to contact at WSSC for further information is Gregory Merrett. It was **AGREED** that information about the scheme would be added to the content of the next Pulborough Community Bulletin.

224. PAYMENTS

Members had received copies of Payments for Authorisation lists covering payments made on 19th/28th May, 5th June 25th June, 1st/9th July, 21st July, 29th July and 13th August 2020. It was **RESOLVED** to ratify these, detailed below, and the payments lists and invoices would be signed by the required two signatories.

Payee	£
Mr F Bushby - already transferred on 19.05.20	20.00
Mr F Bushby	15.99
Kent County Council	327.67
WSSC Payroll	278.64
Daisy Communications	26.48
National Westminster Bank	1.75
ABA Construction	701.94
Pulborough Social Centre	43.20
Burgess & Randall Ltd	8.95
WSSC	8,403.82
Kent County Council	62.27
Kent County Council	80.03
Burgess & Randall Ltd	15.90
KCS Professional Services	221.56
Viking	97.97
Kent County Council	78.79

Information Commissioners Office	35.00
National Westminster Bank	1.05
Daisy Communications	26.48
Laker Builders -transfer already made	86.58
Sutcliffe Play	985.39
Auditing Solutions Ltd	534.00
West Sussex County Council	8,403.82
National Westminster Bank	22.70
SLCC	144.00
Pulborough Social Cte	1,479.29
NALC	17.00
Daisy Communications	26.48
Mr F Bushby - already transferred	20.00
Burgess & Randall Ltd	32.75
Kent County Council	66.13
Horsham Ass of Local Councils	15.00
Travis Perkins	14.93
National Westminster Bank	1.40
National Westminster Bank	25.85
Horsham District Council	42.60
Travis Perkins	321.60
Keen Fencing	1,710.00
Business Stream	3.10
Business Stream	21.24
Business Stream	286.53
Mrs H Knight	101.91
West Sussex County Council	6,060.23
West Sussex County Council	8,403.82
Viking	180.99
Laker Building & Fencing Supplies Ltd	14.14
Signshop	192.00
McVeigh Parker Co Ltd	18.10
Burgess & Randall Ltd	11.99
Business Stream	296.16
Business Stream	315.88
Business Stream	1,503.45
Burgess & Randall Ltd	72.80
Derek Paxton	1,930.00
National Westminster Bank	28.10
HDC	10.60
HDC	24.20

The meeting closed at 10.03pm

.....Chairman

.....Date

Appendix 1

**Recommendations of the Planning & Services Committee meeting held on
Thursday 17th September 2020**

**DC/20/0636 – Land at Junction of Hill Farm Lane and Stane Street Hill Farm Lane Codmore Hill
West Sussex**

Change of use of land for the provision of four (4) no. pitches for gypsies and travellers.

**Objection, and would raise the points below. The Council wishes to attend and speak at the
HDC meeting considering this application :-**

- 1a) The application form for this site published on HDC's website as at 17.09.20 is still dated 30th March 2020 for 6 mobile homes plus 6 touring caravans and 12 cars. This urgently needs to be updated to 4 mobile homes plus 4 caravans and 8 cars for clarity.
- 1b) In order to guard against increased occupancy, the touring caravans must not be occupied on site.
- 2) Furthermore, there must have been extensive importation of additional soil and probably other matter to extend the site level to the north on this steep sloping northern ridge face, which now extends to its northern-most boundary, as we have evidenced in photographs. There is no evidence of any hard standing, as claimed by the applicant. These earthworks may have an impact on the dwelling to the north (the original Stane Farm), with very real possibility of subsidence or even collapse, unless considerable stabilisation work is/has been carried out. We would urge HDC to delay consideration of this application until a detailed site investigation is carried out by HDC surveyors. The original smaller site was previously used as the car park for the Rose and Crown public house, now replaced by the So India restaurant. For some years, this smaller site has been used for the storage of industrial skips, although no change of use has ever been permitted by HDC, nor sought, we understand. **The large quantity of soil, reportedly imported from Dorking for another site in Blackgate Lane opposite the entrance to Pickhurst Lane and used to increase the useable site area consists of clay. There does not appear to be signs of any system or even hardcore intended to stabilise the north-facing bank and mitigate the likelihood of slippage.**
- 3) National government planning policy for Traveller sites states in paragraph 25 that "local planning authorities should ensure that sites in rural areas respect the scale of, and do not dominate, the nearest settled community and avoid placing an undue pressure on the local infrastructure." Increasing this site from two pitches to four transient pitches with the facility for four additional mobile caravans and 4 cars will result in this site dominating the small settlement of Codmore Hill comprising of some seven dwellings in the close vicinity.
- 4) This site is in the heart of Codmore Hill. The previous application and approval provided for provision of a Day Room. This has been excluded from the new application. Combined with the significant increase in the number of occupants, the consequence of this will result in a greater intrusion into the privacy and quiet enjoyment of other residents already living within Codmore Hill and will result in an extremely damaging and detrimental change of character to this rural area.
- 5) The site is on a particularly dangerous crossroads, close to the 40mph speed limit zone, and an area well known for road traffic accidents. Multiplying the number of on-site vehicles, which will be pulling caravans, mobile homes etc. up the steep incline to access Hill Farm Lane and the site entrance will create a further road traffic hazard.
- 6) Increasing site occupancy from 2 to 4 pitches will put further strain on local infrastructure including sewerage and handling of rubbish. There is no indication of where sewerage pipes are to be laid or connected to the mains sewerage network.
- 7) We would like to see evidence of the test for Gypsy and Traveller status being fully carried out on the applicants. We are also concerned to learn that the site owners live in Worthing, so no close site management will be possible.

- 8) In our submission at the Planning Meeting South in September 2019, we reminded the committee that HDC Gypsy and Traveller Site Allocation Plan DPD 2017 states on page 68 paragraph 9.3 “the process has identified 68 pitches for use as gypsy and traveller accommodation.” This is more than sufficient to meet the district gypsy and traveller accommodation requirement of 60 pitches for the next 10 years. The total requirement for the 15 year period to 2032 is for 78 pitches, meaning a further 10 pitches will need to be identified. We also referred to the Call for Sites consultation ended 31st August 2019 and stated that the evidence shows there are sufficient pitches available until 2027 and that the further 10 pitches that are needed to complete the allocation up to 2032 may well be satisfied in the Call for Sites. We stated that evidence shows there is no rush to judgement in this case and its approval is not justified. Our submission was ignored by the Planning Officer and Chairman in their summing up. The Chairman had stated at the beginning of the meeting that it was a quasi-judicial meeting. Yet our submitted evidence was not taken into account. The planning officer simply stated that there was not an adequate supply of gypsy/traveller sites. He did not address the specific statistics which we raised in the meeting and councillors did not take these into account when voting.
- 9) We note that the Call for Sites in the consultation ended August 2019 has now been published. There are three additional potential sites. The existing allocation comprising sites at Rudgwick, Small Dole, Barnes Green, Itchingfield, Lane Top Nutbourne, Slinfold and Rusper comprise 53 pitches. The Call for Sites has resulted in a further 34 pitches, with the possibility that the West Grinstead site could accommodate more than the proposed number of 11 pitches. This is a total of 87 potential pitches which is more than adequate to cover the HDC need for the next five years and exceeds the stated target for 78 sites required by 2032. Doubling the number of pitches at Hill Farm Lane Codmore Hill is therefore not needed to hit this target. Furthermore, it would overwhelm the character of the area.

DC/20/1600 – Stall House Lodge Stall House Lane North Heath Pulborough

Demolition of existing barn and erection of a double storey dwelling

Objection: On the grounds of overdevelopment of a very small site with inadequate sewerage and drainage infrastructure (no mention being made in the application of how these services would be provided) and being out of keeping with the area; being outside the BUAB and development within a rural/countryside setting, contrary to planning policy.

CORRESPONDENCE**Appendix 2****WSSC**

- E-newsletters, Town and Parish News 31.07.20 and 21.08.20. Topics include: work starts on new temporary cycleways (7 schemes, one for each district/borough in West Sussex); Covid-19 update re transport and back to school; Special Recognition Volunteer Award launched by the High Sheriff of West Sussex, nominations open until 30.09.20, nomination forms can be requested by email to: hswestsussex2020@icloud.com
- Email 17.07.20 from Democratic Services asking for views on future delivery of CLCs. *As deadline was 14.08.20 Clerk consulted some Cllrs and submitted response that virtual meetings was felt most appropriate rather than physical for the time being.*

HDC

- Email 05.08.20 from Community Safety Manager with details of new referral pathway to West Sussex Fire and Rescue for either self-referral or concerns about others.
- HDC e-news 05.08.20
- Email 03.08.20 from Cabinet Member for Economic Development and Parking with details of Rural Gigabyte Voucher scheme

NALC

- Chief Executive's bulletin 04.09.20 – topics include: Another report on local government reorganisation – following previous report by County Councils Network, the District Councils Network has published Power in place: devolution and districts driving our recovery.
- Copy of letter 12.08.20 from Simon Clarke MP (MHCLG) thanking all in local government for their response in ensuring vital council business continues; Also highlighting Government guidance on council meetings, that they should continue to take place remotely wherever possible.

HALC

Minutes of meeting held 15.07.20

Sussex Police

- P&CC e-newsletters 24.07.20, 31.07.20, 07.08.20, 14.08.20, 21.08.20, 28.08.20 and 04.09.20. Topics include: 2.5% Pay rise for police officers; Funding for safer streets; Rural Crime day of Action; recruitment drive and Police Constable Degree Apprenticeship scheme; Funding for children's charities; Relaunch of Equine Rangers; 31% rise in attacks on emergency workers.
- E-alerts: 05.08.20 and 25.08.20. Topics include Launch of police offer recruitment; Operation Downsway - Sussex Roads Policing Unit conducted proactive patrols on sections of A29 and A272 in West Sussex, resulting in over 150 offences being dealt with and dozens more positively engaging. Antisocial driving can be reported by visiting the Operation Crackdown website.

Neighbourhood Watch

e-alerts 31.07.20 and 02.08.20: First ever National Impact Survey launched by Neighbourhood Watch; Get Sae Online student campaign.

Pulborough Neighbourhood Wardens

Warden's monthly reports June, July and August 2020 (*forwarded to Cllrs and on website*)

Pulborough Community Partnership

Minutes of PCP Management Group meeting held 13.07.20. *(copied to Cllrs)*.

MP

Letter of congratulation and encouragement to Parish Council and Steering Group members responsible for the Pulborough Parish Neighbourhood Plan

Village Market

Email 22.07.20 canvassing views about whether to hold September Market on 19th September. *Having spoken with PPC regular representatives, the view was that PPC would not have a stand if market goes ahead but would review going forwards.*

APCAG

Minutes of AGM 28.07.20 at 5pm

PAGNE

E-newsletter 07.09.20

CAGNE

E-newsletters/Bulletins 112 and 113. Also email 27.07.20 from SALC who had been asked to draw member councils' attention to the new website operated by CAGNE www.cagnepcforum.org.uk which is quite separate to CAGNE's role as a lobbying group. This site was established by councillors for councils to ensure that there is better understanding of aviation jargon and for councils to be aware of consultations.

Gatwick Airport

- Update 12.08.20 with letter sent to households living closest to the airport.
- Email 16.08.20 – Gatwick announces significant companywide restructure plans

Publications

Clerks & Councils Direct September 2020, issue 131