



PULBOROUGH PARISH COUNCIL

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**MINUTES OF AN ORDINARY MEETING
OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 16th OCTOBER 2014
AT PULBOROUGH VILLAGE HALL**

PRESENT: Cllrs Qusted (Chairman), Buck, Clarke, Ellis, Esdaile, Henly Kipp, Lawson, Mortimer, Tilbrook, J Wallace, E Wallace & Wilson.

IN ATTENDANCE: District Councillor Brian Donnelly, 8 Members of the Public, Keith & Rosemary Russell and Gerald Batt of the Pulborough Fairtrade Group, Rachel Carless and Owen Davies of Arun & Rother Connections, Jon Edgar and Sarah Norman (Clerk).

The meeting opened at 7.34pm

74. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Gill & Mills. County Cllr Pat Arculus and District Cllr Paterson had also advised that they were unable to attend.

75. DECLARATIONS OF INTEREST

Cllr J Wallace declared a personal interest in agenda item 7 Public Art as he knows the artist. Cllr Qusted declared a personal interest in agenda item 15 payments as one of the payments was to his daughter's company.

76. MINUTES

76.1 Full Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 18th September 2014 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Item 57.2 – Planning & Services Committee Clerks Report

Subsequent to the meeting and following correspondence with the Planning Inspector, it was decided that there should not be attendance by Pulborough Parish Council at the Hearing regarding application DC/13/0577 Parsons Field, Pickhurst Lane, Pulborough.

Item 62 – S106 Funding

As instructed, the Parish Clerk contacted HDC Funding Officer who has confirmed that the Public Art funds that are available could not be used for restoration of the War Memorial as this is maintenance.

76.2 Planning & Services Committee

Members received the Minutes of the Meetings held 18th September and 2nd October 2014.

Clerk's Report

Item 11 - Closure of Mill Stream Medical Centre (*Planning & Services 5th June 2014*)

The Chairman has now spoken with Alan Bolt of PMG who advised that since the closure in Storrington, PMG has taken an additional 450 patients. However, it is estimated that 25% (112) of these are natural increase. Alan advised that the practice can cope adequately and they have enough Doctors and other services. They have recently recruited a new receptionist. The major concern is the cuts within the NHS.

Item 64 – Planning Applications Decisions (*Planning & Services 4th September 2014*)

A letter has not yet been sent to HDC as the Parish Clerk requested clarification of the comment to be made. The Minutes stated that “Members are very concerned that this has been permitted despite the issues raised by Pulborough Parish Council, including the problems with sewerage & drainage” but the application was for Reserved Matters and did not deal with infrastructure issues such as those listed. *Members instructed the Clerk that HDC should be asked to state why the permission was granted when no explanation was given for the serious issues raised by the Parish Council including the map inaccuracies, understated access gradient on plans and confirmation that the drainage & sewerage issues had been dealt with.*

Item 82 – Bus Shelter Store (*Planning & Services 2nd October 2014*)

Cllr Wallace reported that he has now spoken with the owner of 127 Lower Street who has also been approached by Saxon Weald about the purchase of the old bus shelter store although Saxon Weald have now decided that a valuation of the property is required.

Item 84 – Correspondence (*Planning & Services 2nd October 2014*)

The Clerk advised that no comment could be made to the Forestry Commission regarding the proposed development at Houghton Forest as the issue was not a formal agenda item. Therefore, if Members wish to formally discuss and make comment to the Forestry Commission the issue will need to be placed onto the Agenda for 6th November. *Members reported that it should have been recorded that any comments would be from individuals and that the Parish Council was not to make a collective response.*

76.3 Finance & Policy Committee

Members received the Minutes of the Meeting held 25th September 2014

Clerk's Report

Nothing to report

76.4 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held 11th September 2014

Clerk's Report

Item 46 – Nutbourne Common

The Chairman of the Nutbourne Residents Association has sent an email regarding the discussion at the last meeting. He has advised that he is disappointed that the subject of a sub group was not minuted. From the Assistant Clerk's recollection, this matter of sub groups was mentioned within Mr White's public speaking part of the minutes, and as public speakers are not minuted, this was not included. This was raised at the October meeting of the R&OS Committee and Members agreed that the Assistant Clerks record was correct and that no additional recording was necessary.

Beechdown Arboriculture has confirmed that all the tree works identified in the Tree Survey are still required and it is hoped to complete these by the end of October. The

Chairman will advise members of the Nutbourne Residents Association (NRA) of this at their next meeting on 20th October.

In addition, the Committee at their October meeting decided to have a working party to scarify the central clearing to promote the growth of the heather. This was scheduled for Sunday 19th October but has been put back by one week to 26th October, so that the Chairman can also advise residents about these works at the forthcoming meeting. *(Subsequent to the meeting it was confirmed that the date of the NRA meeting is actually 27th October and therefore the work would need to be put back to 2nd November).*

Item 48 – Memorial Garden

The Groundsman has bought an extra length of hose to enable him to water the memorial garden fully, and he has advised that this method of watering is preferred, rather than a water bowser. Therefore he will continue using the hose, and the Clerk will approach the Village Centre Manager to discuss paying towards water costs.

Item 49 – Drone on Cousins Way Recreation

The Parish Office has not been able to find contact details of the drone operator, and so the operator has not been contacted.

77. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed Mr Rob Aylott who had given notice to speak regarding agenda item 7, Public Art.

Meeting adjourned: 7.47pm

Meeting reconvened: 7.49pm

78. ARUN & ROTHER CONNECTIONS – RAIN GARDEN

The Chairman welcomed Rachel Carless and Owen Davies from Arun & Rother Connections and invited them to address the Council regarding proposals for a rain garden (copy attached as Appendix 1).

Meeting adjourned: 7.49pm

Meeting reconvened: 8.08pm

The Chairman thanked Ms Carless and Mr Davies for taking the time to address the Council with their presentation and asked if members had any questions.

Cllr Wallace questioned whether Pocket Park had been considered as another location. It was noted that whilst it had not been considered to date that does not mean it could not be considered in the future if necessary.

The Chairman enquired as to the maintenance requirements. Mr Davies stated that the garden would be designed to be low maintenance with perhaps one or two trims needed per annum. At the present time, Tesco has to cut the grass regularly throughout the year and a rain garden would therefore actually decrease their burden of maintenance. The Chairman continued to state that this would take the pressure off the stretched drainage and sewerage systems in times of high rainfall and felt that in principle it was a good idea.

Cllr Tilbrook stated that it was hoped that the Parish Council could endorse the project which will then be taken forward to negotiate with Tesco.

Cllr Ellis commented that he felt the proposals would offer no disadvantages.

Cllr Esdaile expressed concern about the impact on the busy A29 whilst the works were underway. Mr Davies reported that whilst there would be some impact this would be minimal as deliveries etc would be restricted to off peak hours.

Cllr Clarke noted that something similar was originally envisaged in the Highfield development.

The Chairman therefore asked for a vote by show of hands for the proposal that the Parish Council, support in principle, the formation of a rain garden along the A29 with the motion carried by a majority of 10 in favour and 3 against.

RESOLVED: The Parish Council support in principle the formation of a rain garden along the A29.

79. FAIRTRADE

The Chairman welcomed Rosemary & Keith Russell and Gerald Batt from Pulborough Fairtrade Group and invited them to address the Council.

Meeting adjourned: 8.17pm

Meeting reconvened: 8.24pm

Members noted the following reports from Gerald Batt.

Fair Trade status was awarded to Pulborough in 2007 and was the first village in West Sussex to achieve this. The status has to be renewed every two years which has been completed in 2014.

Status is achieved by the attainment of 5 goals including; Council passing a resolution; council serving Fairtrade products; range of Fairtrade products to be on sale; Fairtrade products used by Community groups.

The Fairtrade Group meet once or twice a year to review activity and welcome new members.

The URC and RC churches already have Fairtrade status as does St Mary's Primary School. The Baptist and Church of England churches are also working towards the award.

Events in last 12 months included a curling event at the URC; smoothie bike in Lower Street during Fairtrade week and also at the Harvest Fayre.

Members noted that the group was grateful for the highlighting of Fairtrade week on the Village sign but ask Council to consider a more permanent inclusion.

The current focus for the group was the production of a directory of where Fairtrade products are available and it is hoped that this will be available by the end of 2014.

Mr Batt then presented the re-accreditation certificate to the Chairman, for display in the Village Hall.

The Chairman thanked the group for their report and their continued endeavours.

Cllr Tilbrook left at 8.34pm

80. PUBLIC ART

The Chairman welcomed Jon Edgar and invited him to address the Council.

Meeting adjourned: 8.34pm

Meeting reconvened 8.44pm

Members received the report from Mr Edgar (attached as Appendix 2) and discussed at length the merits of retaining the work in the Parish. Members noted that the proposed title of the work would be “Trisontonis” which references the middle stretch of the Arun and the “trespassing” River Arun over the brooks. It was agreed that this type of work is very subjective and will result in very differing reactions in different people. Some Members greatly appreciated the work whilst others were of the opinion that the art was not suitable or conducive to the atmosphere of the community.

The Chairman questioned whether the sculpture should not remain at the RSPB. Mr Edgar stated that the current location did not offer the breadth of access to all different types of people and that a village location would achieve this.

Cllr Esdaile enquired about potential for vandalism. Mr Edgar was pleased to report that similar installations had not been affected.

Cllr Clarke commented on the need for seed funding and it was noted that a contribution of £2000 from the Parish Council would show such support for the project that the rest of the funding could hopefully be found elsewhere. It was noted that pledges of £1700 had already been received from outside the Parish to ensure that the work stayed local to where it was crafted.

The Chairman stated that this type of project would need to be accepted by the wider community. The issue of location was a major consideration and much thought must be given to it.

Members subsequently AGREED to include an article in the forthcoming Parish Bulletin which the Clerk will draft in collaboration with the artist and the issue discussed again in the New Year when the response has been gathered.

The Chairman thanked Mr Edgar for taking the time to address the Council on this interesting project.

81. DISTRICT AND COUNTY

Cllr Donnelly reported that he had recently attended the Police & Crime Commissioner Panel at which the precept for 2015-16 was discussed. At the present time, an increase of 1.98% is proposed.

At the recent HDC meeting it was agreed to relocate staff from Park North, North Point, Park House, the Stables and the Granary buildings to County Hall North with the redundant buildings sold and potentially achieving £5 million of income for the Council.

The Strategic Plan is to be examined in Public for three weeks in November.

Cllr Donnelly reported that he had recently taken part in a tour of the proposed 2nd runway site at Gatwick and was surprised at the size of the business park area that will have to be relocated if the runway gets the go ahead and that all infrastructure improvements plans cater for the knock on effect of any development.

Finally, Cllr Donnelly highlighted the potential silica sand extraction site which would be from the White Horse car park all the way down to the Wickford Bridge.

Cllr Wallace stated that he had heard reports that the estimated housing need as a result of a 2nd runway had increased from 35,000 to 40,000 and Cllr Donnelly agreed that the reports may be correct.

82. S106 FUNDING

Members received the most recent summary of available S106 Community Contributions and noted that an error had been made on the figures for the public art and the available funds should read £15,920.13. The Funding Officer at HDC has confirmed this will be corrected for the next report.

83. 40 MPH EXTENSION SOUTH OF ADVERSANE

Members received a request from Billingshurst Parish Council for support for the extension of the existing 40mph section of the A29 further south, to encompass the access to Brinsbury College.

Members discussed the issue at length and whilst in support of the proposal by Billingshurst Parish Council would like to see this carried out in conjunction with improvements to the access to the college including lay-bys for the buses to distance the pupils from the road and potentially the re-siting of the entrance, further north to improve visibility.

It was also noted that speed limits will never stop bad driving.

RESOLVED: To support the proposal from Billingshurst Parish Council to extend the 40mph further south but that this needs to be carried out in conjunction with safety improvements by the college to the access.

84. NEIGHBOURHOOD PLAN

The Chairman welcomed Richard Keatley, Chairman of the Neighbourhood Plan Steering Group and invited him to address the Council.

Meeting adjourned: 9.10pm

Meeting reconvened: 9.24pm

Members noted the following :-

Communication with HDC improving. An issue with the production of GIS maps continues but AirS are liaising with HDC on this matter.

The survey response was greater than expected with more than 800 responses received. The downside was that the input was taking a long time. Thanks to all volunteers and the Assistant Clerk for all their efforts in this regard.

Brief results were given at Harvest Fayre

Consideration had been given to further targeted consultation at the under 40's but Mr Keatley was to propose at the next Steering Group meeting that further consultation was not practical. However, in the future plan consultation exercises, the lack of response from the under 40's will be taken into account and thought given as to how to engage this difficult to reach group.

The Steering Group will be meeting on 20th October at which the input for the Stage 1 Report, the first deliverable, will be brought together by the groups.

Stage 1 Report will be available by mid November and will be circulated widely for comment.

The Planning Policy Workshop is booked for early December and Councillors will be invited.

A further event will be held in the New Year for landowners and developers to present to the public their plans and how these comply with the emerging Neighbourhood Plan.

The Chairman thanked Mr Keatley for the report and the continued efforts of himself and the Steering Group.

85. REPRESENTATIVES

Cllr Ellis attended the HALC meeting on 18th September the notes and minutes for which had been circulated to all members. Cllr Ellis reported that he will also be attending the HALC/HDC annual meeting on 11th November and invited anyone to attend with him or advise him of any issues for debate.

Cllr Ellis had also attended the Community Youth Worker meeting at which Dan Jenkins reported that the lack of volunteers continued to be a problem. However, the scheme itself and the co-operative working with Billingshurst Parish Council should be seen as a success.

Cllr Kipp reported that she continued to liaise with Traders and in spreading the word about the Lower Street plans has come up against some opposition to certain elements such as the removal of some parking bays. Traders continued to express concern about the use all day of parking bays by other businesses and the complete lack of enforcement by HDC wardens. District Cllr Donnelly asked that the Clerk forward a copy of the email so that he can follow this up with the officers at HDC. Cllr Buck also advised that he has been made aware that commuters are known to park in the lay-bys and walk to the train station.

86. CORRESPONDENCE

The Correspondence is attached as Appendix 3.

87. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

Surface water drainage and gully clearance (P&S Agenda)
Transport priority listing including TRO's (P&S Agenda)
Sports & Social Club Rebuild (Full Council Agenda)
Street Lighting in Lower Street (P&S Agenda)

88. PAYMENTS

Members approved the following payments and the cheques were signed.

Payee	£
Mr R Keatley	16.27
Eyelevel Publishing	569.35
Eyelevel Design Consultants	3372.00
Kent County Council	372.24
Travis Perkins	16.56
New Call Telecom t/a Fuel Broadband	10.24
Office First	53.00
Mrs L Underwood	11.88
Wightman & Parrish	83.10
Rabbit	216.00
Nat West	30.53

The meeting closed at 9.58 pm

.....Chairman

.....Date

CORRESPONDENCE**FULL COUNCIL 16th OCTOBER 2014**

All correspondence is available to view at the Parish Office (or can be forwarded via email) unless attached and marked Copied to Council.

HDC

- i) Press Release- Proposed relocation to improve customer experience. Copied to Council.

Resident Letters (all Copied to Council)

- i) Request for bus stop to be located at the junction of Rivermead (near to the old bus shelter store). *NB Bus shelter grant scheme has closed for the current year.*
- ii) Copy of Sussex Wildlife Trust Annual Report 2013/14 and concerns expressed that nature is not a priority when considering planning Pulborough.

SALC

- i) September/October 2014 Newsletter. Copied to Council.

LAT

Minutes of meetings held 24th September 2014.

Village Market

Report from Cllr Ellis from 27th September 2014. Copied to Council.

Publications

- i) Pulborough Community News (St Mary's Church) October 2014

Sussex Police

- i) Horsham District Monthly Update (September 2014). Copied to Council.
- ii) Update from PCSO Dunning on activities at Broadford Bridge exploratory site. Copied to Council.

HALC

- i) Minutes of HALC Meeting 18th September 2014. Copied to Council.
- ii) Report from Cllr Ellis on HALC Meeting and copy Local Council Support Protocol. Copied to Council.

WSCC

- i) Information on "Quick Fix" fund. Copied to Council
- ii) Update from Cllr Lionel Barnard on "Better Connected". Copied to Council.

SDNPA

September 2013 Highlights document

Horsham Rural Towns Forum

Minutes of meetings held 30th July and 1st October 2014.

Chichester District Council

Update on progress of Draft Planning Obligations & Affordable Housing Supplementary Planning Document.

Resident letter

- i) Telephone call from resident looking for apology and compensation for impact of hay bale fire in Lower Street in August. All machinery etc was dragged down to outside of his property at about 10.30pm and the noise and lights continued until 5am and resulted in no sleep. The Clerk has provided contact details for the Farmer. The resident has expressed dissatisfaction that neither the Farmer nor a Member of the Council has been

in touch with him in person or by letter to apologise. The Parish Clerk advised the resident that the Parish Council was in no way responsible for the events that day and therefore an apology from the Council was not warranted. He has requested that the Parish Council get involved in his complaint. *It was AGREED that whilst no apology from the Parish Council was warranted, Cllr Ellis will visit the resident to hear his concerns.*

- ii) Martin Dale has requested that the benches be given a protective coating (i.e. Teak Oil). The Clerk has spoken with Hillers, from where the benches were bought, who have advised that oiling the benches will not prolong the life of the bench, it is purely decoration. *It was AGREED that as there is no benefit from the oiling, this should be delayed until a dry period in the spring to ensure the coating dries quickly and transference onto clothing is avoided.*

Southern Water

Publication of Water Resources & Drought Strategy

Sussex Police

- i) Horsham District PCSO Geographical Areas. Copied to Council.
- ii) Celtique Conditions - Adversane Lane Drilling Site. Copied to Council.

HALC

Agenda for Annual Meeting of HDC and HALC 11th November 2014. Copied to Council.

Horsham District Council

- i) Confirmation that DC/13/0764 & 0683 – Bartram House, Station Road, Pulborough will be on the agenda for the Development Control South Meeting of 21st October. Any requests to speak must be received at HDC by midday on Friday 17th October 2014. Both are recommended for approval. *Members AGREED that there should be no representation from the Parish Council at this meeting as all comments have been recorded in the minutes of the Planning & Services Committee.*
- ii) Press Release – Horsham District Council Relocation. Copied to Council.
- iii) Invitation to Community Resilience Presentation 6th November 2014. Copied to Council.