



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 a FULL COUNCIL Meeting of Pulborough Parish Council which
will be held **in the Rother Hall, at the Village Hall on Thursday, 18th January 2024 at 7.30pm.**

Harry Quenault

Dated: 11th January 2024

Clerk & RFO

Swan View, Lower Street, Pulborough, RH20 2BF

Tel: 01798 873532 hquenault@pulboroughparishcouncil.gov.uk

AGENDA

- 1. Apologies for Absence**
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.
- 3. Minutes of Full Council**
To approve the Minutes of the Meeting of the Council for the 23rd of November 2023.
- 4. Committee Meeting Minutes**
To receive and approve the Minutes: -
 - 4.1 Planning & Services Committee**
To accept the Minutes of the Meetings held on 23rd November 2023, 7th December 2023 and the 18th December 2023.
 - 4.2 Recreation & Open Spaces Committee**
To accept the Minutes of the Meeting held on 9th November 2023.
- 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. Network Rail Bridge Update – New Place Nurseries**
To receive a verbal report from Leyla Amir-Alikhani (Network Rail Spokesperson) regarding the proposed stepped bridge at New Place Nurseries.
- 7. District & County Reports**
To receive & note the reports from the District and County Councillors.
- 8. Co-Option of New Councillor**
To co-opt a new Councillor to the Council. Due to the number of candidates, the Council will vote. (after the voting takes place there will be a delay and the meeting may be temporarily suspended)
- 9. Vacancies on Committees**
 - 9.1. Planning Chair**
To elect a Chair for the Planning Committee. If a current committee member is elected a new member must be elected from Full Council.
 - 9.2. Finance Vice Chair**
To elect a Vice Chair for the Finance Committee. If a current committee member is elected a new member must be elected from Full Council.
 - 9.3. Staffing Sub Committee**
To elect a member to the Staffing Sub Committee
- 10. Planning Committee Changes**
To consider the following options:
 1. An increase to the quorum to 4 rather than 3 members
 2. A recommendation from the Clerk to increase the numbers of the Planning Committee from 7 to 9.
 3. If point two is approved, the Council must determine which members should be elected to represent the Planning Committee.

Clerk will provide a short-written report to explain. (Appendix A)
- 11. Warden Reports**
To note the Warden Reports for October & November 2023. (Appendix B)
- 12. Events Working Group**
To approve an Events Working Group. If approved, the Council must elect 5 members and confirm the terms of reference as attached. (Appendix C)
- 13. Sports & Social Update**
To receive a verbal update from the Sports & Social Club Committee.
- 14. Boiler Issue – Sports & Social Club Internal Boiler – EMR Expense**
To receive two quotes for the Sports & Social Club regarding urgent need for a new internal domestic boiler used to provide hot water to the bar, toilets and sinks. Expense will be taken from Earmarked Reserves. (Quotes to be provided at the meeting)
- 15. Chairman’s Announcement**
To receive a verbal report regarding recent meetings with the MP, PCP and any other business.
- 16. Representatives on Outside Bodies**
To receive and note brief reports from Members representing the Council on other organisations and groups.
- 17. Payments**
To approve the payments list for signing.

Appendix A

Introduction

The issue at hand pertains to the consideration of altering the quorum requirement for committee meetings. As an observer of the Planning Committee, it's essential to address concerns about the potential ramifications of changing the quorum, particularly in relation to recent attendance issues.

Previous Meetings' Attendance Challenges

Over the past few meetings, attendance has been a recurring challenge, resulting in cancellations and postponements. If the quorum had been higher, it is highly probable that a significant number of these meetings would have been disrupted or unable to proceed due to insufficient attendance from Council Members.

Importance of Committee Meetings

The Planning Committee plays a crucial role in addressing planning applications that directly impact our community. It's imperative that these applications are thoroughly examined and evaluated by this committee for the betterment of our community.

Need for Effective Leadership

I would like to highlight the significance of effective leadership within the committee. Strengthening the collaboration between the new Chair and the Deputy Clerk is essential to ensure smoother operations. Moreover, in cases where matters exceed the purview of this committee, such as the Rampion 2 Wind Farm consultation, it's advisable to defer these substantial issues to the Full Council for comprehensive deliberation.

Recommendation

Considering the vital role of the Planning Committee in community planning and the recent attendance issues, I (as Clerk) strongly recommend against raising the quorum requirement. Instead, it is advisable to recommend that the committee is increased from seven members to nine. With additional training alongside this, we should enhance attendance, foster better communication among committee members and collaborate closely with the new Chair and the Deputy Clerk for more efficient handling of matters within the committee's scope.

Warden Monthly Report

October 2023 – Pulborough Parish

Patrol hours TOTAL:	77	ASB (Anti-Social Behaviour) incidents reported to us TOTAL:	2
Foot (high visibility)	61	Noise	2
Vehicle	16	Neighbours	0
Notices/warnings TOTAL:	0	Driving/vehicles	0
Verbal warning	0	Bicycles	0
Parking alert	0	Alcohol	0
Yellow card warning (ASB)	0		
Community Protection Warning/Notice	0		
Fixed Penalty Notice	0	Clear up/disposal reports TOTAL:	3
Reports into Police TOTAL:	5	Fly tipping / flyposting	1
Phone (including 101 and 999)	0	Graffiti	0
Online	0	Dog fouling	0
Intelligence report	2	Litter	0
Verbal	3	Drug litter	0
E-CINS cases (multi-agency reporting)	0	Hazards	2
Media Reports TOTAL:	1		
Press release/Community magazines	0		
Social media posts	1	Community events attended	22
Admin hours	27	School contact	7
Vulnerable people welfare checks	4	Youth engagement	13
Signposting	21	Reports to DVLA	0
Safeguarding referral	0	Reports to Operation Crackdown	0

KEY:

ASB: Anti-social behaviour

E-CINS: Online portal for confidential multi-agency sharing of caseloads.

HDC: Horsham District Council

Operation Crackdown: A joint initiative with Sussex Safer Roads Partnership and Sussex Police to report abandoned vehicles or anti-social driving.

PCSO: Police Community Support Officer

PSPO: Public Spaces Protection Order – Intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life.

PPC: Pulborough Parish Council

WSCC: West Sussex County Council

WSFR: West Sussex Fire and Rescue

CSAS: Community Safety Accreditation Scheme

ASB

During the school half term holidays at the end of October we spoke with a group of young people whilst out on patrol about a large hole that had been dug in Pocket Park. Whilst we were pleased to see that they were outside enjoying themselves, away from screens and games consoles and although none admitted they were responsible, words of advice were given about the dangers of a hole that size being dug, which could cause a tripping hazard to walkers or cause a fatality to small animals unable to get back out. The hole was quickly reported to the Parish Council and Groundsman Fred promptly filled the hole in.

Damage was also found to the wooden bench by pocket park.



We were also notified of anti-social behaviour at the Recreation Ground by 3 young people aimed at parents and grandparents using the playground. Enquiries were carried out and we passed details onto PCSO Lisa Bowley who spoke with the young people involved and their parents.

Parking/Vehicles/Road

Road Issues

We were notified of a tree partly lying in the road on Broomers Hill, that could cause an accident. We investigated and agreed that it was a hazard, so whilst one of us managed the traffic on the hill, the other got busy removing the hazard and tidying the carriageway.



Parking Around St Mary's Primary School

Concerns continue to be raised about parking around St Mary's Primary School. HDC's Civil Enforcement Officers do attend when their rota allows. We have been in discussions with staff at the school regarding Safer Routes to School Plans and have also been discussing the issue with Parish Council Chair Len Ellis-Brown and Parish Clerk Harry Quenault who are exploring the idea of a school crossing patrol amongst other wider ideas.

Other Vehicle & Driving Matters

We are frequently asked about what can be done about vehicles being driven with no road tax or valid MOT, these can be reported by members of the public using the links below:

<https://www.gov.uk/report-no-mot>

<https://www.gov.uk/report-untaxed-vehicle>

For anti-social driving and abandoned vehicles, please report to Operation Crackdown at:

<http://www.operationcrackdown.org/>

Fly Tipping/Littering/Graffiti

Fly Tipping

October saw the fly tipping of a sofa by the entrance to Duncan's Pond adjacent to London Road. We were contacted by Newey Nurseries about this and discussed the issue with them. Before we could make the report to our Hop Oast Depot a post appeared on the local Village Facebook Page and a diligent local resident updated that they had already reported it. Thank you to them.



If you witness fly tipping, please call Sussex Police and if possible, provide them with the registration of the offending vehicle and subsequently any relevant dash cam footage you may have. You can also report it direct to HDC at:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/fly-tipping>

Abandoned shopping trolleys can be reported on the Trolleywise app on your phone.



You can report incidents of graffiti direct to Horsham District Council via their website:
<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning>

Community Engagement/Events/Meetings

Monday Hub

We attended The Hub at Pulborough Library on three alternate Mondays in October. We find this a beneficial place to visit at least once a month. Not only do we get a warm welcome, but we find that those attending feel it is a safe place to discuss any personal or community issues with us. Going into the winter months the group is also a useful warm hub.

Although many of the attendees are older members of our community, The Hub is open to anyone of any age. One young person has recently attended The Hub and on Monday 30th October we supported them to write their first CV. We wish them every success with their job hunting.

Craft Café

On Tuesday 10th October we visited the Craft Café at the United Reformed Church and spoke to attendees about a variety of community issues. Like The Hub we are grateful to those running the group that we are welcomed along and again the Craft Café provides a comfortable, safe place for people to speak to us.

Quarterly Pulborough Community Volunteer Forum Meeting

On Tuesday 10th October we attended the quarterly Community Volunteer Forum meeting, also held at the URC. Chaired by Christine Lindsay, the group shares updates about the work of groups, organisations, and volunteers within the community. Updates were given by all the Pulborough Churches, the Pulborough and District Community Care Association (PDCCA), Pulborough Community Transport, Pulborough Traders and Pulborough Medical Group (PMG) via their Social Prescriber. We also gave updates on our community projects 'The Pulborough Pantry' (Community Fridge) and our joint Youth Forum with the Billingshurst Wardens.

Pulborough Shedders Meeting



On Tuesday 17th October Louisa attended a meeting with Tim Tapley and Andy Heath of the Pulborough Shedders alongside Parish Council Chair Len Ellis-Brown and Clerk Harry Quenault. At the meeting it was discussed how the Parish Council could support the Shedders project in the future. Also at the meeting was Carrie Cort from Sussex Green Living. Carrie spoke about other community projects and the possibility of starting a Repair Café in Pulborough.

We also met with the Shedders at one of their regular Wednesday morning sessions, where we chatted to them about their recent progress and have helped them update their website design, content and got their 'Donate' button working, so they can now receive donations to their great cause.

Meeting Regarding Community Garden

We responded to a Facebook post from a local resident, asking if there was a community allotment in Pulborough. As this is already one of our larger community projects, we arranged a meeting with the resident and discussed our existing plans with her. Happily, she expressed an interest in being involved with not only this, but some of our other projects too, including the Pulborough Pantry.

Games & Wellbeing Café

On Thursday 26th October, Louisa attended the Games & Wellbeing Café at the Village Hall. The group appears to be going from strength to strength and has a great core group of regular attendees. The added chair exercise element is also very popular. Again, the group is open to all ages and is a very welcoming, warm place.

Patrols (foot/visible and car)

During October we have conducted our usual hotspot patrols for anti-social behaviour and for fly tipping and graffiti, both on foot and in our Warden vehicle.

On Thursday 26th October we met with two new members of HDC's Community Safety Team, Lucy Hargreaves (Community Safety Support Officer) and Tamsie Hicklin (Community Safety Early Intervention). Lucy and Tamsie

joined us on a foot patrol around Pulborough so they could get to know the village better and for us to explain to them where the local ASB hotspots are and for us to explain any other relevant community issues.

On Tuesday 31st October we had another foot patrol with Parish Clerk Harry Quenault, again visiting some of our hotspots and visiting Parish Council owned areas of land.

With the clocks changing this month and it now getting darker earlier, people are noticing street lighting that is not working. Whilst out on patrol we have been asked by members of the public where they can report faults with street lighting to. These can be reported via the link below:

<https://www.lightsoninwestsussex.co.uk/Public/ReportFault.aspx>

Older, Vulnerable People and Youth

Older People

On Friday 13th October we visited the Billingshurst Wardens Coffee morning at the Billingshurst Village Centre to speak with attendees and to see how it operates, to see whether there was a need to replicate it in Pulborough. The group was very friendly, and we chatted to those present, one lady travelling there each Friday from Pulborough. We found the group had a very similar atmosphere to The Hub at Pulborough Library.

Vulnerable People

This month we have continued to support some of our more vulnerable members of the community. We have supported a local resident with learning difficulties, making contact with their support worker to provide updates and to carry out joint agency working. We have visited some of our elderly residents and linked in with family members.

Youth

School visits

We continue to visit the school during their lunchtime play sessions to engage with the different year groups, building trust with the young people and developing our relationship with the school.

It has been lovely hearing the children commenting on where else they have seen us out and about in the parish.

Teagan said, "I saw you both at the Harvest Fair".

Alfie said, "I saw you both at the park".

Leah said, "I see you when we are at the rec".

Our continued thanks go to Mrs Copus for continuing to allow us this opportunity.



Youth Forum

On Wednesday 11th October and Tuesday 17th October we visited The Weald School with our colleague Julie Green, Billingshurst Warden. We spent time over the lunch break speaking to some of the pupils who live in Billingshurst & Pulborough Parishes about our plans to start a Youth Forum and gave out flyers. We also plan to go back over the coming months to attend some assemblies to explain further, with the hope of setting up the forum in the new year.



We want to set up Youth Forums in Billingshurst and Pulborough and need your help!

- Do you want to have your voice and opinions heard?
- Do you want to shape future decision-making in Horsham District and have a say over what happens in your own neighbourhood?

Our first objective is to listen to you and then work with you to address key issues where you live

pulborough.wardens@horsham.gov.uk billingshurstwardens@horsham.gov.uk

Youth Boxing Programme

Our youth boxing programme run by WBC Cares UK is continuing at the Village Hall on Wednesday evenings between 5pm and 6pm. Numbers have begun to drop as we go into the winter months, so we are keen to get more young people involved, if there are any 11 – 17 year-olds interested in joining please help us by spreading the word. There is no need for them to pre-book, just come along to the village Hall (Term Time Only)

Youth Provisions Meeting

On Wednesday 11th October we attended a Youth Provisions meeting with Parish Councillor Kevin Lee, Parish Clerk Harry Quenault and Andi Dunstan, director of Chanctonbury Community Leisure to discuss potential new youth provisions in the area. A pop-up youth club was discussed as well as other potential youth and sporting activities. The meeting was positive, and we hope that new provisions will begin in the new year, once venues and timings and have been confirmed.

Dog Related Issues

During October we have had no reports of dogs not being kept under control.

Any attacks by dogs need to be reported immediately to Sussex Police. Their advice is that if there is an immediate threat to human or animal life to call 999. Otherwise report to the police on 101 or via the Sussex Police website reporting form. <https://www.sussex.police.uk/ro/report/ocr/af/how-to-report-a-crime/>

Dog fouling can also be reported via the HDC website:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/dog-fouling>

Dogs Roaming Free

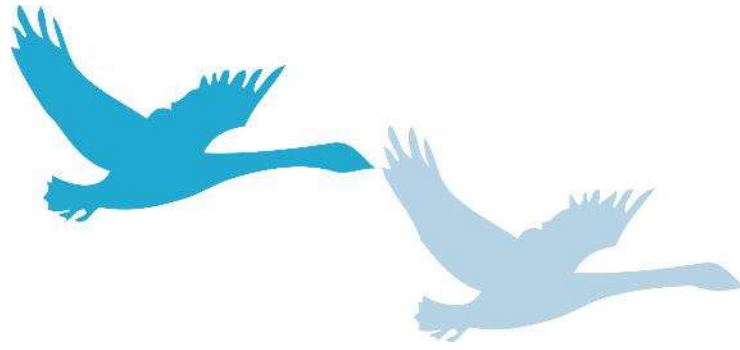
If you find a dog roaming free and not being supervised, you may wish to consider reporting it to Environmental Health by email at publichealth.licensing@horsham.gov.uk

Cycling

We have received no cycling related complaints this month.

Parish Specific/Other

We were able to help the Parish Council with the design work to update their existing logo from two separate, side-by-side swans to two overlapping ones. The idea was to make it more useable across multiple platforms, particularly their social media channels where a circular avatar picture is beneficial.



Community Fridge

We paid a visit to the Billingshurst Community Larder with Parish Councillor Kevin Lee on Wednesday 4th October, to see how they operate their larder, with a view to setting up a similar one here in Pulborough.

The principle of a community larder is to prevent food waste, by picking up food from the local supermarkets and distributing free to the community without prejudice.

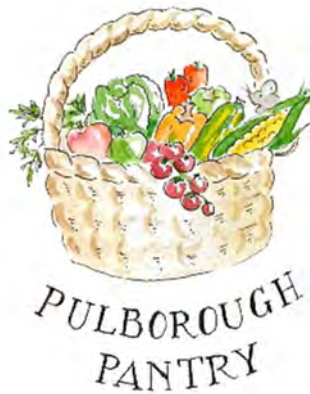
As you can see from the photos below, on the day of our visit, they had taken and shared out 234 kg of food that would have been thrown away!





On Thursday 26th October we met with Denise Campbell, Gillian Knight and Christ Henson from Billingshurst Community Partnership to discuss how they went about setting up the Billingshurst Community Larder. They were exceedingly kind to share their knowledge and processes with us.

This is a project we had been working on in 2022 but with issues surrounding a venue from which to operate one we had been unable to proceed. However, with the kind help and support of Pulborough Parish Council a venue has now been agreed and we are looking to open the “Pulborough Pantry” in the next few months.



Van Break-Ins

There were a few Transit vans broken into overnight in the parish and unfortunately, a quantity of tools were stolen. We spent some time with the victims of the break-ins looking at how access was gained, ongoing security and returning the unfortunately empty tool cases.

We were also contacted by a resident who had some camera footage of some suspicious behaviour outside their property, and we encouraged reporting to Sussex Police.

This crime spree has sadly also occurred in several neighbouring parishes too and is being investigated by Sussex Police.



Carpenters Meadow Play Area

On Friday 20th October we meet with Paul Anderson, Director of Communities and Anna Chapman, Parks and Countryside Development Manager from HDC to discuss the poor condition of the playground at Carpenters Meadow. The playground equipment is old and dilapidated, and the area is looking somewhat unloved. This is something that we flagged last year but is now getting some traction thanks to the involvement of District and Parish Cllr Paul Clarke and Horsham District Council Parks Dept.



The meeting was very successful and ultimately very promising, as it was stated that HDC has a budget to upgrade the facilities under its rural playground refurbishment programme. Plans have begun to develop the site, linking it into the adjoining RSPB nature reserve. Consultation will be conducted with residents surrounding the playground via a questionnaire, which will be delivered soon.

<https://www.instagram.com/pulborough.wardens/>

<https://www.facebook.com/HDWardens>

<https://twitter.com/HorshamWardens>

Warden Monthly Report

November 2023 – Pulborough Parish

Patrol hours TOTAL:	85.5	ASB (Anti-Social Behaviour) incidents reported to us TOTAL:	3
Foot (high visibility)	46	Noise	0
Vehicle	16	Neighbours	0
Notices/warnings TOTAL:	1	Driving/vehicles	3
Verbal warning	0	Bicycles	0
Parking alert	1	Alcohol	0
Yellow card warning (ASB)	0		
Community Protection Warning/Notice	0		
Fixed Penalty Notice	0	Clear up/disposal reports TOTAL:	4
Reports into Police TOTAL:	2	Fly tipping / flyposting	0
Phone (including 101 and 999)	0	Graffiti	2
Online	0	Dog fouling	0
Intelligence report	0	Litter	0
Verbal	2	Drug litter	0
E-CINS cases (multi-agency reporting)	0	Hazards	2
Media Reports TOTAL:	5		
Press release/Community magazines	0		
Social media posts	5	Community events attended	8
Admin hours	23.5	School contact	7
Vulnerable people welfare checks	2	Youth engagement	12
Signposting	17	Reports to DVLA	0
Safeguarding referral	1	Reports to Operation Crackdown	0

KEY:

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PCSO: Police Community Support Officer

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PPC: Pulborough Parish Council

WSSC: West Sussex County Council

WSFR: West Sussex Fire and Rescue

CSAS: Community Safety Accreditation Scheme

ASB

During November we are pleased to report that we were not called to any anti-social behaviour hotspots within the parish. We did receive complaints about anti-social parking (see below) and the anti-social and criminal activities of those dealing drugs within the parish. We have continued to encourage reporting to Sussex Police or Crimestoppers.

Parking/Vehicles/Road



On Friday 3rd November, due to the closure of Church Hill amid safety concerns from the large amount of rainfall in the district, Ross joined Parish Clerk Harry Quenault, Councillor Jon Campbell, local residents and our colleagues Chris Poore (Storrington Warden) & Christina Arnold (Ashington Warden) to help make sure children and their parents could cross the road safely and to prevent drivers from mounting the pavements. This presence helped to keep people safe and helped to keep the traffic moving.

School parking issues

We are pleased to report that Pulborough Parish Council have been liaising with WSCC and permission has been given to recruit a lollipop person for St Mary's Primary School. Further work will be carried out in the new year regarding a potential school crossing.

Road issues

We have reported the poor road condition around the drain covers along London Road to WSCC Highways, case reference 3256989. We have received the following response:

We have investigated your enquiry and already have a job with our contractor to repair this issue in accordance with our timescales. If this is considered a safety issue then this could be up to 28 days, depending on severity.



We are frequently asked about what can be done about vehicles being driven with no road tax or valid MOT, these can be reported by members of the public using the links below:

<https://www.gov.uk/report-no-mot>

<https://www.gov.uk/report-untaxed-vehicle>

For anti-social driving and abandoned vehicles, please report to Operation Crackdown at:

<http://www.operationcrackdown.org/>

Fly Tipping/Littering/Graffiti



Whilst out on foot patrol on Wednesday 22nd November we noticed two lots of graffiti that sadly our removal wipes were not suitable to remove. These were reported to our colleagues at Hop Oast Depot.

Offensive graffiti at Cousins Way reported to HDC for removal reference 3644966 of 22/11/2023

Graffiti tag at Lower Street reported to HDC for removal reference 3645000 of 22/11/2023

You can report incidents of graffiti direct to Horsham District Council via their website:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning>

If you witness fly tipping, please call Sussex Police and if possible, provide them with the registration of the offending vehicle and subsequently any relevant dash cam footage you may have. You can also report it direct to HDC at: <https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/fly-tipping>

Stray shopping trolleys can be reported on the Trolleywise app on your phone.



Community Engagement/Events/Meetings

Quarterly Warden Team Meeting

On Tuesday 7th November we attended the quarterly warden team meeting at Parkside, Horsham. The meeting is a great forum to discuss ongoing projects, Parish specific or shared issues and to share best practice within the rest of our wider warden team. We also have inputs from other departments within HDC who can support our work in a variety of ways.

Games & Well Being Café

On Thursday 9th November Louisa visited the Baptist Churches Games & Well Being Café in the Rother Hall at the Village Hall. The group regularly has 15-20 attendees, and it is always great to see the competitive nature of those playing the variety of games available! As well as the laughter and chatter in the room. Louise who runs the group then talks the group through a selection of chair and breathing exercises.

The (Monday) Hub

We have continued our regular visits to The Hub held at Pulborough Library when on duty on a Monday. On Monday 27th November Louisa was accompanied by new Neighbourhood Warden (for Horsham) Oscar Johnson who was spending time learning about the warden role. We would like to thank the attendees and organisers of The Hub for welcoming Oscar and sharing their biscuits!

Bi-annual All Staff Briefing

We attended the six-monthly all staff briefing held at The Capitol in Horsham on Tuesday 14th November. The staff briefing enables HDC staff to hear an update from the Senior Leadership Team about a variety of issues impacting the council and projects the council are working on.

Craft Café

Louisa was welcomed to the Craft Café at the United Reformed Church on Tuesday 28th November. It was great to hear of the support being given to the Family Support Work (FSW) Charity, see the amazing crafts produced by the very talented ladies attending and Louisa was able to give an update on the Pulborough Pantry (Community Fridge).

Pulborough Shedders Grand Opening

After many months of meetings, moral and technical support, we were incredibly pleased and honoured to be invited to the official opening of the Pulborough Shedders on Wednesday 29th November.

The event was extremely well attended (and catered for!) with great support from new and existing members, the Parish Council and supporting community members.



Len Ellis-Brown, Parish Council Chair cutting the ribbon and declaring the temporary base open.



Patrols (foot/visible and car)

As part of our regular foot and vehicle patrols, we have been keeping a close eye on the Parish in particular the water levels of late which have been causing issues in the area amongst roads and some building and businesses.



Bottom of Rivermead Nature Reserve leading to the Brooks

During November we have been joined on patrol by two new wardens who have joined our wider warden team at Horsham District Council this month. On Friday 17th November we were joined by John Sampson who will be working in Storrington and Sullington and on Tuesday 21st November and Monday 27th November we were joined by Oscar Johnson who will be working in Horsham Town covering Denne, Trafalgar and Forest neighbourhoods. John spent time assisting us to provide support to a homeless person in Pulborough and Oscar came with us on our Tuesday visit to St Mary's Primary and Monday visit to The Hub. Both also patrolled with us by vehicle checking our fly tipping hot spots.

Older, Vulnerable People and Youth

Vulnerable People

Pulborough was visited by a homeless person for just under a week, during November and it was wonderful to see how the community pulled together to provide help and support to them and hopefully make their stay with us a better one.

Youth

Other Tuesday commitments in November meant that we were not able to visit St Mary's Primary School quite as much as usual this month, but we were lucky enough to introduce our new team colleague Oscar to the children when he joined us. Oscar got to see how beneficial interacting with the children is from a young age, building trust and chatting to them about how we can help them, which we hope will pay dividends in the years ahead. Although being dragged around the playground and being 'put in jail' by the reception children was an eye-opener for Oscar!

Dog Related Issues

Dog Fouling

We have received complaints about dog fouling in a private road in Pulborough and we are giving advice to the complainants regarding their options to resolve the issues.

Dog fouling can also be reported via the HDC website:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/dog-fouling>

Dog Attacks

Any attacks by dogs need to be reported immediately to Sussex Police. Their advice is that if there is an immediate threat to human or animal life to call 999. Otherwise report to the police on 101 or via the Sussex Police website reporting form. <https://www.sussex.police.uk/ro/report/ocr/af/how-to-report-a-crime/>

Dogs Roaming Free

If you find a dog roaming free and not being supervised, you may wish to consider reporting it to Horsham District Council's approved contractor on 07512 089777 and they will come and collect. ***This is a 24/7 service, but the dog does need to be contained for them to collect.***

Parish Specific

St Mary's Primary School Fireworks

We were asked at short notice by the PTA to assist on the evening with marshalling as the marshal team was missing a member, which would have put the display in jeopardy. Thankfully, Louisa was able to step in, the weather was kind and there was a great turnout who were able to enjoy another fabulous display by Aurora Fireworks and PTA event. Well done to the PTA!



Pulborough Pantry (Community Fridge)

November has seen our joint initiative with Pulborough Parish Council move forward in leaps and bounds. We have had several meetings with Kevin & Maria Lee regarding social media and promotion of the pantry scheme and looked at signing up to HUBBUB which is an organisation which co-ordinates the Community Fridge Network across the UK. As well as researching and signing up to the relevant apps and websites to arrange food waste collections.

A dedicated Facebook page for the Pulborough Pantry was then created by the newly formed admin team as well as an Instagram account.

<https://www.facebook.com/profile.php?id=61553806280632>

<https://www.instagram.com/pulboroughpantry/>

On Wednesday 8th November, accompanied by Parish Councillor Kevin Lee we visited local supermarkets and smaller food outlets such as Morrisons, Greggs and Costa at Billingshurst and One Stop at Storrington to discuss food availability with them and to confirm which websites and apps they use for food collections.

Although the main focus of a Community Fridge is to prevent useable food going to landfill it was felt that if we could also gather a stock of non-perishable, longer life goods in addition to the perishable foods collected from supermarkets and other local food outlets, we could do more to support those within the parish who are being impacted by the cost of living crisis. Maria came up with the idea of a raffle to raise additional funds at the Parish Council Christmas Market to be held on Friday 1st December and we have worked hard on promoting both the event and the raffle.

We also used the newly created social media platforms to put a call out for volunteers which has been extremely positive.

We will have lots more to update on in our December report.



Open to everyone!



Coming soon to Pulborough...
A community fridge to help
reduce food waste



PULBOROUGH PANTRY VOLUNTEERS NEEDED

Join Our Team!



Help Us To:

- Reduce Food Waste
- Support Our Community
- Build The Team

We Need Help With :

- The running of the Pulborough Pantry
- Co-ordinating Collections
- Collecting Surplus Food From Supermarkets



If you can spare any time to support us,
please contact: pulboroughpantry@gmail.com or 07584 337475



Pulborough Pantry

PULBOROUGH PANTRY RAFFLE



To help with the set up of our community pantry we are organising a raffle to obtain enough stock to help our local families over the Christmas period.

Please bring a pantry item from our list below to be entered into our prize draw to win a Christmas Hamper or you can choose to pay £1 per strip instead

**FRIDAY 1ST DECEMBER
5PM-8PM
AT PULBOROUGH'S CHRISTMAS MARKET AT THE VILLAGE HALL**

Long life milk- Fruit juice/Fruit cordial - Breakfast cereal
Jam/marmalade- Tinned rice pudding/custard - Tinned ready meals - Tinned fish - Jars of cooking sauce - Hot chocolate - Small Jars of coffee - Tinned Fruit (in juice preferably) - Biscuits - Rice - Pasta - Packets of mashed potato/Tinned potatoes - Healthy snacks (small boxes of raisins/apricots) - Toothbrushes/Toothpaste - Shower gel & shampoo - Roll on deodorant (male & female) - Shaving gel/foam



PULBOROUGH PANTRY

<https://www.instagram.com/pulborough.wardens/>

<https://www.facebook.com/HDWardens>

<https://twitter.com/HorshamWardens>

Terms of Reference – Events Working Group

Background

Pulborough Parish Council is at the heart of our picturesque countryside, playing a central role in our vibrant community. To enhance our community events and bring fresh ideas, we believe creating an Event Working Group is crucial. This group will be a hub for innovation, where we can come together to plan and execute events.

In a community filled with various local groups and stakeholders, this platform will promote collaboration and serve as a catalyst for shared experiences. Let's make our events even more memorable by working together!

Purpose

Pulborough Parish Council needs an Event Working Group to bring our community together and make our town more vibrant.

This group plans and organises various events that cater to everyone's interests, from fun gatherings to educational activities.

By doing this, it will help us connect, support local businesses and shows off what makes Pulborough special. Ultimately, this group aims to create a more united and lively community that celebrates our town's spirit through exciting events.

Membership

The working group will consist of the following representatives:

- 3 Pulborough Parish Councillors
- Deputy Clerk
- 1 Horsham District Councillor (can have two hats)
- 1 MOP

Other representatives may also attend meetings when necessary for additional guidance, as long as this is with the agreement of a simple majority of the group.

Working Arrangements

Parish Councillors will need inform the full Parish Council between stakeholder meetings, therefore the stakeholder group will meet approximately quarterly with meetings generally being held in Pulborough, or virtually if necessary. The group is unlikely to cease and rather be core to the ongoing work that Pulborough Parish Council wish to encourage. The group will be entitled to spend the events budget and work towards gaining the events income, without the need to come back to the Full Council.