



PULBOROUGH PARISH COUNCIL

Working together for a better future

PULBOROUGH PARISH COUNCIL

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MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH 18th JUNE 2015 AT PULBOROUGH VILLAGE HALL

PRESENT: Cllrs Tilbrook (Chairman), Clarke, Court, Esdaile (left at 10.05pm), Hare, Henly, Kipp, Lawson, Qusted, Reddin, E Wallace, J Wallace & Wilson.

IN ATTENDANCE: Tom Warder (Action in rural Sussex), Lisa Boydell (HDC), Richard Keatley (NP Steering Group Chairman), 4 members of the public and Sarah Norman (Clerk).

The meeting opened at 7.30pm

28. APPOINTMENT OF CHAIRMAN

Members noted the resignation of Cllr Tilbrook as Chairman of the Council. The Clerk advised that she had received one nomination for Cllr Qusted to be appointed Chairman. It was subsequently proposed, with all in favour, that Cllr Qusted be appointed as the Chairman of the Council for the ensuing municipal year.

RESOLVED: Cllr Ray Qusted duly appointed Chairman

Cllr Qusted took his seat as Chairman, signed the Declaration of Acceptance of Office subsequently countersigned by the Clerk and chaired the remainder of the meeting.

29. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mortimer.

30. DECLARATIONS OF INTEREST

There were no Declarations of Interest

31. MINUTES

31.1 Annual Village Meeting

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 14th May 2015 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Nothing to report

31.2 Annual Meeting of the Council

It was noted that the copy of the minutes circulated to Members was missing page 6 which included reference to minute number 11. The Chairman confirmed that the copy to

be signed include all pages and the Clerk read page 6 to Council and subsequently, the Council **RESOLVED** to agree and approve the Minutes of the Meeting held 21st May 2015 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Nothing to report.

31.3 Planning & Services Committee

Members received the Minutes of the Meetings held 4th June 2015.

Clerk's Report

It was noted that Cllr Wilson had not been recorded as the representative for the Doctor's surgery and the Clerk was advised that she will ensure this is noted in the next P&S minutes.

31.4 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held 28th May 2015

Clerk's Report

Nothing to report.

32. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed Mr Lawrie Ellis, who had given notice to speak under agenda item 5b regarding the Sussex Elders' Commission, a Sussex Police Crime Commissioner initiative.

Meeting adjourned : 7.39pm

Meeting reconvened : 7.46pm

The Chairman thanked Mr Ellis for addressing the Council and urged all Members to contact Mr Ellis with details of any residents who may benefit from hearing of the commission.

33. COMMUNITY LAND TRUSTS

The Chairman welcomed Tom Warder from Action in rural Sussex (AirS) to give a presentation about Community Land Trusts (CLTs).

Meeting adjourned : 7.47pm

Meeting reconvened : 8.03pm

A copy of the presentation is attached as Appendix 1. Cllr Tilbrook reiterated the issues with affordability of local housing for both young people and local people for local jobs.

The Chairman questioned the difference between a CLT and affordable housing provided by a Housing Association. It was noted that whilst a CLT may contract services, such a housing management, from a Housing Association, the two entities are governed by different rules. For example, a CLT would not be subject to the duty to offer the right to buy scheme which is being encouraged by central government.

It was noted that there are Rural Exception Sites at Amberley, Cowfold and a very recent one in Coldwaltham.

Members noted the option of offering Self Build plots as an alternative to rental/shared ownership and that the advantage of this is, if the right type of people can be found to take up the plots, costs can be kept even lower.

The Chairman thank Mr Warder for taking the time to address the Council.

34. **HDC COMMUNITY DEVELOPMENT & ENGAGEMENT**

The Chairman welcomed Lisa Boydell, from Horsham District Council and invited her to address the Council regarding her new role and the work of her team.

Meeting adjourned : 8.17pm

Meeting reconvened : 8.25pm

Members noted the different aspects of the team including :-

- * Think Family
- * Arts Development
- * Grants and Funding

Mrs Boydell advised that she would circulate a summary of all activities via the Parish Office.

Members also noted that dementia awareness is a high priority for the team.

The Chairman thanked Mrs Boydell for taking the time to address the Council.

35. **NEIGHBOURHOOD PLAN**

Members had received the draft Pre Submission Plan and Sustainability Appraisal/ Strategic Environment Assessment (SA/SEA) as drafted and proposed by the Neighbourhood Plan Steering Group.

Members highlighted corrections/amendments on the SA/SEA as summarised below :-

Page No	Clause	Comment
Cover		should be 201 4 ⁵ and not 2014
3	8	... problems that <u>affect</u> ...
3	11	.. are outlined in para 3.3 <u>below</u>
6	1.6	... seeks to do <u>it</u> in a way...
10	3.3	<u>The Pulborough Parish Neighbourhood Plan (PPNP)</u> . .
11	3.5 bullet point 3	. . . and Codmore Hill <u>as</u> a Category 2 settlement . . .
19	7.16	... of the <u>Royal Mail</u> Sorting Depot
21	7.28	Include reference to the Inspector's comments on the Oddstones Appeal. i.e. The Planning Inspector's conclusion for the Oddstones sites (DC/09/0488) acknowledges that " <i>The Appeal site is outside the built up area and therefore in conflict with Policy DC1</i> ".

Members highlighted corrections/amendments on the Pre Submission Plan as summarised below :-

Page No	Clause	Comment
5	1.9	There are four other settlements included in the Parish <u>. These are Codmore Hill</u>
7	1.14	. . . environmental designations <u>such as</u> the South Downs National Park . . .
10	2.8	. . . Fig c (Page 11)
15	3.9	. . marked differences in responses. <u>No significant differences were observed.</u> The detailed responses . .
19	3.25	... conducted traffic surveys in Pulborough they later <u>reported</u> that the survey failed to gain <u>sufficient results to be of any useful meaning. If the surveys had been successful, the</u> information gathered, when compared . .
20	3.30	. . . identified access <u>to</u> and egress <u>from the</u> up line .
26	4.8	As with SA/SEA, include reference to the Inspector's comments on the Oddstones Appeal. i.e. The Planning Inspector's conclusion for the Oddstones sites (DC/09/0488) acknowledges that <i>"The Appeal site is outside the built up area and therefore in conflict with Policy DC1"</i> .
28	Policy 4	<u>Royal Mail Sorting Depot</u>
32	Policy 12	Refer simply to Allotment Sites (which can include the plots at the Garden Centre) Include the Rising Sun PH (Nutbourne)
33	Policy 13	Include Nutbourne Common Recreation Ground (NCRG)

Members proceeded to review the policies individually, with input from the Clerk and Richard Keatley as Chairman of the Steering Group to give any explanations where necessary.

Members noted that the document, if approved, will be subject to a 6 week consultation during which time the Clerk will be required to record every written comment received. The Steering Group will review all comments received, evaluate and if necessary make amendments to the plan. A second period of consultation may then follow after which the plan will be submitted to Horsham District Council for examination by a Planning Inspector.

Following lengthy discussion, it was proposed with all in favour to approve the SA/SEA and Pre Submission Plan, subject to the amendments noted above and the documents released for public consultation.

RESOLVED: The Pulborough Neighbourhood Plan Pre Submission Plan and SA/SEA be approved and published for public consultation.

Members noted that there will be a series of information events that the Chairman, Richard Keatley and the Clerk will attend the first of which will be held on Monday 29th June at the hub Drop In session at the library.

36. DISTRICT & COUNTY

Cllr Clarke advised that Cllr Donnelly had been unable to attend due to cabinet commitments.

Cllr Clarke advised that whilst the hearings for the revised HDPF are due to start in early July, a motion has been tabled by 17 Councillors for the Council meeting on 24th June to revoke the decision taken in March regarding the revised HDPF and that 2500 of the dwellings proposed for North Horsham be reallocated to Southwater. The legal opinion is

such that should the motion be successful, the Inspector will reject the HDPF resulting in Horsham District having no plan and therefore being at risk of applications being won on appeal due to a lack of a plan and housing supply.

37. S106 FUNDING

Members received the current summary and noted that there were no changes to the previous month.

The Clerk was instructed enquire whether the Arts Development Officer as referred to by Lisa Boydell earlier in the evening, could meet with the Recreation & Open Spaces Committee regarding plans for the use of the existing S106 Public Arts funding.

38. PARISH COUNCIL CONTRIBUTION FOR REPLACEMENT BOILER AT VILLAGE HALL

Members received a request from the Trustees for a grant towards the cost of the new boiler.

Cllr Tilbrook proposed that a grant of £3000 be made. This was not seconded but a further motion proposed by Cllr Clarke and seconded that the Parish Council offer to pay 2 years rental (approx £10,500) in advance. The motion was carried by a majority.

Cllr Reddin made a further proposal, which was seconded, that a grant of £3000 be made. The motion was rejected.

RESOLVED: The Village Hall Trustees be offered 2 years rent in advance.

39. COMMUNITY RIGHT TO BID

Members received the advice notes as circulated by the Clerk. Cllr Tilbrook requested that the email he had circulated from a resident be issued again to all Councillors and the subject revisited at the September Full Council meeting.

40. CHANGING ROOM REFURBISHMENTS

Members had received a summary of the specifications together with three quotations, all in excess of £50,000. It was proposed, with all in agreement, that a small working group be formed to review the quotations in detail ready to report and make a recommendation at the July Full Council.

It was AGREED that Cllrs Clarke, Henly, Qusted, E Wallace & J Wallace are included and a date arranged as soon as possible.

41. POST OFFICE CLOSURE

Cllr Kipp has requested that this item be included due to the seriousness of the situation.

It was noted that the existing service at Gatley's will cease on 31st July. It is hoped that the service will transfer back to the General Store but this is not yet confirmed and complicated by the level of investment by the General Store owners being demanded by Post Office Counters Ltd. It was also noted that there is some disagreement between Post Office Counters Ltd and the General Store owners regarding the accounting during their previous period of involvement and hampered by the fact that Post Office Counters have taken away all paperwork held by the General Store and have thus far failed to return it.

It was noted that David Hurst, on behalf of the PCP, is involved in negotiations and it was AGREED that this should continue and report back to the Council as soon as possible.

42. VILLAGE MARKET

Members noted that the next Village Market would be held on Saturday 27th June and it was AGREED that Cllrs Qusted, Kipp and Court will attend. It was noted and thanks

expressed to Mr Lawrie Ellis, who will continue to set up the stand and attend during the morning.

Members also noted the offer of a stand at St Mary's Summer Fayre and instructed the Clerk to thank the school for the offer but decline it on this occasion.

43. REPRESENTATIVES

There were no representative reports

44. CORRESPONDENCE

The Correspondence is attached as Appendix 2.

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

Bench at Memorial Garden (Onto R&OS)

It had also been noted by Cllr Hare that his request for Gatwick to be included had not been actioned and the Clerk advised that she will review this and include on the next appropriate agenda.

46. PAYMENTS

Members approved the following payments and the cheques were signed.

Payee	£
SSALC Ltd	60.00
Fire Risk UK Ltd	84.00
New Call Telecom T/A Fuel Broadband	10.64

The meeting closed at 10.30pm

.....Chairman

.....Date

Village Market

Report from Cllr Ellis from 23rd May 2015. Copied to Council.

Publications

- i) CPRE Sussex Review - Summer 2015

CAGNE

CAGNE response to the Airports Commission Air Quality Consultation. Copied to Council.

HDC

Invitation to Future of Youth Worker Conference - 20th July 2015. Copied to Council.

LAT

Minutes of meeting 27th May.

Police

Email regarding NPT communications with Parishes. Copied to Council

Monthly Updates for April and May 2015. Copied to Council

12 months crime comparison to 25 May 2015. Copied to Council.

Horsham Matters

Meeting arranged with Chairman and Clerk for 30th June at 1pm. Would any other Cllrs wish to attend.

HDC

- HDPF Further Hearing Agenda
- HDPF Further Hearings Draft Programme

ARC

Summer Newsletter

WSCC

Boundary Review of WSCC.

Neighbourhood Watch

Message from Chairman. Copied to Council

Publications

LCR Summer 2015