



PULBOROUGH PARISH COUNCIL

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**MINUTES OF AN ORDINARY MEETING
OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 13th FEBRUARY 2014
AT PULBOROUGH VILLAGE HALL**

PRESENT: Cllr Qusted (Chairman), Buck, Ellis, Gill, Henly, Kipp, Spillane, Tilbrook, E Wallace & Walsh.

IN ATTENDANCE: County Cllr Arculus, 1 Member of the Public and Sarah Norman (Clerk).

The meeting opened at 7.30pm

Before proceeding with the agenda, the Chairman welcomed Cllr Graham Buck to his first meeting, following his recent co-option.

130. APOLOGIES FOR ABSENCE

Cllrs Clarke, Dale, Lawson, Mortimer & J Wallace sent their apologies as they were unable to attend. District Cllrs Donnelly & Paterson had also advised that they were unable to attend.

131. DECLARATIONS OF INTEREST

There were no declarations of interest.

132. MINUTES

132.1 Full Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 14th and 16th January 2014 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Item 114 – Apologies for Absence

As noted, Cllr Gill's apology was received immediately after the meeting.

132.2 Planning & Services Committee

Members received the Minutes of the Meetings held 16th January 2014

Clerk's Report

Nothing to report.

116.4 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held 30th January 2014.

Clerk's Report

Item 96 – Cousins Way Trim Trail

Cllrs Henly, E Wallace and Walsh visited the Sovereign installation at St Marys School, Pulborough.

133. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers

134. PLANNING APPLICATIONS

Members considered the following application

DC/14/0090 - Lyons Cottage Farm, Nutbourne Lane, Nutbourne

The installation of a low ground mounted solar panel photovoltaic generator array in land adjoining Lyons Cottage Farm.

No Objection

135. DISTRICT AND COUNTY

Cllr Arculus reported that she had held a meeting with WSCC Street Lighting and expressed complete dissatisfaction regarding the delays in installing the columns in Lower Street, especially as SSEC had received full payment for the lights in June 2013. Cllr Arculus reported that she had requested an update on the proposed timings and would continue to chase for this. Cllr Arculus had also expressed disappointment with the consultation carried out by SSEC regarding the Lower Street scheme, which consisted of a van parked in the car park for a few hours on a weekday morning.

It was noted that the traders had expressed concern about whether, due to the delays in getting the columns erected, there would be sufficient time to organise hanging baskets for this summer. The Clerk had advised that she had not made any enquiries as there was no guarantee that the columns would be in place in time. Cllr Arculus suggested that if a short notice solution was needed there was a specialist hanging basket centre near Chichester who may be able to assist.

Cllr Arculus had spoken to the Parish Clerk before the meeting who advised that many of the outstanding issues such as the lighting on the Cinder Path, were now resolved or progress being made. In the case of the Cinder Path, the lights had now been repaired and WSCC were in the process of having the systems updated after which the columns could be upgraded.

136. S106 FUNDING

Members received the most recent summary of available S106 Community Contributions and noted that there were no changes to the previous month. The Chairman had circulated a memo to all members prior to the meeting regarding "earmarking" of all existing S106 funds for identified projects. It was noted that after the amounts needed for the pavilion refurbishment, the adult trim trail and memorial garden (and excluding sums noted as public art or recycling) there was a balance of approximately £70,000 to consider. Members suggested that the following be considered as suitable uses for the funds :-

- Lower Street
- Youth Club
- Wheelchair accessible vehicle for Community Care Association
- Cousins Way Recreation Ground improvements

It was subsequently AGREED that the issue would be referred back to the Finance & Policy Committee for further discussion.

Members also received a summary of the Pulborough Highways S106 funds and the Chairman proposed that this issue be referred to the Planning & Services Committee for further discussion.

Members also received a copy of the application by the short mat bowls club for a S106 grant and after discussion it was AGREED with all in favour to support the application.

RESOLVED: To support the S106 application by the Short Mat Bowls Club.

137. NEIGHBOURHOOD PLANNING

Cllr Tilbrook reported that he, Richard Keatley and Les Ampstead had attended a meeting at Horsham District Council to discuss the Neighbourhood Plan. The meeting had been productive and HDC have requested a further meeting to discuss how Pulborough and HDC can work closely together in this exercise.

The Steering Group is to meet again on 17th February. A launch is planned for end of March and early April. There will be events in the day and evening with one at a weekend. The current work is building towards these launch events and then the formation of the focus groups will begin.

Cllr Tilbrook highlighted the necessity of interrogation of widely published statistics as these could be erroneous and misleading.

The Chairman raised the issue of incidental costs arising out of the Neighbourhood Plan and it was noted that a budget has been included in the 2014/15 for the project. It was subsequently proposed to make a sum of £500 available to the Steering Group to cover these incidentals with all in favour.

RESOLVED: A budget of £500 be available to the Steering Group for incidental costs.

Cllr Ellis questioned whether, if the Community Infrastructure Levy (CIL) was the incentive for producing a Neighbourhood Plan, it had yet been calculated how many new homes would need to be built to raise enough funds to bring the existing infrastructure up to date. Cllr Tilbrook advised that this level of conclusion was some way off, especially if HDC had their emerging plan rejected as had happened to Brighton and other nearby authorities, but will definitely be considered in due course.

138. MEMORIAL GARDEN

Members discussed the issue fully with the following decisions recorded :-

RESOLVED: Contract for the landscaping of the area awarded to S R Brierley.

RESOLVED: The size of the sculpture should be 2' x 18" x 3" The Clerk was instructed to obtain quotations for the work and report back to Council as soon as possible.

RESOLVED: The Text for the sculpture should be :-

Left Hand Page : This Memorial and Peace Garden is dedicated to the memory of all in our Parish who have given their lives at home and abroad in the service of this country.

Right Hand Page : Our lives carry on, but our memories stay strong of those we have lost, who will never be forgot.

RESOLVED: The opening date should be the morning of the 14th August 2014. Sir Brian Barttelot to be formally invited to officiate at the opening.

The issue of refreshments was discussed and it was noted that Cllr Dale has already made some plans for the use of the Village Hall. However, it was agreed that this issue needs further discussion nearer the time when there is an indication as to who may be able to provide the refreshments. It was noted that the Oddfellows Arms is now under new management and this may be a suitable alternative to providing "in house" refreshments.

139. LOCAL COUNCIL REVIEW

RESOLVED: to continue with the subscription but for only 1 copy per issue.

140. FOOTPATH FROM CARPENTERS MEADOW TO LOWER STREET

Members received the offer from HDC for the Parish Council to purchase the footpath for a nominal amount and then take on the routine maintenance and after discussion AGREED to refuse the offer.

141. CRIME PREVENTION

Cllr Ellis referred to a recent article in the Local Council Review which stated :-

“Strategic governance of crime and disorder reduction has belonged with the local Community Safety Partnerships (CSPs) since the implementation of the Crime and Disorder Act 1988. The act makes it clear that tackling crime should be a partnership matter. As such, it is important that parish and town councils are aware of the ways in which to influence the strategies and plans of the CSP for the benefit of their neighbourhoods.”

It was noted that the Parish Council therefore, does have some obligations regarding crime prevention and Cllr Tilbrook advised that this will be an issue for consideration under the Neighbourhood Plan.

It was noted that statistics would be really helpful in quantifying the issues but that much anti social behaviour was not listed and often not even reported. Cllr Ellis suggested that if Councillors represented wards this would assist in this area. It was noted that Peter Jones of the LAT sits on the steering group for the Neighbourhood and it is hoped that he will play an active role to get people involved and this type of issue is certainly on the agenda for the Neighbourhood Plan. The Chairman reported that when the focus groups are formed, the intention is to be demographic as well as geographic.

Finally, Cllr Ellis stated that it is important for the Council to be ahead of the game and proactive and referred to the “Think Family” scheme.

Whilst discussing policing, the future of the station in Pulborough was raised and the Clerk was instructed to request an update on any plans for closure. County Cllr Arculus offered to ascertain the best person to approach for this and report back to the Parish Office.

142. VILLAGE MARKET

It was AGREED that Cllr E Wallace should attend the Village Market on 22nd February 2014.

143. LOWER STREET

Cllr Tilbrook reported that he and Cllr Kipp had held a very well attended meeting with the Traders and the priority issues were noted as the safety of the pavements and the need for more short stay, on street, parking.

Cllr Tilbrook therefore proposed that he, a representative from the Traders and a representative from Pulborough Community Partnership, attend a meeting with WSCC Highways to ascertain potential solutions to these problems and all Members AGREED with this proposal. The subject of traffic lights, both permanent and temporary, was raised and it was noted that there was concern from traders about this idea. Cllr Arculus suggested that the inclusion of a Highways Engineer would be advantageous and she would look into arranging a date in March.

Cllr Tilbrook advised that the funding for this would need to come from the remaining S106 monies held by HDC together with any other S106 Highways monies held by WSCC.

Finally, Cllr Tilbrook reported that at the recent opening of the Post Office he had spoken with Nick Herbert who had offered his support to the Parish Council in this area.

144. REPRESENTATIVES

Cllr Tilbrook had held a Sewerage and Drainage meeting, the notes from which were circulated to all Members and attached as Appendix 1 to these minutes.

Cllr Tilbrook had also attended a Bus Services Group meeting at HDC where one of the main topics of discussion was the lack of connecting buses to train services. There was evidence to support enough potential usage of additional connecting services, although this was mostly from residents of neighbouring villages. A suggestion had been made for Compass to trial a service but this would require a subsidy of £5000 to £7000 by Pulborough, Storrington and West Chiltington. It was AGREED that this issue will be referred to the Finance & Policy Committee for further consideration. The Clerk was asked to circulate copies of the notes of this meeting to all Councillors.

The issue of the non availability of services to commuters was also raised and a request was made for surveys to seek to identify the need/want for new services.

145. CORRESPONDENCE

The Correspondence is attached as Appendix 2

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

- Emergency Planning (Cllr Gill) – onto P&S *The Clerk will circulate by email copies of the Emergency Plan once edited for data protection.*
- Oddstones – Deficiencies in development (Cllr E Wallace) – Onto P&S
- Street Lighting in Lower Street (Cllr E Wallace) – Chairman to raise at next PCP meeting
- Traffic Safety on A29 (Cllr Walsh) – onto P&S
- Additional bench in Lower Street (Cllr Quested) – Onto P&S

A discussion took place about the response times of the ambulance and it was agreed that this would be fed into the Neighbourhood Plan discussions.

147. PAYMENTS

Members approved the following payments and the cheques were signed.

Payee	£
Southern Water	487.06
EDF Energy (replacement for lost cheque 6508)	165.13
Pulborough Social Centre	57.75
Southern Water	1.57
Kent County Council	592.50
Office First	74.15
Travis Perkins	3.84

The meeting closed at 9.29pm

.....Chairman

.....Date

CORRESPONDENCE**FULL COUNCIL 13th February 2014**

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

St Mary's Church

- i) Parish Mag – February 2013 issue.

Sussex Police

- i. Horsham District Monthly Update. Copied to Council.
- ii. Sussex NHW Federation Message. Copied to Council.
- iii. Visit to Parish Office by Sgt Chris O'Leary regarding oil test site at Broadford Bridge (actually in West Chiltington Parish). Details available at <http://www.celtiqueenergie.com/celtique.php?p=55>. Request to advise them of contact from residents and offer to answer any questions.

Local Action Team

Minutes of meeting held 22nd January 2014.

HALC

Minutes of meeting 22nd January 2014.

Pulborough Community Partnership

- i) Pulborough EXPO 17th May 2014. Copied to Council. **Agreed that a stand should be booked for the Parish Council for this event.**

Press release

- i) Alternative Strategy for Horsham (issued by Cllrs representing Horsham Town & Broadbridge Heath). Copied to Council.
- ii) Email of clarification from HDC regarding the above. Copied to Council.

Pulborough Society

January 2014 newsletter

Resident Letters

Correspondence regarding name of lane to Nutbourne Common Recreation Ground as "Carpe Diem Way" and noted that this is now being used in published address. **Agreed that the residents of Nutbourne should be supported in this regard and a letter should be written to HDC to express concern about the continued use of the sign "Carpe Diem Way" and the fact that the address was being published in this way.**

HDC

Press Releases :-

- a) Debate continues on strategy for housing numbers (Copied to Council)
- b) Youth work support continues to grow in District (Copied to Council)

SALC

January/February Newsletter 2014 (Copied to Council)