



## PULBOROUGH PARISH COUNCIL

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**MINUTES OF AN ORDINARY MEETING  
OF PULBOROUGH PARISH COUNCIL  
HELD ON THURSDAY 17<sup>th</sup> APRIL 2014  
AT PULBOROUGH VILLAGE HALL**

**PRESENT:** Cllrs Quested (Chairman), Buck, Clarke, Dale, Ellis, Kipp, Henly, Lawson, J Wallace, E Wallace & Walsh.

**IN ATTENDANCE:** County Cllr Arculus, PCSO Tina Dunning, 7 Members of the Public, and Lisa Underwood (Assistant Clerk).

*The meeting opened at 7.30pm*

**162. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Tilbrook & Mortimer. District Cllr Paterson had also advised that he was unable to attend. Apologies were received from Cllr. Spillane, subsequent to the meeting.

**163. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**164. MINUTES**

**164.1 Full Council**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 20<sup>th</sup> March 2014 as a true and accurate record of the proceedings and the Chairman of the meeting signed them. *It was noted that under Correspondence – Nutbourne Residents Association ii, it should read ‘Suggested that the right hand side is locked’, rather than the left hand side.*

**Clerk’s Report**

From FC 20<sup>th</sup> March 2014

Item 152 – District & County

The Clerk can confirm that the next boundary review will take place in 2018.

Item 153 – S106 Funding

Melanie Stowell at HDC has confirmed that she will note the Parish Council’s requests regards “Earmarking” but confirmed once again that the Parish Council cannot dictate, but that their opinion is important. She is also hoping to get the S106 form removed from the website so that contact has to be made with her before an application would be submitted. In the proper course of things, an applicant would approach HDC to discuss, who in turn would refer them to the Parish Council for support.

Item 160 – Items Raised by Councillors for inclusion on the Next Agenda

The Tesco/medical centre parking has not been included on this evening’s agenda as a meeting is planned with Tesco at the site with the Medical Centre and Cllr Ellis in Attendance and this issue will be reported on at the next meeting.

## **164.2 Planning & Services Committee**

Members received the Minutes of the Meetings held 20<sup>th</sup> March and 3<sup>rd</sup> April 2014

### **Clerk's Report**

From Planning & Services 3<sup>rd</sup> April 2014

Item 165 – Clerk's Report – Street Lantern on Barn House Lane

WSSC advised the Parish Office on 3rd April 2014, that the disconnection would be carried out within 10 working days. Therefore the work should be carried out this week or next. This will be diarised to check on progress.

Item 167 – Planning Applications – DC/14/0500- Pocket Park Woods

A letter was sent to Harwoods and Horsham Planning, on 4th April 2014, highlighting the Council's concerns over this application.

Item 170 – Bus Shelters

The bus shelters are due to be cleaned on Sunday 20th April 2014.

Item 178 – Correspondence

As instructed, the Clerk sent an email to HDC to obtain the progress on Horsham's Community Infrastructure Levy, on 7th April 2014. As yet, no reply has been received.

## **164.3 Finance & Policy Committee**

Members received the Minutes of the Meetings held 13th March 2014

### **Clerk's Report**

From F&P 13<sup>th</sup> March 2014

Item 92 – Bus Subsidy

Cllr Tilbrook attended a meeting of Storrington Parish Council and has agreed to organise a further meeting with representatives from Storrington & West Chiltington Parish Councils together with Compass, HDC and WSSC. The date is yet to be confirmed.

## **164.4 Recreation & Open Spaces Committee**

Members received the Minutes of the Meeting held 27<sup>th</sup> March 2014.

### **Clerk's Report**

From R&OS 27<sup>th</sup> March 2014

Item 125 – Cousins Way Trim Trail

A "Focus Group" meeting has been organised for 23<sup>rd</sup> April. After this the issue will be referred back to the Committee. Following a resident complaint about the proposed trim trail, the Clerk has contacted Horsham Planning to obtain clarification regarding planning permission. As yet, no reply has been received.

Item 127 – Poppy Seed Mix

The seeds were planted at the Village Hall but due to the area to be covered, there were none left for the Bowling Club.

## **165. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers

## **166. NEIGHBOURHOOD POLICING**

The Chairman welcomed PCSO Tina Dunning and invited her to report on recent Police activities in the Parish.

**Meeting adjourned: 7.43pm**

**Meeting reconvened: 7.50pm**

The Chairman thanked PCSO Dunning for taking the time to address the Council.

**167. DISTRICT AND COUNTY**

County Cllr Arculus reported that things were moving forward in Lower Street. The work with 'The Hub' and the library is proceeding again aswell. It was noted that there are issues with the new lamp posts, i.e. hanging basket brackets, an electricity supply is needed for the Christmas lights and the lights are staying on all the time. Cllr. Qusted reported that Les Ampstead was chasing SSE regarding the brackets and electricity supply for the Christmas lights. County Cllr. Arculus will also chase up regarding all these issues, and hopefully the matters will be resolved very soon.

County Cllr. Arculus advised that a press release has been issued regarding 'Better Roads', whereby a website can be used to ascertain which roads are to be refilled or resurfaced (only the worst roads will be resurfaced). County Cllr. Arculus will send the Parish Office the website link.

**168. S106 FUNDING**

Members received the most recent summary of available S106 Community Contributions and noted that the only change was that £1442 has been taken off the uncommitted balance, as this has now been allocated for the indoor bowling club. Cllr. Qusted advised that all monies have now been earmarked, and any future applications would have to be released from these earmarked funds. Regarding the Sports & Social Club monies, Mr Crowley at HDC is dealing with it, and will respond to us after Easter.

Cllr Henly thanked the Committee for the monies for the short mat bowling, it has really helped.

**169. REPLACEMENT ROOF FOR BOWLING CLUB PAVILION**

The Committee received the quotation for the replacement roof, and it was AGREED to go ahead with the work, with the bowling club contributing £1,100.00 towards the costs. The Clerk was instructed to contact the Contractor to proceed with the works.

**Resolved: The Clerk to contact the Contractor to proceed with the works.**

**170. NEIGHBOURHOOD PLAN**

An update was received, advising that 2 public consultations had taken place, which were well attended, and people have been allocated into focus groups, and meetings will be set up shortly. It was noted that at last year's Village Fair, there were names taken of people who wanted to get involved. The Clerk was instructed to check if these names had been followed up.

**171. MEMORIAL GARDEN**

Two quotations, for a sculpture (discussed previously at FC on 20th March 2014), were received, and after some discussion it was AGREED to proceed with the quotation from Andy Manuell Stonemasons, as their quotation also included the base. The Clerk was instructed to contact HDC to ascertain when the next meeting is, so that a 100% grant for Public Art for the sculpture, can be applied for. Cllr. Dale is also waiting for a quotation from a Blacksmith for a decorative surround on the plinth. This amount will also need to be considered when making the grant application. It was also noted that the war memorial and the memorial in Stopham Road needed cleaning, but clarification would be needed to ascertain how flexible the S106 funds are, and can they include maintenance, as well as restoration. The Clerk was instructed to contact HDC to ascertain the next S106 meeting date, and enquire whether the funds can include

maintenance. It was noted that the sculpture would need to be listed on our Insurance Policy. The Clerk was instructed to diary this when the insurance renewal is due.

The meeting with Stuart Brierley has been postponed until 23rd April 2014, so no update on the ground work could be given.

**172. VILLAGE MARKET**

It was AGREED that Cllrs Ellis & Henly should attend the Village Market on 26<sup>th</sup> April 2014.

**173. DUCK RACE**

Cllr J Wallace has spoken to The White Hart pub, and they would be happy to have the duck race start there. It was questioned who would organise the duck race. As Cllr Tilbrook was absent, it was decided to discuss this matter in more detail at the next available Full Council meeting. The Clerk was instructed to add it to the agenda for 19th June.

**174. REPRESENTATIVES**

Cllr Quedstedt attended a meeting with WSCC and representatives of the Lower Street Traders regarding improving facilities in Lower Street. Various issues were put to WSCC regarding dangers to pedestrians and insufficient parking, and their suggestions were requested. WSCC will arrange a 'walkabout' and report back. County Cllr. Arculus suggested that as Hurstpierpoint and Rogate have a similar 'A' road running through their villages, it might be worth having a look to see what they have.

Cllr Kipp advised that the Traders would like to thank Highways and the Councils for looking at the situation regarding Lower Street. It was also noted that an Easter chick hunt was taking place on Saturday 19th April in Lower Street.

**175. CORRESPONDENCE**

The Correspondence is attached as Appendix 1.

**176. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

- Footpath behind Park Mound onto R & OS agenda on 22nd May (AT)  
*(The Clerk to obtain a map of the definitive footpaths and mark clearly where this footpath is).*

**177. PAYMENTS**

Members approved the following payments and the cheques were signed.

| <b>Payee</b>                      | <b>£</b> |
|-----------------------------------|----------|
| WSCC                              | 11122.29 |
| Pulborough Market Cafe            | 14.50    |
| A. Tilbrook                       | 6.50     |
| New Call Telecom Ltd              | 10.15    |
| George Potbury Forestry Ltd       | 108.00   |
| Pulborough Social Centre          | 683.15   |
| EDF Energy 1 Ltd                  | 165.13   |
| Saunders Specialised Services Ltd | 467.46   |
| Shedstore Ltd                     | 157.99   |
| Natwest                           | 28.32    |

***The meeting closed at 8.39pm***

.....Chairman

.....Date

**CORRESPONDENCE****FULL COUNCIL 17<sup>th</sup> APRIL 2014**


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**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**

Parish Mag – April 2014 issue.

**West Sussex County Council**

- i) The Safer West Sussex Partnership Survey ( <https://www.surveymonkey.com/s/SWSP2014> )
- ii) Street Lighting in Lower Street – Confirmation that Columns 14 & 15 are not causing any obstruction to the lights; column 16 is obscured and a private tree trim request has been sent to the owner of Temple Mead; columns 18, 19 & 20 are highways trees and a request has been issued to the arborist for work.
- iii) Highways works in Lower Street – Cali Sparks at WSCC has advised that the scheme to lower the pavements close to the ramp was first requested by the Parish Council back in November 2011 and the costs was just under £4000.

**Coastal West Sussex Clinical Commissioning Group**

Invitation to engagement workshop on 7<sup>th</sup> May 2014. Copied to Council.

**CPRE**

- i) “Countryside Voice” publication – Spring 2014 issue
- ii) “Field Work” publication – Spring 2014 issue
- iii) Notification of increase in subscriptions to £36 per annum wef November 2014.

**SALC**

Training Programme 2014. Copied to Council.

**HALC**

Minutes of meeting 17<sup>th</sup> March 2014. Copied to Council.

**WSCC**

2014 Operations Watershed – Parish Council Briefing Note. Copied to Council.

**Residents Letter**

Letter of thanks for new street lighting in Lower Street

**SDNPA**

Notification of presentations from Parish Workshop regarding local plan consultation now available at <http://www.southdowns.gov.uk/resources>

**PCP**

Minutes of meeting 8<sup>th</sup> April 2014. Copied to Council.

**“Home Land” by Phyllis Palmer**

Copy of pamphlet kindly by Mrs Vivian Jones. Copied to Council

**Southern Water**

Update on Business Plan for 2015 to 2020

**Sussex Police**

Horsham District Monthly Update. Copied to Council.

**Gatwick Airport**

Runway Options Consultation from 4<sup>th</sup> April to 16<sup>th</sup> May 2014

**Local Action Team**

Minutes of meeting 2<sup>nd</sup> April 2014. Copied to Council.

**SHLAA**

Published on HDC website on 26<sup>th</sup> March 2014. Summary Copied to Council.

**Cricket Club**

Notification of intention to attachment of plastic netting in Pocket Park to stop balls entering Harwoods fenced off area. Copied to Council. *The Committee advised that they had no objection for the remainder of this season, but would review at the beginning of the next season. It was noted that an agreement should be reached with Harwoods to look for a more permanent and attractive solution in the future. The Clerk was instructed to diary this matter for review.*

**SALC**

March/April 2014 newsletter. Circulated by email or hard copy previously.