



PULBOROUGH PARISH COUNCIL

Working together for a better future

**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 Meeting of Pulborough Parish Council which will be held in the Rother Hall, at the Village Hall on Thursday, 15th June 2023 at 7.30pm.

**Heather Knight
Clerk**

Dated: 8th June 2023

Swan View, Lower Street, Pulborough, RH20 2BF
Tel: 01798 873532 clerk@pulboroughparishcouncil.gov.uk

AGENDA

- 1. Apologies for Absence**
Chairman's welcome and 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 and to note any changes to Councillors' Register of Interests.
- 3. Minutes of Full Council**
To approve the Minutes of the Annual Meeting of the Council held on 18th May 2023 (*attached*), and to receive the Clerk's report on issues raised at the meeting.
- 4. Committee Meeting Minutes**
To receive and consider Minutes, Reports and Recommendations of Committees (other than separate agenda items) :-
NB: No meetings of the Finance & Policy Committee and the Recreation & Open Spaces Committee took place in May, therefore there are no Minutes to receive for those committees.
- 4.1 Planning & Services Committee**
To receive the Minutes of the Meetings held on 4th May and 1st June 2023 (*attached, unless previously circulated*), and to receive the Clerk's report on issues raised at the meeting.
- 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. District and County Reports**
To receive reports from the ward District and County Councillors.
- 7. A29 Landslips at Church Hill**
To consider, if available, any further information or updates from WSCC on remedial work and long term solutions, following the temporary partial re-opening of the road.
- 8. Internal Audit Report 2022-23 (Interim/Final)**
To receive the Internal Audit Report 2022-23 (Interim/Final) from the Internal Auditor (*to be circulated when available*)
- 9. End of Year Accounts and Annual Governance and Accountability Return (AGAR) (attached)**
 - 9.1** To receive and note the Annual Internal Audit Report 2022-23 (AGAR page 3);
 - 9.2** To consider the Annual Governance Statement 2022-23 (AGAR Section 1): To approve the Councils response to each statement, and to approve that Section 1 be signed by the Chairman of this meeting and by the Clerk;
 - 9.3** To consider the Accounting Statements 2022-23 (AGAR Section 2): To approve the Accounting Statements and that Section 2 be signed by the Chairman of this meeting, having been signed by the Responsible Financial Officer prior to presentation.
- 10. South Downs National Park Authority: Election of WSALC Candidates**
To consider candidates' statements and how the Council wishes to vote (2 votes) for West Sussex nominations, ballot paper to be received by WSALC by 5pm Friday 23rd June 2023. (*Papers attached*)
- 11. Southern Water - River Pollution**
To consider concerns regarding Southern Water pollution of the Rivers Arun and Western Rother, and whether the Council wishes to write to them regarding plans to significantly reduce CSOs in the Arun and Wst Rother catchment area. Proposal and report by Cllr Clarke (*attached*)
- 12. Communications Sub-Committee**
To consider proposal by Cllr Ellis-Brown to establish a Communications Sub-Committee, reporting to Council – proposal and report by Cllr Ellis-Brown (*paper to follow*)
- 13. Committee Appointments**
To approve proposed amendments to committee membership as follows:-
 - Cllr Campbell to be appointed to Recreation & Open Spaces Committee;
 - Cllr Riddle to stand down from Recreation & Open Spaces Committee and be appointed to Planning & Services Committee;
 - Cllr Mote to stand down from Planning & Services Committee;
 - To consider any further requests for committee membership amendments.
- 14. Councillor Training**
To note member training registered and ratify costs, to be paid from the training budget: currently Finance, Chairmanship and Planning training totalling £140 + VAT (invoice received) and Planning Training x2 totalling £100 + VAT (invoice awaited)
- 15. Sports Pavilion Rebuild / Refurbishment Project**
To consider updated project costings, if available (*to follow if available*)
- 16. Neighbourhood Wardens' Report**
 - To receive the Neighbourhood Wardens' May 2023 report (*to follow*) and any report from the NW Steering Group;
 - To note HDC placement of work experience student with Pulborough Neighbourhood Wardens in July;

17. Pulborough Neighbourhood Plan

To note HDC Planning Advice Note being considered by Cabinet 8th June. The PAN will look to support the decision making process and assist case officers as Pulborough Neighbourhood Plan and its policies, subject to water neutrality, carries significant weight.

18. Pulborough Village Market

- To note that the market will take place inside the Village Hall on Saturday 24th June 2023, and to agree Councillors attending.
- To consider proposal by Cllr Ellis-Brown of introducing a theme to the Council's stand each month – proposal and report by Cllr Ellis-Brown (*paper to follow*)

19. Representatives on Outside Bodies

- To note vacancy for representative to the PDCCA and whether to appoint a Councillor;
- To receive brief reports from Members representing the Council on other organisations.

20. Correspondence

To note items of correspondence as per list circulated. (*Copied to Council*).

21. Chairman's Announcements and Urgent Matters for noting

22. Payments

To approve the payments list for signing. (*Details to be circulated prior to meeting*)