



PULBOROUGH PARISH COUNCIL

Working together for a better future

PULBOROUGH PARISH COUNCIL

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MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL 20TH OCTOBER 2016 AT PULBOROUGH VILLAGE HALL

PRESENT: Cllrs: Clarke (Vice Chairman), Court, C Esdaile, J Esdaile, Henly, Kay, Kipp, Lawson, Reddin, Tilbrook and Wallace

IN ATTENDANCE: Mrs H Knight (Clerk)
District Councillor B Donnelly
3 Members of the public

The meeting opened at 7.40pm

66. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Hare, Quedsted and Mortimer. In the absence of the Chairman of Council, the Vice Chairman would take the meeting.

67. DECLARATIONS OF INTEREST

There were no declarations of interest.

68. MINUTES

68.1 Full Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 15th September 2016 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

From Full Council Meeting – 15th September 2016

Min. 64 Matters raised for next agenda:

Cllr Quedsted requested an item regarding setting up a Working Group for Pocket Park maintenance - as Cllr Quedsted is not able to attend the 20th October 2016 meeting and as this matter is also being looked at through the R&OS Committee, this item has not been included.

68.2 Planning & Services Committee

Members received the Minutes of the Meetings held 15th September and 6th October 2016.

Clerk's Report

Min 80 - Minutes - Clerk's Report - Weight & Width Restriction on A29 & A283:

Cllr. Tilbrook will be meeting Chris Stark (WSCC Highways Manager) on 15th November to discuss Lower St, including weight & width restrictions. Cllrs. Wallace & Kipp have also been invited to this meeting.

68.3 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held on 8th September 2016.

Clerk's Report**From R&OS Committee 8th September 2016****Min 41 - Signage: To Agree Signage for use of Outdoor Gym Equipment**

Sovereign have confirmed that there will be no additional costs for the poster. The outdoor gym equipment will be covered by the Council's insurance. The insurance company have been advised of the value of the equipment accordingly.

Min 42 - Provision of Public Art in Lower St

The Assistant Clerk has been trying to obtain the exact location on a map before contacting WSCC, which Cllr. Hare has now provided.

Min 43 - Rivermead: To Discuss the Longer Term Plan for Rivermead, Now That Clearance Work Has Taken Place

The Assistant Clerk has been in touch with WSCC regarding the condition of the footpath, emails relating to this has been circulated to Cllrs under 'Correspondence'. The Assistant Clerk will wait for the Access Rangers' feedback after his site visit.

The Assistant Clerk has initially contacted the Countryside & Policy Manager at SDNPA and the Site Manager at the RSPB site asking for advice or a contact regarding correct management and legislation adherence, but as yet no replies have been received.

Min 46 - Matters Raised by Councillors for Inclusion on the Next Agenda

Quotations were not obtained for discussion for this evening's agenda item no 7, as the correspondence from 'Friends of the Memorial Garden' suggested that the Parish Council did not need to go to the expense of engaging a contractor within the garden itself, except for the removal of the hedge by the Parish Council noticeboard, which will be discussed this evening.

68.4 Finance & Policy Committee

Members received the Minutes of the Meeting held on 22nd October and the Extraordinary Meeting held on 6th October 2016.

Clerk's report

There was nothing to report.

69. ADJOURNMENT FOR PUBLIC SPEAKING

The meeting was **adjourned** between 7.50-7.55pm for public speaking. However, no members of the public had notified their wish to speak and the Neighbourhood Wardens had sent apologies due to prior commitments.

Members noted receipt of the written report from the Neighbourhood Wardens, circulated to Council. The Neighbourhood Wardens have placed signage about considerate parking and emergency vehicle access at Rectory Close. Members suggested several other areas that may benefit from similar signage and the Clerk would liaise regarding these.

70. DISTRICT AND COUNTY

There was no County Council report.

District Councillor Donnelly reported on various matters, including: Local Government Boundary Commission Electoral Review of Horsham, which may affect Pulborough & Coldwaltham district ward; The Glebelands planning application and future housing plan; Planning application for an incinerator in the north of the district; £10m of redevelopment taking place in Horsham; Recent meetings with parish councils about the Rural Car Parks Survey; The recent challenge of Henfield Neighbourhood Plan by a

developer, which was upheld on the grounds of insufficient evidence supporting non-suitability for development of a site. This has national significance and neighbourhood plans are now being expected to be far more robust.

71. NEIGHBOURHOOD PLAN UPDATE

The Progress Update report from the NP Steering Group Chairman was noted, previously circulated to Council. Members were advised that the Steering Group is continuing to look at finalising a site assessment methodology and as part of revisiting Reg. 14 (community consultation) will be contacting all sites previously put forward, additional sites in the SHEELA and some sites which missed the original deadline. Further information is awaited from HDC to assist this process. The new HDC Neighbourhood Plan Officer will be taking up post in mid November when it is hoped that matters will be in a better position to progress speedily.

The issues now facing Neighbourhood Plans in light of the Henfield decision are extremely concerning and the PPNP Steering Group had requested that the matter be raised with HALC, with a view to HALC discussing this with other parishes in the area and taking concerns forward to a higher level. Council **AGREED** to approve this and it was also noted that HDC will be holding discussions on the current situation with key neighbourhood plan representatives early in the New Year.

72. LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND (LGBCE)

Members noted and considered the LGBCE consultation on the Electoral Review of Horsham: Warding Arrangements, with a closing date of 5th December 2016 (previously copied to Council). Members did not wish to respond to the consultation.

73. SOUTH EAST REGION BOUNDARY COMMISSION FOR ENGLAND - REVIEW OF CONSTITUENCY BOUNDARIES

Members noted and considered the launch of this 12 week public consultation, closing date 5th December 2016 (previously copied to Council). Members did not wish to respond to the consultation.

74. 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT CONSULTATION

Members noted and considered this DCLG consultation, deadline for response 5pm 28th October 2016 (previously copied to Council). Government is considering extending referendum principles, currently applicable to district authorities, to some larger town/parish councils but is also minded to further extend down to all town/parish level in due course if parishes are notably increasing their precept above 2%. The consultation has been highlighted to the parish sector via SSALC/NALC and HALC correspondence (copied to Council) and all councils are being urged to respond in particular to questions 4-7 of the consultation paper. There is great concern that this would be an unfair approach if passed by Government as parish level is often 'picking up' delivery of services that district and county councils are having to cut; grants from district authorities to parish councils are being cut; the cost of a referendum would more often than not exceed the precept rise; parish level is closest to its community and is frequently providing a service or funding a project with residents' support. Following discussion, it was **RESOLVED** that the Clerk would respond in this vein on behalf of the Council, in liaison with the Chairman and Vice Chairman.

75. BUDGET FOR YEAR ENDING 31ST MARCH 2018

Members discussed potential budget matters in order to provide guidance to the Finance & Policy Committee for initial draft of the budget for the 2017/18 financial year. It was noted that the principles for the next budget remain along the same lines as the last time, although of note was that continuance of the Neighbourhood Warden scheme would mean a significant increase in the precept.

76. LOWER STREET REGENERATION - CLLR KIPP TO REPORT

The meeting was updated that a meeting between WSCC Highways Manager and Cllrs

Tilbrook, Kipp and Wallace was taking place shortly to discuss matters. Cllr Kipp also commented on the generally poor experience for residents and shoppers with no village banks or Post Office. The mobile Nat West Bank only visits once a week for one hour (Tuesdays 11.45am-12.45pm) and many residents are unaware of this. It was suggested that the Council publicize the banking information again through its social media sites and perhaps notice boards - **AGREED**. Members noted receipt of two

further emails from local traders opposing HDC proposals to charge for local parking and also commenting on the lack of banking and post office facilities and regeneration issues. (Emails copied to Council in Correspondence).

77. **PULBOROUGH COMMUNITY PARTNERSHIP**

Members noted a new initiative 'Spring Into Summer', an event based around sport/physical activity/health. The Council was asked by PCP to consider appointing a Member to assist with developing the project. Whilst acknowledging the innovative proposal and its potential link with the Council's new outdoor gym equipment, no Members felt able to commit to this at the present time and it was therefore **RESOLVED** to defer this item to a future agenda.

78. **PULBOROUGH TRAIN STATION - TO CONSIDER WRITING TO NETWORK RAIL/SOUTHERN RAIL REGARDING RESTORATION OF THE BUILDING (MIN. 36, 30TH JUNE 2016 REFERS) - CLLR J ESDAILE TO REPORT**

Cllr J Esdaile circulated a draft letter to Network Rail highlighting the Council's concerns regarding the condition and appearance of the building, and requesting that serious consideration be given to repairs in light of the age of the building and its historical relevance. It was noted that the signal box is a listed building and Cllr Esdaile also proposed that Council consider investigating applying for listing of the station building.

Following discussion, it was **RESOLVED** to approve that the Clerk liaise with Cllr J Esdaile in sending the letter to Network Rail, copied to the HDC Cabinet Member for Culture & Leisure for information, with the addition of the fact that the station is the only B Category station in the area. It was further **RESOLVED** that the Clerk, in liaison with Cllr J Esdaile, investigate the procedure for the Council to nominate the building for listing with Historic England and report back for further consideration.

79. **VILLAGE MARKET**

Attendees at the market on Saturday 22nd October 2016 were **AGREED** as follows:
9-10am Cllr E Kipp; 10-11am Cllr A Tilbrook; 11-12noon Cllr R Court.

80. **REPRESENTATIVES**

- Cllr Tilbrook reported that Pulborough Community Partnership had noted that the Fairtrade designation would be up for review soon.
- Cllr Henly reported that she had been asked to represent Pulborough Community Care Association at the forthcoming community awards and the association had been shortlisted.
- Cllr Kipp reported that lack of response from WSCC Highways to parish concerns had been brought up at the recent HALC meeting and this would be on the WSALC agenda. A representative from Highways was to be invited to attend the next HALC meeting and as many parishes as possible were asked to attend.

81. **CORRESPONDENCE**

The Correspondence list (previously circulated to Council) is attached as Appendix 1. The Clerk brought Members' attention to several items, including an offer from St Mary's School for a tour of the school - any Councillors wishing to do so should advise the Clerk.

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

- Consideration of requesting closure of Rectory Lane (P&S Committee) - Cllr C Esdaile
- Lorries and weight restrictions (P&S Committee) - Cllr Kay
- Nomination of Pulborough Railway Station as a listed building - Cllr J Esdaile
- PCP 'Spring Into Summer' Event - Nomination of Member to Assist Project - Cllr Queded

83. PAYMENTS

Members approved the following payments and the cheques were signed:-

Payee	£
Mr R Keatley	1250.00
D Blunden	250.00
A Tilbrook	6.60
Kent County Council	71.86
Banham	482.40
Southern Water	291.87
Southern Water	56.93
Southern Water	28.15
Burgess & Randall Ltd	6.85

The meeting closed at 9.50pm

.....Chairman

.....Date

CORRESPONDENCE**FC 20th October 2016**

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

HDC

Rural Car Park meetings, notes from Pulborough meeting 6th September 2016, copied to Council

Sussex Police & Crime Commissioner

Newsletters 16th, 23rd, 30 September and 7th October 2016

Sussex Police

Adur & Worthing Police Crime Alert 3rd October 2016

WSCC

County News – September 2016

SSALC/NALC

- SSALC Newsletter – September 2016, copied to Cllrs by email
- SSALC Training Programme 2017, copied to Cllrs by email
- NALC e-bulletin on national developments and meetings, copied to Council.
- WSALC AGM & Conference - Annual Accounts

HALC

Minutes of HALC meeting 6th October 2016, copied to Council

Traders/Members of public

Email from trader, via Cllr Kipp, regarding Lower Street Car Park, copied to Council

Email from trader to TAP, via Cllr Kipp, regarding Lower Street Car Park, copied to Council

St Mary's School, Pulborough

Via Cllr Kay, invitation for all councillors and clerks to arrange to view the school

Village Market

Notes from L Ellis from the Village Market on 24th September. Copied to Council.

LAT

Minutes of meeting held on 28th September 2016

HALC

Agenda for the annual meeting on 21.11.16. Copied to Council.

SSALC

Notification that SSALC are meeting with the Sussex Chief Constable in November. ***Please let SSALC know of any strategic topic you wish to be raised or full details of any difficulties that have not been able to be resolved. Replies back no later than 10th November 2016.***

Sussex Police & Crime Commissioner

- Weekly Update 14.10.16.
- PCC Newsletter.

HDC

- Information regarding 'Counter Terrorism Training' and dates for a free workshop. Copied to Council.
- Hotel & Accommodation report. (Too large to copy, can be sent by email).

CAGNE

Bulletin 58 - Sept 16.

Gatwick Obviously Not

E-newsletter No 71.

APCAG

APCAG report on Gatwick arrivals.

Southern Water

Invitation to Southern Water's Stakeholder Workshop, various venues.

Neighbourhood Wardens

Pulborough Steering Group meeting minutes. Copied to Council.

The Pulborough Society

Newsletter - October 2016.

CCLC

Unconfirmed minutes of meeting on 07.09.16.

WSCC

Invitation to West Sussex Life Launch Event - 31.10.16.

Pulborough Community Partnership

Report on the Piazza in Italia. Copied to Council.

Came & Company

Council Matters - Autumn 2016.

Horsham District Older People Forum

Email notification regarding 'Friends Against Scams'. Copied to Council.

Sussex Community Rail Partnership

Invitation to the annual Arun Valley Stakeholder meeting on 03.11.16.

Resident

Resident wishing to express thanks to Brendon Johnson for cutting back hedges in Pulborough.