



# 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 an Ordinary Meeting of Pulborough Parish Council which will be held at **Pulborough Village Hall** on **Thursday, 20<sup>th</sup> June 2019 at 7.30pm.**

**Heather Knight  
Clerk**

**Dated: 13<sup>th</sup> June 2019**

Swan View, Lower Street, Pulborough, RH20 2BF  
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## **AGENDA**

- 1. Apologies for Absence**  
Chairman's welcome and to approve apologies for absence received.
- 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 Council Meeting held 16<sup>th</sup> May 2019 (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):-
  - 4.1 Planning and Services Committee**  
To receive the Minutes of the Meeting held on 6<sup>th</sup> June 2019 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meetings.
  - 4.2 Recreation and Open Spaces Committee**  
To receive the Minutes of the Meetings of the Committee, and Advisory Committee, held on 23<sup>rd</sup> May 2019 (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. Annual Meeting of the Parish**  
To receive and note the unconfirmed Minutes of the Annual Meeting of the Parish held on 9<sup>th</sup> May 2019 (attached). To also note and consider Clerk's Report and comments from a member of the public.
- 7. Pulborough Community Partnership – Pulborough WildArt Trail**  
*(details copied to Council)*
  - To receive presentation from PCP regarding plans for the new WildArt Trail in 2019;
  - To consider PCP/HDC request for the Parish Council to be responsible for future maintenance of hardware installations /way markers for the trail, including insurance and repairs;
  - To consider PCP/HDC request for the Parish Council to approve signing as licensee three necessary licences for hardware installations on third party land;
  - To consider PCP/HDC request for the Parish Council to approve signing as licensee the necessary Consent Form and Letter of Agreement to WSCC/SEE/TVL for third party attachments to street lighting.
- 8. District and County Reports**  
To receive reports from the District and County Councillors present.
- 9. Sports Pavilion Rebuild Project**  
To consider approval of carrying out structural survey and feasibility study of Pulborough Sports Pavilion, and subsequently schematic structural design;  
If approved, to consider four quotations received for the work *(copied to Councillors)*
- 10. Neighbourhood Plan**  
To receive verbal progress update on the draft Pre-submission Neighbourhood Plan and pre-Regulation 14 work.
- 11. Neighbourhood Wardens**
  - To note Neighbourhood Wardens' June report *(attached)* and verbal report from Steering Group meeting on 3<sup>rd</sup> June 2019;
  - To review Parish Council's objectives for the Neighbourhood Wardens to focus on in 2019 (previous objectives: Vulnerable / elderly residents, Anti-social behaviour issues and youth work / Youth Club);
  - To consider revised report template and suggest any amendment; *(attached)*
  - To consider future delivery and funding of Pulborough Neighbourhood Warden Scheme, including whether to delegate the matter to Finance & Policy Committee.
- 12. Internal Audit Report 2018/19 (Final)**  
To consider Final Internal Audit Report 2018/19 from Auditing Solutions *(copied to Council)* and Council's formal response to auditor's recommendations, or whether to refer report to Finance & Policy Committee for response.
- 13. Funfair at Cousins Way Recreation Ground**  
To consider request from organisers to bring their family funfair to Cousins Way Recreation Ground from Monday 14<sup>th</sup> July to Monday 22<sup>nd</sup> July 2019, Friday 6-10pm, Saturday 2-20pm and Sunday 2-6pm. *(Referred to Council in the absence of Recreation & Open Spaces Committee meeting)*
- 14. Parish Council Representative for the Standards Committee**  
To note invitation via HALC for nominations to sit on HDC Standards Committee *(previously circulated)* and approve nomination of Cllr Quedsted. HALC meeting on 25<sup>th</sup> June 2019 will consider all parish nominations received and make the appointment to HDC.
- 15. Appointment of Parish Member (2019) to South Downs National Park Authority**  
To consider voting for up to two candidates from election statements received from SALC, ballot paper to be returned by Friday 21<sup>st</sup> June 2019 *(copied to Councillors)*

**16. Village Market**

To agree rota of Members to cover the Parish Council stand at the market on Saturday 22<sup>nd</sup> June 2019.

**17. Representatives on Outside Bodies**

To receive reports from Members representing the Council on other organisations.  
Includes: Station Partnership group/SCRIP Arun Valley Line meeting held to consider potential projects for GTR Passenger Benefit Fund grant and request for Parish Council support for the proposed submission (*copied to Council*)

**18. Correspondence**

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

**19. Items for Next Agenda**

To note items put forward - Members' submissions to be followed up as written proposal and objective, with 7 clear days' notice in advance of agenda (*excludes date of agenda issue and date of meeting*).

**20. Payments**

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

***NB: Item 9 may contain confidential matters and therefore require a resolution to exclude public and press for that part of the meeting [SO 1c (contractual) refers].***