



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, 18th October 2018 at 7.30pm.**

**Heather Knight
Clerk**

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

Dated: 11th October 2018

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 Council Meeting held 20th September 2018 (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 Meetings held on 20th September and 4th October 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meetings. Includes:-
 - **Recommendation to Council to approve supply and installation by Festive Illuminations of Christmas trees and lights on Lower Street/Pulborough business/residential premises, at a cost of £3,040 (excl VAT), and possible additional installations within agreed budget limit of £3,520 (Min. 66, 4.10.18 refers)**
 - 4.2 Recreation and Open Spaces Committee**
To receive the Minutes of the Meetings of the Committee and Advisory Committee held on 13th September 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meeting.

4.3 Finance and Policy Committee

To receive the Minutes of the Meeting held 27th September 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meeting, including:-

- **Recommendation to adopt Projected Planning proposals** (Min. 32 /Appendix 1 refer)
- **Recommendation to adopt Policy on Removal of Unauthorised Encampments on Parish Council Land** (Min. 33 /Appendix 2 refer)
- **Staffing Matters, including confidential report**

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 & COUNTY REPORTS

To receive reports from the District and County Councillors present.

7. SPORTS PAVILION REBUILD PROJECT

To note any update on the project, including proposals from MacConvilles Surveying, if available

8. NEIGHBOURHOOD WARDEN STEERING GROUP

- To note Neighbourhood Wardens October written report (*copied to Council*) and Steering Group meeting held 15th October 2018
- To consider any recommendations from the Steering Group or directives from the Council to the Neighbourhood Wardens

9. NEIGHBOURHOOD PLAN

To receive verbal progress report on pre-Regulation 14 work, and to note potential Extraordinary Council Meeting on 1st November 2018 for Council to consider approval of Reg. 14 pre-submission Neighbourhood Plan

10. POTENTIAL GOVERNMENT PLANS TO MAKE THE A29 A MAJOR ROAD NETWORK

To consider response received from Department for Transport to Council letter objecting to the proposals (copied to Council)

11. IT SECURITY AUDIT AND REVIEW

- To consider recommendations and quotation for new IT requirements to meet GDPR compliance, following recent IT audit and Member GDPR Training (copied to Council)
- To approve adoption of Information Security Incident Policy, as recommended by the Council's external DPO (Copied to Council)

12. EXTERNAL AUDIT PROCESS

To note conclusion of Annual Audit of Accounts for year ended 31st March 2018 under the Accounts & Audit Regulations 2015 (Copied to Council)

13. PUBLIC RECYCLING BIN TRIAL

To consider response to HDC on a suitable location in Pulborough for a trial 'Recycle on the Go' dual rubbish/recycling bin (Copied to Council)

- 14. APPOINTMENTS TO FILL COMMITTEE VACANCIES**
To consider any appointment to fill vacancies on Policy & Finance Committee
- 15. 'THERE BUT NOT THERE' AND 'SILENT SOLDIER' WW1 CENTENARY SILHOUETTE SCHEMES**
To receive Clerk's update on the schemes
- 16. VILLAGE MARKET**
To agree rota of Members to cover the Parish Council stand at the market on Saturday 27th October 2018
- 17. REPRESENTATIVES ON OUTSIDE BODIES**
To receive reports from Members representing the Council on other organisations.
- 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)
- 20. PAYMENTS**
To approve the payments list for signing (details to be circulated prior to meeting)