



## PULBOROUGH PARISH COUNCIL

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### **MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH 19<sup>th</sup> MARCH 2015 AT PULBOROUGH VILLAGE HALL**

**PRESENT:** Cllrs Qusted (Chairman), Clarke, Ellis, Esdaile, Gill, Henly, Lawson, Mortimer, Tilbrook, E Wallace, J Wallace, & Wilson.

**IN ATTENDANCE:** District Councillor Brian Donnelly, Richard Keatley (Chairman of the NP Steering Group) 2 Members of the Public and Sarah Norman (Clerk).

*The meeting opened at 7.38pm*

#### **146. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Kipp. District Cllr Paterson had also advised that he would be unable to attend.

The Chairman also informed Members that Sarah Mills had resigned her position on the Council with immediate effect.

#### **147. DECLARATIONS OF INTEREST**

There were no Declarations of Interest

#### **148. MINUTES**

##### **148.1 Full Council**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 19<sup>th</sup> February 2015 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

##### **Clerk's Report**

Item 132 – Public Art

Jon Edgar has emailed (copied to Council) the Parish Office to express his disappointment at the decision made at the previous meeting and has requested that Council reconsider the proposal statement for "keeping the sculpture where it is". Members noted the Standing Orders 11(a) but no request to reconsider the issue was made.

##### **148.2 Planning & Services Committee**

Members received the Minutes of the Meetings held 19<sup>th</sup> February and 5<sup>th</sup> March 2015.

##### **Clerk's Report**

Nothing to report

##### **148.3 Recreation & Open Spaces Committee**

Members received the Minutes of the Meeting held 12<sup>th</sup> February 2015

## **Clerk's Report**

### **Item 101 – Clerk's Reports- Cousin's Way Trim Trail**

The meeting with residents had taken place and Peter Jones from the LAT and Sgt Rachael Munday attended. Whilst the meeting had began in a confrontational manner, by the end of the discussion there was broad agreement to the installation of a trim trail at Cousins Way. However, it was agreed that the exact siting be reconsidered to move further away from properties. The issue will therefore be discussed again by the Recreation & Open Spaces Committee.

### **Item 104 - Allotments**

Following the allotment inspection, when it was noted that trees from a resident's garden were overhanging into the allotments, the residents have been written to asking if they could confirm, in writing, their agreement to the Parish Council cutting these trees back. As no reply has been received, the Parish Office will obtain quotations for this work and the residents will be contacted once again to advise them of the timeframe and, as required by law, they will be offered the cuttings back. Once the quotations are received, this matter will be added to the next available R&OS agenda.

The Groundsman has confirmed that when he is burning wood and vegetation, he will be aware of hedgehogs and any creosote on the sleepers.

### **Item 106 - WSCC-Management of the Public Rights of Way in Sussex**

The Access Ranger has been advised to add footpaths FP2327, Cinders Path and FP2330, north of the railway line, to their summer clearance programme as high priorities. Cllr. Tilbrook had no additional footpaths to add and John Denison advised of a fingerpost that needs resurrecting and of a fallen tree blocking FP1983. The Access Ranger has been advised accordingly.

### **Item 108 - Brambles & Broken Fence, Obstructing Parking in Carpenters Meadow**

The Assistant Clerk sent a letter on 26th February 2015 to the owner of the flats asking him to maintain the brambles and overgrown vegetation, as yet no reply has been received.

## **149. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed Mr Ian Hare who had given notice to speak under agenda item 5b, Public Speaking.

**Meeting adjourned: 7.46 pm**

**Meeting reconvened: 7.51 pm**

The Chairman thanked Mr Hare for taking the time to address the Council.

## **150. PULBOROUGH PARISH NEIGHBOURHOOD PLAN**

The Chairman welcomed Mr Richard Keatley, Chairman of the Neighbourhood Plan Steering Group, to update Members on recent activities.

**Meeting adjourned: 7.53 pm**

**Meeting reconvened: 8.04 pm**

Members noted that following the Planning Policy Workshop in December 2014, work was now under way with the appointed Planning Consultants, rCOH, to draft both planning policies and agree sites for inclusion in the Pre Submission Plan.

Members noted that the Stage 1 Report is available on the Parish Council website.

Members of the Steering Group had met after the PPW to identify the key priorities and these are attached as Appendix 1.

Finally, Members noted the current timeline that the Pre Submission document will be published for consultation in summer with examination by the Inspector before the Autumn.

The Chairman thanked Mr Keatley for taking the time to address the Council.

**151. DISTRICT & COUNTY**

Cllr Donnelly referred to the Bartram House appeal which had been discussed earlier by the Planning & Services Committee.

The amended HDPF had been considered by HDC the previous night and after a lengthy debate the increased figure of 750 homes per annum had been agreed. The plan will now go out for consultation for a 6 week period before being referred back to the Inspector.

Cllr Ellis questioned how the emerging HDPF is viewed when applications are being submitted. It was noted that whilst it is not Planning Policy until approval following a successful examination by the Inspector, it would still have to be taken into account.

**152. S106 FUNDING**

Members received the current summary and noted that there were no changes to the previous month.

The Chairman suggested to Members that the availability of funding for Public Art and Recycling should be publicised to the wider community. It was noted that the Recreation & Open Spaces Committee are actively investigating the issue of Public Art in the Village.

After full debate it was AGREED that an article be included in the next Parish Council Bulletin to publicise the availability of the funds and ask for suggestions/proposals on how they can be used.

**153. TRACTOR**

Members received the quotation from Arun Mowers for a new tractor for grounds maintenance. It was noted that any purchase would be delayed until the start of the new financial year as funds had been budgeted for this item in the 2015/16 year. It was noted that any additional funds to meet the purchase price would be vired from the reserves for Cousins Way recreation ground and repaid over the next three years.

The issue of a guarantee/warranty was discussed and it was AGREED that remaining warranty should be honoured by Arun Mowers.

After discussion it was AGREED, with all in favour, to purchase the equipment after 1<sup>st</sup> April 2015 subject to confirmation of the warranty.

**RESOLVED: Expenditure of £8000 plus VAT for the purchase of Iseki TXG237 Tractor from Arun Mowers Ltd.**

**154. HIGHWAYS**

The Clerk reported that whilst she had been instructed to write to WSCC regarding Highways issues and specifically Swan Corner, after discussion with the Chairman it had been agreed to defer this until after the Chanctonbury Local Committee meeting on 4<sup>th</sup> March at which the issue would be raised by the Chairman and Cllr Ellis who will both be attending.

The Chairman reported that they had raised the issue of Swan Corner not being the priority for the forthcoming financial year. Calli Sparks from WSCC had advised that they cannot guarantee the order in which works are carried out as it is dependant on manpower availability.

Cllr Donnelly questioned the situation with the car park south of the River Arun. The Chairman reported that this was to be sidelined at the present time as it would hold up the far more important safety issues that must be addressed.

The Chairman reported that he would continue to monitor the situation at the CLC and report to Council.

**155. REPLACEMENT WINDOWS/DOORS AT SPORTS AND SOCIAL CLUB**

Members received quotations from three companies for replacement doors and windows at the sports pavilion. It was assumed that the quote from GT Maintenance is for uPVC double glazed windows and if this is not the case the issue will have to be reconsidered.

It was noted that funds are held within the earmarked reserves for the sports pavilion refurbishment and these would be utilised for this expenditure.

After discussion it was AGREED, will all in favour to accept the quotation from G T Maintenance.

**RESOLVED: To accept the quotation from GT Maintenance of £7598 for replacements windows and doors in the social club.**

**156. VILLAGE MARKET**

Members noted that the next Village Market would be held on Saturday 28<sup>th</sup> March and it was AGREED that Cllrs Ellis, E Wallace and J Wallace will attend.

Cllr Ellis advised that even though he would not be standing at the election in May, he would be happy to continue manning the Village Market stand supported by Parish Councillors.

**157. CO OPTION**

Members received a letter of introduction from Gavin Reddin who wished to join the Council and fill the vacancy created by the resignation of Graham Buck.

After consideration, Mr Reddin was duly co opted to serve as a Member of Pulborough Council until the elections on 7<sup>th</sup> May 2015.

**RESOLVED: Gavin Reddin be co opted to Pulborough Parish Council and he signed his Declaration of Acceptance of Office.**

**158. REPRESENTATIVES**

Cllr Ellis had attended the following (reports for which are included in correspondence)

- Village Market
- CLC
- Pulborough Society
- Community Youth Worker
- LAT

It was noted that Anne Ball has stepped down as Chairman of the Pulborough Society having served for 10 years and Peter Jones has replaced her. It was AGREED that a letter be sent to Anne thanking her for all her efforts over the last decade. Cllr Ellis, who advised that he would not be standing for re-election in May and therefore suggested that a new representative be appointed in the new Council.

Members noted that, due to the withdrawal of Storrington from the Youth Worker Contract, Dan Jenkins would be made redundant in May. Members noted the draft testimonial as prepared by Cllr Ellis and it was AGREED that any comments should be submitted to the Clerk by Friday 27<sup>th</sup> March after which time it will be forwarded to Dan.

Cllr Ellis had also attended the Operation Edmund meeting although the issue of drilling was not discussed as work at the Broadford Bridge site has been mothballed at the present time.

Finally, Cllr Ellis reported that he had attended an event, not as a representative of the Parish Council, at Lewes to hear about the Elders Commission on Police & Crime, an initiative by PCC Katy Bourne.

Finally it was noted that Adopt a Street will be in attendance at the Sports Pavilion on Saturday 27<sup>th</sup> June to distribute litter picking equipment for people to join this initiative.

**159. CORRESPONDENCE**

The Correspondence is attached as Appendix 2.

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

James Bynin – Cllr J Wallace suggested that a letter be sent to the parents of the late Cpl Brynin following his recent award of Mention in Dispatches with all Members in agreement.

Police attendance at Parish Council meetings (AT)

**161. PAYMENTS**

Members approved the following payments and the cheques were signed.

Payee	£
Land Registry	4.00
DVLA Swansea	2.50
New Call Telecom Ltd T/A Fuel Broadband	10.44
Rialtas Business Solutions Ltd	130.80

***The meeting closed at 8.59pm***

.....Chairman

.....Date

**CORRESPONDENCE**

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

**HDC**

- i) Advice on Pre-election Publicity. Copied to Council.
- ii) Press Release : Partnership Conference to improve services for local people.
- iii) Local Enforcement Plan. Copied to Council.

**Resident Letters (all Copied to Council)**

- i) "County Council fire services cut assurances prove misleading"
- ii) Complaint regarding power cuts.
- iii) Request for Speed Limit Change (follow up to email circulated at Full Council 22<sup>nd</sup> January 2015)

**WSALC**

- i) February Newsletter. Copied to Council.

**Village Market**

Report from Cllr Ellis from 28<sup>th</sup> February 2015. Copied to Council.

**Publications**

- i) Pulborough Community News (St Mary's Church) March 2015
- ii) Clerks & Councils Direct March 2015
- iii) Mary How Trust Newsletter Spring/Summer 2015

**Sussex Police**

- i) Horsham District Monthly Update (February 2015). Copied to Council.
- ii) Sussex Local Policing Model - email sent on behalf of C/Supt S Whitton. Copied to Council

**West Sussex County Council (WSCC)**

- i) Consultation on Draft Local Lost for the Validation of Planning Applications.
- ii) Care Act Events for Statutory & Voluntary Partners. Copied to Council.

**Pulborough Society**

February 2015 Newsletter.

**Southern Water**

Southern Water's metering programme

**PAGNE**

Report from Meeting with Easyjet. Copied to Council

**West Sussex County Council (WSCC)**

- i). Press Release: Henfield Day Centre to be handed over to community.
- ii). Early Warning of road closure in New Place Road for carriageway resurfacing.
- iii). Communication concerning Fire & Rescue Provision. Copied to Council.

**CAGNE**

Press Release : Heathrow furious NATS didn't tell them about critical flight path changes. Copied to Council

**Sussex Police**

Report by Cllr Ellis on meeting with CI Hodges. Copied to Council.

**LAT**

Minutes of meeting held 18<sup>th</sup> March 2015.

**Chichester District Council**

Notification of submission of CDC's CIL Draft Charging Schedule for independent examination.

**Residents Letters**

Email from Jon Edgar with details of new sculpture developing through 2014/15 on the Downs above Bury, Bignor & Duncton.

**Pulborough & District Community Care Assoc (PDDCA)**

2014 Annual Report

**HALC**

Notes from Cllr Kipp from meeting on 10<sup>th</sup> March 2015. Copied to Council.

**River Arun IDB**

Update: Future of the River Arun Internal Drainage District (IDD)

**Community Youth Worker**

- i). Notes from the Meeting held 18<sup>th</sup> March 2015: Copied to Council.
- ii). Report by Cllr Ellis from the meeting held 18<sup>th</sup> March 2015. Copied to Council.
- iii). Update from Horsham Matters on Dan Jenkins. Copied to Council.
- iv). Suggested Testimonial for Dan Jenkins as drafted by Cllr Ellis. Copied to Council.