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|  | PULBOROUGH PARISH COUNCIL*Working together for a better future* |

 PULBOROUGH PARISH COUNCIL

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MINUTES OF A FULL COUNCIL MEETING OF PULBOROUGH PARISH COUNCIL

**HELD** **ON THURSDAY 21st March 2024 AT THE VILLAGE HALL**

**PRESENT:** Cllrs: Ellis-Brown (Chair), Campbell, Clarke\*, Curd, Esdaile, Hare, Hunt, Lee, Marcusson, Martin, Mote & Riddle

Clarke (7:31)

**IN ATTENDANCE**: Mr H Quenault (Clerk) & 1 member of the public

***The meeting opened at 7.30pm.***

1. **APOLOGIES FOR ABSENCE**

Apologies were received as follows:

Cllr Hands – Personal Commitment

Cllr Trembling – Personal Commitment

Cllr Court – Illness

1. **DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS**

Cllr Ellis-Brown & Cllr Hunt, declared that as they are directors of the PCP, they will not vote on Agenda item 10.

Cllr Curd declared a change to her register of interests and stated that she was no longer Chair of the Pulborough Cricket Club.

1. **MINUTES OF FULL COUNCIL**

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council from the following dates as a true and accurate record of the proceedings and these were duly signed by the Chair:

18th of January – Full Council Meeting

15th of February – Full Council Meeting (with two conditions, the first being that the APCAG paragraph is rewritten so that it clarifies the correct organisation and detailed over the DCO. The second being that in the County Update, the minutes have a change of terminology used to describe the application for oil exploration at Broadford Bridge)

1. **COMMITTEE MEETING MINUTES**

Members **RESOLVED** to **APPROVE** the Minutes, Reports and Recommendations of Committees (other than separate agenda items) as follows:-

**PLANNING & SERVICES COMMITTEE**

Members received the Minutes of the Meeting held on 1st February 2024.

**RECREATION & OPEN SPACES COMMITTEE**

Members received the Minutes of the Meeting held on 8th February 2024.

**FINANCE & POLICY COMMITTEE**

Members received the Minutes of the Meeting held on 16th November 2023.

1. **ADJOURNMENT FOR PUBLIC SPEAKING**

A representative from the Neighbourhood Plan Group addressed the Parish Council regarding an update on progress with the current Neighbourhood Plan. Due to current timelines and HDC, there hasn’t been a public vote on the Neighbourhood Plan yet. Two key planning decisions had recently been presented to Planning at Horsham, St. Crispin’s & Greendene. The St. Crispin’s aspect, specifically regarding traffic regulations, was deferred due to data collection taking place during the lockdown period. Consequently, a fresh traffic assessment would be necessary. Additionally, the applicant lacks full access to the site presently. Although Greendene was initially rejected by the Neighbourhood Plan, it was subsequently approved during a committee meeting held by HDC on Tuesday. This could mean that a significant portion of the new proposed developments in the Neighbourhood Plan could be situated North of Pidgeon Gate Bridge. Concerns primarily revolve around site drainage. The other being access issues to Greendene from the A29 and the concern of further road disruption to the main road. This situation highlights the perceived futility of the weight of the current Neighbourhood Plan as it currently sits. Consequently, there's a recommendation for the need for a judicial review of the Greendene decision to ensure control over our local destiny.

It was **RESOLVED** that the Standing Orders were suspended for this agenda item.

Discussion centred on the footbridge needed for this development to link pedestrian access over the railway line. There were various capital cost estimates discussed, including approximately £550,000 for a stepped bridge and £850,000 for a ramped bridge, as per Districts calculation. However, Network Rail estimates indicated costs exceeding £800,000 (stepped) and potentially reaching £1.5 million (ramped). Network Rail made it clear that there is no immediate need for a ramped footbridge, something that the Parish Council disagrees on. However, there was consideration for building in a way that allows retrofitting a ramp at a later stage, although this could increase costs by 50%. The size and elevation of the bridge would vary depending on the chosen design, with the A29 side and the slope of the land for the new development being significant factors. Consideration for estimated traffic management costs (for pedestrian crossing) ranged from £500,000 to £800,000.

The discussion highlighted the importance of effectively communicating the Neighbourhood Plan to constituents and the potential need for a judicial review. Recent planning decisions in Horsham were acknowledged as potential obstacles, but it was expressed that there's hope for progress with the Plan in due course.

The Council **RESOLVED** that the Clerk should investigate the cost and implications of a juridical review due to the acceptance of Greendene by Horsham District Council.

1. **DISTRICT & COUNTY REPORTS**

**West Sussex County Council Report:**

The County Councillor was not present. The Clerk affirmed that any questions or queries about the report should be emailed to the County Councillor.

One councillor remarked on the lack of representation from her amidst the ongoing closure of the A29 and West Chiltington Road, deeming it a poor response. Another councillor observed that she isn't solely responsible for this area but represents multiple parish councils within the patch and works full time.

**Horsham District Council Report:**

The District Council cabinet approved a housing fund, allocated by the government, to purchase properties for refugees and council use. A match-funded sum of £5.2 million was approved by the council tonight, garnering general approval for housing initiatives.

Debate has continued over the waste collection systems, with agreement to sustain the current one-two-two collection system. This includes weekly collection of food waste, recycling every two weeks, and black waste every two weeks. Funding for a communal caddy system for flats was approved.

A waste lorry overturned necessitating a replacement with a smaller, potentially electric vehicle suited for navigating smaller lanes. It's fortunate to report that no serious injuries occurred.

A decision was made to sell the Drill Hall, a significant drain on HDC finances, to the Lifestyle Church as a multi-use community building.

Regulation 19 consultation concluded on February 29th, with officers now processing approximately 3,000 comments. A review of planning committees is underway. Government guidance on additional costs, exemptions and building regulations is being reviewed. £250K has been allocated to support the outset water scheme, aiming to reduce planning regulation backlogs and achieve water neutrality.

Members **NOTED** the District & County Reports.

1. **WARDEN REPORTS**

Discussing the current fuel wastage, the relevance of fuel cost records arises. It's beyond our control to dictate which vehicles Horsham District Council utilises. HDC do however determine the cost of wardens, potentially allowing some input from the parish. The Clerk noted that wardens were considering including fuel usage in their figures.

Members **NOTED** the Warden’s Report for January.

1. **COMMUNITY GARDEN – ALLOTMENT WORKING GROUP**

The Chair introduced the working group concept.

The Council **RESOLVED** that the terms of reference were agreed upon as stated in appendix C and included the following members:

1. Cllr Curd
2. Nichola Rodgers
3. Cllr Hunt
4. Louisa Hull (HDC Warden)
5. **REQUEST FOR EXPENDITURE – CLLR LEE**

Cllr Lee introduced the two proposals and explained the rationale for both. There is a significant amount of unspent money from the Youth Provision fund. It could be beneficial to allocate some of these funds to various projects.

After detailed deliberation, the Council **RESOLVED** to set aside £750.00 to a new EMR account (which will be ratified at the next Finance Committee meeting) for the community garden from the current underspend within the Youth Provision budget.

The Council further **RESOLVED,** in consultation with the football club and within the bounds of planning conditions being met that the Parish Council would contribute a maximum of £2,000 to fund an erection of a chain link compound near the Cricket Nets on the recreation ground for youth football storage.

1. **PRESS & PUBLIC EXCLUSION**

The Council **RESOLVED** to exclude the Press and public from the next agenda item due to the matter being based on an asset with an existing contract/lease.

1. **PCP – CONSULTATION ON POTENTIAL 106 SPEND**

The Clerk explained that the cost of this £5,232.75 with the potential that the PCP contribute some of their own funds for this.

There was significant debate over this.

After a substantial debate, it was **AGREED** that the Parish Council could not endorse the request for Section 106 funds due to the funds not being within the scope of any 106 agreement. It was further **AGREED** that the Clerk write to the 106 team as it was deemed that allocating such spending elsewhere could yield greater benefits.

1. **CONTRACT CHANGE – CLERK & DEPUTY**

The Clerk introduced the rationale behind this recommendation.

The Council **RESOLVED** to change the working hours on a committee night for office staff only from 9:00am to 9:30pm (TOIL claimed back) to 1:30pm to 9:30pm (TOIL no longer claimed back).

1. **REPRESENTATIVES ON OUTSIDE BODIES**

**Village Hall:** The Village Hall report suggests the possibility of installing an electric charge point, with potential funding available through a grant from HDC.

**Community Gardeners:** New plants have been introduced following a generous donation, including a professional garden layout. Permission has been granted by the Village Hall for this initiative, which involves converting the slope into a wildflower meadow. The process includes mowing the slope, with a shortfall of one meter for grass seed, catering to the need for protecting dogs and their paws. Volunteers are crucial for the project, which involves rotovating the area and subsequent mowing and raking.

**Pultopia:** A comprehensive update was provided regarding Pultopia (June 29th), a music event organised by Pulborough Parish Council. It was highlighted that acts have been secured for the event, which will be held in collaboration and agreement with St. Mary's Primary School. With a significant number of ticket sales expected (300 to 350), the event is projected to break even financially. Currently, the team is finalising details, with the remaining tasks including obtaining the TENS license and conducting a risk assessment. Gratitude was expressed to the events working group for their efforts.

**Little Monkeys:** An update was provided by the Clerk regarding Little Monkeys. It was stated that the group would now receive support from the Parish Council, with an estimated cost of £2,000 PA to be allocated from the youth provision fund. This support would enable Little Monkeys to operate under the umbrella of the Parish Council, enhancing its visibility as an achievement of the Council. Currently, there are three main operational bodies—The Pantry, Little Monkeys, and the Community Garden—outside of the parish council, all of which contribute significantly to community development. This decision aims to sustain Little Monkeys and support a cause that the Council strongly believes in. There was some concern over the support of Little Monkeys; it was reaffirmed that this was a non-for-profit organisation.

Community Pantry: The community pantry has successfully saved 3 metric tonnes of waste and welcomed 1200 visitors, marking it a significant achievement. Any instances of anti-social behaviour will not be tolerated, as stated in a recent media post, and consideration should be given to installing a corresponding sign. Volunteers are encouraged to reach out and get involved.

1. **PAYMENTS**

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| Adsum Sport & Play Limited | 960.00 |
| Horsham District Council | 71,244.19 |

***The meeting closed at 8.53pm.***

 ……………………………………..Chair

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