



PULBOROUGH PARISH COUNCIL
Working together for a better future

PULBOROUGH PARISH COUNCIL

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MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL
HELD VIRTUALLY USING MICROSOFT TEAMS
ON THURSDAY 18TH FEBRUARY 2021

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

PRESENT: Cllrs: Hare (Chairman), Clarke, Court, Harvey, Henly, Hunt, Kipp, Lawson, Riddle and Trembling

IN ATTENDANCE: Mrs H Knight (Clerk), District Cllr D Van Der Klugt, District Cllr B Donnelly
2 members of the public (part of meeting)

The meeting opened at 7.34pm

Prior to commencing formal business, at the Chairman’s invitation, a short silence was observed to remember Cllr Christopher Esdaile, who had sadly passed away recently, to reflect on his contribution and service to the community as a parish councillor.

282. APOLOGIES FOR ABSENCE

Apologies were accepted from Cllr J Esdaile.
Cllr Kay had been unable to access the meeting due to technical difficulties.

283. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest made and no changes to the register of interests.

284. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the online Meeting of the Council held on 21st January 2021 as a true and accurate record of the proceedings and that the Chairman would sign them.

Clerk’s Report

Government Business Support Grants:

The Clerk advised that two further Government business support grant applications had been successful and HDC had confirmed grants totalling circa £1,000.

Min. 268 – New Website:The new website had unfortunately met with further delays, in part due to JNR dealing with other client data protection crises. The Clerk had chased for completion and was now advised that the new website would be in place for 26th February 2021.

285. COMMITTEE MEETING MINUTES

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

248.1 Planning & Services Committee

Members received the Minutes of the online Meetings held on 21st January and 4th February 2021. There was no clerks report.

248.2 Recreation & Open Spaces Committee

Members received the Minutes of the online Meeting held on 14th January 2021. There was no Clerk's report.

248.3 Finance & Policy Committee

Members received the Minutes of the online Meeting held on 28th January 2021. The Minutes included recommendation that, following committee review, the Council re-adopt the LGPS Employer discretions Policy without amendment; The Minutes also included the recommendation that Council approve the special award of £200 grant aid funding from the unspent 2021/21 budget to West Sussex Mediation Service, following their recent request for Grant Aid. (F&P Min.158 refers)
There was no Clerk's report.

286. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed a resident who had registered to speak and the meeting was adjourned at 7.40pm and reconvened at 7.44pm.

The resident wished to make the Council aware of a recent incident that had brought to light some difficulties for some residents in accessing emergency assistance (social care) out of hours. The Neighbourhood Wardens had been an enormous help but matters were problematic as the resident was not registered with a GP and had no internet connection. Matters were now in hand for this person to receive appropriate support and both the District and Parish councils had agreed to publish an emergency out of hours social care contact number more clearly on their websites, which may help public trying to assist vulnerable residents in a similar scenario.

The Chairman took the opportunity to report that by coincidence another vulnerable resident had recently been brought to his attention by the Chairman of Coldwaltham PC, as the person was moving from Coldwaltham into Pulborough. The Neighbourhood Wardens had again acted very quickly in making contact and providing relevant support.

287. DISTRICT AND COUNTY REPORTS

District Cllr Donnelly reported that there would be a 3% increase to Council Tax. HDC had received Government grant funding which had assisted with financial balances. Regarding housing allocation, he emphasized to councillors that figures were decided and imposed by central government planning policy. Following comments from some Members, it was confirmed that strong representations had been made at high level to Government to contest housing allocations.

District Cllr Clarke reported that he would shortly be writing to parish councils publicising that there were still plenty of grant funds available for eligible businesses, as despite previous publicity there had been a disappointingly low number of applications. He urged that businesses should not be put off if the application appeared daunting and he and HDC officers would be happy to speak to individuals to assist where possible.

A Member asked about the end date for honouring extended use of the car parking discs under lockdown restrictions. Cllr Clarke thought the rollover end date was 1st July 2021 but would check and report back.

288. COUNCIL VACANCIES FOR CO-OPTION

Members considered the application (circulated) from Mr Leonard Ellis-Brown to be co-opted on to the Parish Council. The candidate was present at the meeting by conference call and the Chairman invited him to say a few words of introduction about himself.

Following voting, it was **RESOLVED** that Mr Ellis-Brown be appointed to the Council. Cllr Ellis-Brown was welcomed to the Council and it was noted that his first meeting would be the next full council meeting of 18th March 2021, subject to making arrangements with the Clerk to sign his Declaration of Acceptance of Office.

289. SPORTS PAVILION REBUILD / REFURBISHMENT PROJECT

The Clerk gave a brief update: The architect had been instructed to proceed with securing the various validation reports to support a full planning application, as approved by Council at the last meeting. He had contacted the various providers and progression of those reports/validation statements was anticipated very shortly.

290. PULBOROUGH COMMUNITY BULLETIN – FUTURE COUNCIL RESIDENT PUBLICATIONS

Councillors had received email correspondence confirming that the previous Pulborough Community Bulletin would no longer be published and that the publisher, Eyelevel Design, was developing a new wider reach magazine. Copy deadlines were not yet available and it had now been confirmed that individual parish-specific content would not be included. Eyelevel Design had provided quotations for a parish specific bi-annual newsletter which some parish councils utilised. Currently, the Chairman provides a monthly short article to the St Mary's Church magazine. Another option would be to submit PPC editorial to the Sussex Local magazine. The Clerk provided Members with information on setting up an e-newsletter, to which residents could choose to subscribe, as an addition to any printed publications. This would need further investigation regarding up to date costs but could be considered at a future meeting if Members wished.

Following discussion, it was **RESOLVED** that the Council would contribute to the monthly Sussex Local publication, continue with the Chairman's monthly church magazine content and engage with the new Eyelevel Design publication once more details were available.

291. PULBOROUGH NEIGHBOURHOOD PLAN – PROGRESS REPORT

The Clerk reminded Members that although the Independent Examiner had been appointed, there had been a delay to progress due to Reg.16 representations HDC had received from Historic England. Discussions had taken place between the Neighbourhood Plan Steering Group, Horsham DC and Historic England. The Chairman had attended a recent tripartite meeting, at the request of the Neighbourhood Plan Steering Group Chairman. As a result of that meeting, Historic England had removed some of their concerns. Further liaison was in progress to work on any necessary further evidence Historic England may require in order to allay remaining queries. The Chairman reported that the meeting had been very positive, with Historic England keen to work constructively with HDC and PPC/Steering Group to resolve any outstanding issues. Any addenda or changes to the Neighbourhood Plan would be brought to the Parish Council as soon as possible for endorsement.

292. REPRESENTATIVES ON OUTSIDE BODIES

Brief reports were provided by those Cllrs representing the Council on outside bodies or meetings:-

- Cllr Kipp had attended a meeting of WSALC that morning, which had over 150 people attending, at which the WSALC Board presented its proposals for sourcing

advisory support for Councils from Hants ALC. It was noted that PPC had previously given its two WSALC representatives (Cllrs Kipp and Hare) authority to vote as they see fit at the forthcoming WSALC AGM on 25th February 2021.

- Cllr Clarke had attended an Armed Forces Champions Conference for parishes on 3rd February 2021. The theme was around working with the Armed Forces Covenant. There was potentially a source of funding for the sports pavilion/sports & social club if the new premises included a mother and toddler group facility.
- Cllr Hare had attended a SSALC Chairman’s Forum, which principally comprised of a presentation by Sussex Police. A number of parishes had raised the serious issues of motorbike noise/anti-social activity and the police had emphasized their support in addressing issues. Officers are working on newer technology that could cope with issues such as monitoring noise levels.

293. CORRESPONDENCE

The Correspondence was noted (previously circulated to Council) and is attached as Appendix 1.

294. CHAIRMAN’S ANOUNCEMENTS AND URGENT MATTERS

The Chairman reported that this time last year, early plans were in place to have climate change/environmental matters as a theme. That had been put on hold due to the pandemic. It was hoped to now re-introduce relevant topics, which had included the recent presentation from Sussex Green Living. Sussex Green Living had subsequently agreed to address the Annual Meeting of the Parish. The Clerk told Members that she had some examples of ‘green’ related projects that other councils had taken forward which she would circulate shortly for Members’ interest.

295. PAYMENTS

It was noted that there were no payments to be authorised.

The meeting closed at 8.51pm

.....Chairman

.....Date

CORRESPONDENCE**Appendix 1****WSCC**

Town and Parish Council News, Issue 24, January 2021 and Issue 25 ,February 2021 (*forwarded to Cllrs*)

HDC

Email 02.02.21 from Communications & Marketing Officer with details of the forthcoming public information process for Census Day on 21st March 2021. An initial census postcard will be delivered to every household around 22nd Feb; This will be followed by a Census Pack at the beginning of March; Paper questionnaire can be requested for those with difficulty in using online, via telephone support and online (details will be clear within packs).

Sussex Police

- e-alerts 15.01.21 and 10.02.21, key items: Working together to protect each other; and Covid-19 NHS Organised Home Visits offered for the housebound vaccination programme
- Sussex Police & Crime Commissioner: E-newsletters 15.01.21 and 22.01.21, key topics: Support still available in lockdown, and The impact of policing Covid

Pulborough Neighbourhood Wardens

- Warden's monthly report January 2021 (*copied to Cllrs*)

MP

Letter 05.02.21 from Andrew Griffith MP thanking clerk/council for contacting him regarding the HDC consultation on renewal of its PSPO; The MP supports the Council's of extending prohibition of horse drawn vehicles to include the A29; He receives a great deal of correspondence regarding anti-social road users and measures such as these (the PSPO) form an important part of the solution. He is supportive of the campaign to expand current prohibitions under the PSPO to refer to anti-social use of motorcycles.

Southern Water

Email 09.02.21: Water Resources South East's proposals for creating a Best Value regional plan. Consultation to help create a vest value regional plan – deadline Friday 5th March 2021, visit <https://wrse.uk/engagementhq.com/consultations>

Village Market

Email 12.02.21 from organisers confirming that the February market will not take place but with details of the annual Macmillan Mammoth Quiz starting on Friday 26th February – entry this year will be via donation and online. To enter visit: <https://macmillan-org.enthuse.com/pf/terri-ashpool-00f18>

NRA

Email 08.02.21 with Report in place of normal January AGM

APCAG

- Email 16.01.21 Council's Briefing on Gatwick Issues – details of meeting for local councils on 28th January 2021 (*forwarded to Cllrs*)
- Email 03.02.21 Newsletter on Night Flight Consultation

CAGNE

E-newsletters/Bulletin 124, February 2021.

DD Community

- Email 18.01.21 Gatwick in touch Newsletter, edition 1
- Email 11.02.21 – Gatwick Airport Press Release February 2021, topic charging for vehicles using North Terminal forecourt from 8th March 2021.