

PULBOROUGH PARISH COUNCIL

An ordinary meeting of Pulborough Parish Council was held at the Village Hall on Thursday 26 June 2003 at 7.00 pm

Present: Mrs J Botting (Chairman) Mrs C Barnett
Mrs H Black Mr B Donnelly
Mr R Paterson Dr A Tilbrook

County Councillor
Mrs P Arculus

In attendance: Mrs H Grey

1 APOLOGIES FOR ABSENCE

None

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 MINUTES

ACTION

3.1 FULL COUNCIL

The minutes of the ordinary meeting held on 27 March 2003 and the Annual Meeting held on 22 May 2003 were agreed and signed as a correct record.

Matters Arising

(i) Sports Pavilion

The Clerk reminded Members that the Parish Council had invited quotations from four companies – Adept, Goodwins, Hamilton Cole and Saunders – for improvements to the showers and changing rooms at the pavilion. It had been agreed in principle – subject to the receipt of £15,000 from the developers of the Five Bells public house - to accept a quotation from Saunders Specialised Services for the following work:

- to supply and install two Lochinvar water heaters at a total cost of £12,160 plus VAT
- to supply and install VES Andover Sky-line roof extractor units in the four changing rooms at a total cost of £4,650 plus VAT, excluding carpentry and electrical work.

Horsham District Council had confirmed receipt of the £15,000.

Mrs Barnett proposed that the Parish Council should accept the quotation from Saunders. Dr Tilbrook seconded and the proposal was agreed unanimously.

Clerk

(ii) Village Signs

It was reported that the Highways Engineer had informed the Parish Council that the proposed signs would not need planning permission. This was contrary to written advice from Horsham District Council. Mr Paterson undertook to check the position with the District Council.

RP

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- (iii) **Community Information Sign** **ACTION**
- It was reported that a site meeting had been arranged with the agents for the landlords of Lower Street Surgery at 7.00 pm on Wednesday 9 July. Mr Paterson said that he had another meeting that evening but that Mr Donnelly would attend in his stead. He reported that the applications for the other sites in Horsham District had gone through. **BD**

3.2 PLANNING & SERVICES COMMITTEE

Mrs Botting presented the minutes of the meetings held on 3 April, 1 May and 5 June 2003.

Matters Arising

- (i) **Pocket Park & Recreation Ground Trees** **Clerk**
- It was reported that planning permission had been given for the proposed remedial tree surgery in Pocket Park.
- (ii) **PL/43/03 Upper Nash Reservoir, Nutbourne Lane**
- Members noted that the application for the erection of a temporary telecommunications radio base station had been refused.
- (iii) **Traders' Meeting**
- Mr Paterson reported that the traders were distributing a questionnaire to determine what shops people wanted.
- (iv) **Bus Shelters** **RP**
- Mr Paterson undertook to chase progress with the proposed bus shelters.
- (v) **North Heath Garage**
- Mrs Barnett reported that she and the Clerk had attended a meeting with Mr Morra, the owner of the garage, and Mr Andrew Smith of the Rural Housing Trust. It had been agreed that the site would not be suitable for affordable housing because Mr Morra required a commercial value for the site. Mr Smith had also visited the sites at Riverside Concrete, Barnhouse Surgery and the old allotments at Stopham Road.
- (vi) **Street Lighting** **Clerk**
- It was reported that the installation of a new light outside the Bowling Club had been suspended because SEEBOARD had received complaints from local residents. Members noted Mr Williams' comments about the need for the light. Dr Tilbrook proposed that SEEBOARD should be instructed to proceed with the work. Mrs Barnett seconded and the proposal was agreed unanimously.
- (vii) **Hanging Baskets** **F & P**
- Mrs Botting said that the hanging baskets looked good but suggested that they might be lowered next year. A resident of Lower Street had complained about one basket and this should perhaps be moved to a different site next year.
- (viii) **Notice Board**
- Mr Paterson reported that he had suggested to Mrs Ann Kaiser that she liaise with the Parish Council over

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arrangements for a community notice board in the main car park. He had also asked the District Council to replace the tourist information sign.

**ACTION
Clerk**

3.3 FINANCE & POLICY COMMITTEE

The minutes of the meetings held on 10 April and 5 June 2003 were received.

4 ANNUAL ACCOUNTS 2002/03

Mr Paterson proposed that the annual accounts be accepted for submission to the Internal Auditor. Mr Donnelly seconded and the proposal was agreed unanimously.

Clerk

5 STANDING ORDERS

It was reported that the Chairman's Resolution to amend the Parish Council's Standing Orders had been signed by all but Mr Paterson, who had been on holiday. Dr Tilbrook proposed that the Parish Council should adopt the proposed amendments subject to any suggestions for changes from Mr Ian Davison. Mr Paterson seconded and the proposal was agreed unanimously.

Clerk

Dr Tilbrook said he understood that there had been correspondence between previous Councillors and the District Council about proposals to develop Pulborough Sports & Social Club. It was agreed to write to Mr Paul Rowley to clarify the Parish Council's position on this matter and to ask for a copy of any correspondence.

Clerk

6 GRANT FROM THE COUNTRYSIDE AGENCY

Members noted that Mr Shaw had not responded to a letter requesting a copy of the application and details of the grant. They recognised the problem in holding funds provided for specific activities of which the Council was not aware. It was agreed to hold the money in the Parish Council's bank account until either Mr Shaw clarified the position or the new Council was in a position to make a decision.

Council

7 REVIEW OF LICENCE TO PULBOROUGH SPORTS & SOCIAL CLUB

It was reported that the Club's share of the annual insurance for part of the pavilion had been paid but that rent for the current quarter was still outstanding. It was agreed to write to the new Chairman of the Club concerning the outstanding rent.

The Clerk said that she had been approached by the Chairman of Pulborough Rugby Football Club, Mr Alex Steele. The latter felt that the Rugby Club would have to sever all relations with the Sports & Social Club to protect its own reputation. He said that the Rugby Club could not afford to associate with an organisation which was unconstitutional and of questionable legal validity. Mr Steele also said that the Rugby Club felt unable to use the facilities because

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sports members were no longer welcome and there had been some unpleasantness to junior rugby members. He believed that the Cricket Club shared his views and that the Football Club was also unhappy.

ACTION

It was agreed to invite the Chairmen of the Sports Clubs to an informal meeting with the Parish Council at 7.30 pm on Friday, 4 July.

Clerk

8 QUOTATIONS FOR GROUND MAINTENANCE

Four quotations from the Handyman at Pulborough Social Centre were received.

1) Masons Way	clear shrub bed at play area	£240 (done)
	maintenance 4 times a year	£650
2) Allotments	8 shed roofs	£480
	clear ditch	£680
	maintain ditch 3 times a year	£280 per visit
	maintain ditch 2 times a year	£380 per visit
3) Recreation Ground	replace 5 broken bollards	£185
	install 3 retractable bollards	£295
4) Sports Pavilion:	paint/decorate changing rooms	£780
	steam clean tiles	£480

It was reported that Forestry Enterprises Ltd had been commissioned to undertake the first three items in October 2002 and January 2003 but had not completed the work within the agreed timescale despite frequent reminders. The shrub bed at Masons Way had been the subject of frequent complaints and had already been cleared with the agreement of the Chairman. The sports pavilion could not be painted before the installation of extractor fans but needed to be completed by the end of August.

In view of the urgency of the work, Mrs Botting proposed that authority should be delegated to the Clerk to accept these quotations if she considered them reasonable. Mrs Barnett seconded and the proposal was agreed unanimously.

Clerk

9 PARISH COUNCIL MEETINGS IN JULY

Members reviewed the dates of Parish Council meetings arranged for July in the light of the forthcoming election. The following dates were agreed:

Planning & Services Committee	3 July 2003 - no change
Finance & Policy Committee	10 July 2003 - cancel
Recreation & Open Spaces Committee	17 July 2003 - cancel
Full Council	31 July 2003 - b/f to 24 July

It was reported that Mrs Christine Swan had suggested an induction session for new Councillors by herself and Mr Martin Wright. This was agreed. The provisional date was 28 July and all Councillors would be welcome.

Clerk

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10 REPRESENTATIVES' REPORTS ACTION

1) Youth Club

Mrs Barnett reported that she had recently attended a meeting which had been the best she had ever attended. There were 25 regular members on Wednesdays and the Club hoped to open on some Fridays. The Club was tidying up the premises.

2) Community Care

Mrs Barnett said that she had also attended a meeting of the Community Care Association. Concern had been expressed about parking in Brooks Way which prevented access for the Minibus to the Social Centre. The Minibus drivers recently had to push elderly people in wheel chairs up to the main car park. It was suggested that notices might be put on the cars of persistent offenders. Mr Paterson said that there was a need for more controlled parking in Pulborough. Some additional parking should be available in due course at the site of the Barnhouse Surgery.

Mr Paterson said that District Councillors had insisted that there should be no loss of disabled spaces in the car park arising from the permitted access for Felicity Thorpe. It was reported that the District Council's Car Parks Manager had said that there was no loss of disabled spaces because a disabled member of Felicity Thorpe's staff now parked on the business premises.

Mrs Black said that the parking bays outside Allfreys Plat were always full so that visitors to the sheltered accommodation had to double park. Mrs Arculus undertook to raise the questions of parking in Brooks Way and outside Allfreys Plat with the Highways Department.

PA

11 PAYMENTS

		£
Greenbarnes	Keys For Notice Board	10.58
London Electricity	Gas	21.51
Rob Hook	Weed Play Area	260.00
Allianz Cornhill	Tractor Insurance	79.45
Social Centre	Room Hire	256.40
HDC	Village Sweeping	342.71
Arun Mowers	Repairs To Roller	54.90
HDALC	Annual Sub	10.00

12 CORRESPONDENCE

There was no correspondence.

13 ITEMS RAISED BY COUNCILLORS

1) Meeting with HDC Community Safety Officer

It was agreed that the Council should arrange a special meeting in the autumn to discuss crime and disorder.

Clerk

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2) Citizens Advice

Mr Paterson reported that the Community Access Office was coming to an end. Alternatives were being considered, such as giving Parish Councils a PC to provide public access to information.

ACTION

3) Youth Facilities

Mr Paterson said that there was a possibility that the Barnhouse Surgery might be used to provide youth facilities in the future. Mrs Arculus suggested that there should be a family centre with youth facilities in the evening.

4) Cousins Way Recreation Field

Mrs Barnett asked for the Parish Council's litter bin to be removed.

Clerk

The meeting closed at 10.15 pm.

..... Chairman

..... Date