

## PULBOROUGH PARISH COUNCIL

An ordinary meeting of Pulborough Parish Council was held at Pulborough Social Centre on Thursday 16 October 2003 at 7.30 pm

Present:                    Mrs J Botting (Chairman)                    Mrs C Barnett  
                                 Mrs H Black                                    Mrs H Grey  
                                 Mrs L Speer                                    Mr L Ampstead  
                                 Mr M Foster                                   Mr I Kiverstein  
                                 Mr N Ryan                                     Mr B Vincent

### District Councillor

Mr B Donnelly

In attendance:        Ms Naomi Smith, Airs                    Mr R Aylott  
(items 1-3)                Mr R Charter                                Mr J Dennison

### 1        APOLOGIES FOR ABSENCE

                                 Mrs P Arculus                                Mrs N Hompstead  
                                 Mr N Bransden                                Mr R Paterson

### 2        DECLARATIONS OF INTEREST

Mr Ampstead declared a prejudicial interest in item 3 2) - the future relationship between the Parish Council and the Healthcheck project – and withdrew during discussion of that item.

### 3        PULBOROUGH HEALTHCHECK PROJECT

### ACTION

#### 1)        Action Plan

Mr Ampstead outlined the background to the project. He said that this was a Countryside Agency initiative which had provided funds to enable four towns/villages in West Sussex to undertake a Healthcheck. After extensive consultation with the community, the Pulborough Community Partnership had drafted an Action Plan for presentation to the Parish Council.

Mr Aylott presented the Action Plan with assistance from Mr Charter. He said that the four task groups – Transport and Accessibility, Economy, Social and Community and Environment – had identified nine key projects for the village. These included assistance for local shops, safety and security – should Pulborough have a village ‘bobby’? – restoring and promoting local historical sites, quality assurance of environmental services and preparing a Village Design Statement.

During discussion, Mrs Botting suggested that the village ‘clean up day’ should be reinstated to encourage pride in the environment. Mr Ryan suggested the need for a village museum and Mrs Grey identified a need for parking for coaches to encourage visitors to the village.

## PULBOROUGH PARISH COUNCIL

Mr Aylott emphasised that the Partnership was an Agency for change – the responsibility for action might well rest with other organisations. The Partnership intended to make the District Council aware of their thoughts and to create pressure for priority to be given to improvements in Pulborough. The Action Plan was a short document for wide circulation backed up by individual project plans.

**ACTION**

Mrs Botting proposed that the Parish Council should accept the Action Plan. Mr Foster seconded and the proposal was agreed unanimously.

### 2) **Future Relationship with the Parish Council**

Mr Aylott said that the Partnership would like a close working relationship with the Parish Council. The intention was to keep all stakeholders involved and in close communication. At an informal level, he would like the Parish Council to be involved in each task group. The following Parish Council representation was agreed:

#### Transport and Accessibility

Mrs Hompstead was the group leader.

**NH**

#### Economy

Mr Paterson was the group leader; Mr Kiverstein volunteered to join the group.

**IK**

#### Social and Community

Mrs Grey volunteered to join the group

**HG**

#### Environment:

Mrs Barnett and Mrs Speer said that they would continue to represent the Parish Council.

**CB/LS**

Mr Ryan said that he would be interested in becoming involved in Environment our Heritage.

**NR**

Mr Aylott emphasised the need for regular reports to the Parish Council. It was agreed that the Parish Council representatives would provide regular feedback and that ad hoc meetings with the Partnership would be arranged when needed. Mr Foster enquired about the priority of projects. Mr Aylott said that he would come back soon to discuss the Swan Bridge project. Mr Kiverstein emphasised the need for early identification of any demands on Parish funds.

Mrs Botting thanked Mr Aylott and Mr Charter for their presentations and the four visitors

## **4 MINUTES**

### **4.1 FULL COUNCIL**

The minutes of the meeting held on 24 July 2003 were agreed and signed as a correct record.

#### **Matters Arising**

There were no matters arising.

## PULBOROUGH PARISH COUNCIL

- 4.2 FINANCE & POLICY COMMITTEE** **ACTION**
- Mr Kiverstein presented the minutes of the meetings held on 21 August 2003 and 25 September 2003. He noted that the latter had been amended in the interests of clarification.
- Matters Arising**
- (i) **Review of Risk Assessment**  
In response to a question from Mr Ampstead, Mr Kiverstein said that the Committee had made two minor amendments to the Register which were detailed in the minutes. Mrs Black was reviewing the structure of the Register and the revised document would be circulated to all Members when available.
- (ii) **Pensions**  
Mr Ampstead said that, whilst the Parish Council had agreed the matter of a pension for the Clerk, it had not been agreed that this should be backdated.
- (iii) **Budget 2004/05**  
Mr Kiverstein said that the Committee would prepare a draft budget by the end of November. He asked the Planning & Services and Recreation & Open Spaces Committees to submit their plans and priorities. **P & S  
R & OS**
- 4.3 PLANNING & SERVICES COMMITTEE**
- Mrs Botting presented the minutes of the meetings held on 7 August 2003, 4 September 2003 and 2 October 2003.
- Matters Arising**
- (i) **Hanging Baskets**  
Mrs Botting proposed that Danny Flynn should be asked to water the hanging baskets again in 2004. Mrs Barnett seconded and the proposal was agreed unanimously. **Clerk**
- 4.4 RECREATION & OPEN SPACES COMMITTEE**
- Mrs Botting presented the minutes of the meeting held on 11 September 2003
- Matters Arising**
- (i) **Playground Inspections**  
It was reported that the report of the recent statutory inspection had recommended that the slide should be removed from service. Ash Reid Design Limited had quoted £2,960 for a new slide. It was agreed to ask Ash Reid Design to remove the existing slide from service and to seek two alternative quotations for a replacement. **Clerk**
- 5 REPRESENTATIVES REPORTS**
- (i) **Age Concern**  
Mrs Grey said that she had made contact with Age Concern and would check whether they needed a donation from the Parish Council. **HG**
- (ii) **Communications Group**  
Mrs Grey said that she was looking into the issue of a logo for the Parish Council. **HG**

## PULBOROUGH PARISH COUNCIL

6	PAYMENTS	£	ACTION
	Viking Direct	Stationery	308.12
	D J Flynn	Hanging Baskets	135.13
	Travis Perkins	Supplies	31.29
	Southern Water	Allotments	311.42
	Social Centre	Room Hire	369.00
	Mark Weston	Village Signs	1,500.00
	Rob Hook	Bollards	526.00

### 7 CORRESPONDENCE

- 1) **Horsham District Communication Strategy – ‘Visions and Priorities’**  
 Members felt that there was too little time to consider the content of this document and that the presentation was pretentious.
- 2) **Local Determination of Standards Board Complaints against Members**  
 Members noted the paper.
- 3) **Training for New Councillors**  
 Members noted that there would be a SALC training course: for new Councillors on 6 –8 February 2004

### 8 ITEMS RAISED BY COUNCILLORS

- 1) **Horsham District Council**  
 Mr Donnelly said that the budget was the major current issue. The plans for the Medical Centre had been deferred again.
- 2) **Rectory Lane**  
 Mr Vincent said that there were posts on the road below Lavender Cottage.
- 3) **Swan Corner**  
 Mrs Grey said that there had been three accidents due to poor lighting and triple parking.
- 4) **Pavilion**  
 Mrs Black said that the Rector was encouraging people to park by the pavilion. It was agreed that this was not a problem. **Asst Clerk**
- 5) **Festival of Christmas Trees**  
 Mrs Grey said that she was willing to decorate a Christmas tree on behalf of the Parish Council.
- 6) **Parish Council Christmas Dinner**  
 It was agreed to seek a provisional booking at the Oddfellows Arms on 18 December. **Asst Clerk**

The meeting closed at 9.55 pm.

..... Chairman

..... Date