

## PULBOROUGH PARISH COUNCIL

An ordinary meeting of Pulborough Parish Council was held at the Village Hall (Pulborough Social Centre) on Thursday 17 February 2005 at 7.30 pm

**Present:**

Mrs J Botting (Chairman)	Mrs C Barnett
Mrs H Black	Mrs A Lawson
Mrs H Grey	Mrs N Hompstead
Mr L Ampstead	Mr N Bransden
Mr D Boulton	Mr J Denison
Mr M Longridge	Mr N Ryan

**District Councillor**  
Mr B Donnelly

**In Attendance:** Miss Samantha Clark, West Sussex County Times

### 1 APOLOGIES FOR ABSENCE

Mr M Foster	Mr I Kiverstein
Mr R Paterson	Mr B Vincent

### 2 DECLARATIONS OF INTEREST IN AGENDA ITEMS

Mrs Black and Mr Ryan declared an interest in Pulborough Village Hall as Chairman and Trustee respectively.

### 3 MINUTES

### ACTION

Mrs Botting proposed – and it was agreed – that the minutes of all meetings should be taken as read. She said that Members were welcome to raise matters for clarification.

#### 3.1 FULL COUNCIL

The minutes of the ordinary meeting held on 9 December 2004 were agreed and signed as a correct record.

#### Matters Arising

##### (i) District Council Matters

Mr Ampstead expressed continued concern about the yellow sign at Cobbetts. Mrs Grey asked whether the wine bar's sign on the pavement at Swan Corner was permitted. It was agreed to report both signs to the relevant authorities.

**Asst  
Clerk**

#### 3.2 FINANCE & POLICY COMMITTEE

The minutes of the meeting held on 13 January 2005 were received.

#### Matters Arising

##### (i) Outstanding Matters

It was reported that the Planning & Services and Recreation & Open Spaces Committees were drafting contributions to the Parish Council's business plan.

##### (ii) IT Grant

It was reported that the monitor and software had been received.

## PULBOROUGH PARISH COUNCIL

### 3.3 PLANNING & SERVICES COMMITTEE

**ACTION**

The minutes of the meetings held on 6 January 2005 and 3 February 2005 were received.

#### **Matters Arising**

#### **(i) Planning Applications**

Mr Donnelly said that he and Mr Paterson planned a site visit at DC/04/2619 Meadow Cottage, West Chiltington Road.

Mr Donnelly said that he said that he agreed with the Parish Council's comments on DC/04/2763 Riverside Concrete and reported that Mr Paul Rowley had promised £150,000 for the Village under a Section 106 agreement. Mrs Botting hoped that this sum could be put towards the cost of the proposed footbridge. Mr Bransden said that grants were available for safer routes to school. Mr Ampstead suggested the need for a long term view of developments affecting the A29. Mrs Hompstead said that the Parish Council had pressed the authorities to take a holistic view but it seemed that they could only address proposals piecemeal. Mrs Botting undertook to set up a subcommittee to manage a footbridge project.

**JB**

#### **(ii) Swan Bridge**

Mrs Botting said that Mr Aylott had been considering the question of public access and would like to plant willows and to install seats at the bridge. It was agreed to clarify ownership of the strip of land.

**Asst  
Clerk**

#### **(iii) Local Development Framework**

Mrs Hompstead said that, apart from Riverside Concrete, the only Pulborough site included in the preferred options was Brinsbury College. Mr Ampstead said that the increased traffic arising from the proposals would cause further problems on the A29. He suggested the need for a huge improvement to the access to the site. Mrs Grey said that staff at The Acorn were concerned that the proposals would lead to their demise and would object to the proposals. Mr Donnelly suggested that The Acorn should request a meeting with Horsham District Council.

#### **(iv) Train Horns**

Mrs Botting thanked Mr Donnelly for information on contacts for complaints and for providing a standard letter. It was agreed to insert an article about the problem in the Newsletter.

**Asst  
Clerk**

### 3.4 RECREATION & OPEN SPACES COMMITTEE

The minutes of the meeting held on 27 January 2005 were received.

#### **Matters Arising**

#### **(i) Sports Pavilion**

Mrs Barnett reported that the Committee had agreed to invite the developers to present their proposals to the next meeting.

## PULBOROUGH PARISH COUNCIL

### (ii) Mini Rugby Club

**ACTION**

Mrs Barnett said that she had reviewed the parking problem with the Groundsman. They had concluded that the Club could use the Cousins Way recreation field more.

### 4 COMMUNICATIONS

Mrs Botting asked Members to make a concerted effort to meet.

### 5 REPRESENTATIVES' REPORTS

#### 1) Pulborough Community Partnership

It was reported that the Partnership had arranged an 'Open Day' from 9.00 am to 12.30 pm on 26 February.

#### 2) Public Transport

Mrs Hompstead said that she had attended a meeting at Billingshurst about possible future development of the Arun Valley rail line, particularly between Crawley and Arundel.

### 6 PAYMENTS

		£
Mark Weston	Signs	160.00
London Energy	Gas	80.30
Cleaver Tree Surgery	Tree Surgery	94.00
Burgess & Randall	Maintenance Supplies	62.04

### 7 CORRESPONDENCE

#### 1) Public Conveniences

Members noted a letter from Mrs Crossley, Mrs Kaiser and Mr Reeve regarding the closure of public toilets in the Village. Mr Donnelly said there were plenty of toilets in Pulborough.

#### 2) Newsletter

It was agreed that the Newsletter should include telephone numbers for the Police and the Dog Warden.

**Asst Clerk**

#### 3) MSF Surfacing

Mr Bransden proposed that the Parish Council should accept a quotation of £450 from Academy Sports for refurbishing the MSF surface. Mrs Hompstead seconded and the proposal was agreed unanimously.

**Asst Clerk**

#### 4) Citizen Engagement and Public Services; Vibrant Local Leadership

Copies of a letter from the Office of the Deputy Prime Minister were circulated.

#### 5) SLCC Regional One Day Conference

Copies were circulated of the programme for a Conference to be held on 6 April. Members were asked to notify the Assistant Clerk if they would like to attend.

**Members**

### 8 APPOINTMENT OF PARISH CLERK

Mrs Botting asked members of the press to leave the meeting to enable a confidential discussion about the appointment of a new Parish Clerk. Miss Clark left the meeting.

**PULBOROUGH PARISH COUNCIL**

Members considered a paper containing proposals from Mrs Botting and Mr Kiverstein for the appointment of a new Parish Clerk. Concern was expressed about the proposed reduction in hours from the current 55 hours shared between the Clerk and the Assistant to the proposed 33 hours to be shared between the new Clerk and the Bookkeeper. Mrs Botting said that the Finance & Policy Committee would closely monitor the arrangements to ensure that they were sufficiently robust.

**ACTION**

**F&P**

Mr Denison proposed that - as proposed in the paper and with effect from 1 March 2005 - Miss Suzanne White should be offered an appointment as Clerk to the Council, that Mrs Maria Hearn should be offered a contract as bookkeeper and that Mr Kiverstein should be appointed as Responsible Financial Officer. Mr Bransden seconded and the proposal was agreed unanimously. Mrs Botting said that Councillors would have to do more work. Mr Ampstead asked the Finance & Policy Committee to check that the Parish Council had appropriate liability insurance.

**JB**

**F&P**

**9 URGENT MATTERS RAISED BY COUNCILLORS**

**1) Section 106 Agreements**

Mr Ampstead said that he had heard that £76,000 from the development of the Spiro Gills site was being made available to Storrington Parish Council.

**2) Sussex Police**

Mr Denison suggested that Sussex Police should be asked again to attend occasional Parish Council meetings.

**Asst  
Clerk**

The meeting closed at 9.25 pm.

..... Chairman

..... Date