

**An ordinary meeting of Pulborough Parish Council was held at the Village Hall on Thursday 20<sup>th</sup> April 2006 at 7.30 p.m.**

**Present:**

Mrs J Botting (Chairman)	
Mr L Ampstead	Mr I Kiverstein
Mrs C Barnett	Mrs A Lawson
Mrs H Black	Mr M Longridge
Mr D Boulton	Mr B Vincent
Mr N Bransden	

**District Councillors**

Mr B Donnelly

**In attendance:** Representatives of Pulborough Amenity Group  
Mrs J Radley – Locum Parish Clerk  
Mr H Barrett – Asst Clerk

**1 APOLOGIES FOR ABSENCE**

Mr J Denison  
Mr R Paterson (District Councillor)  
Mrs P Arculus (County Councillor)

Mr M Foster

**2. PARISH CLERK – RESIGNATION**

The Council excluded the press and public during consideration of this item.

RESOLVED: that the resignation of the Parish Clerk, Mrs S White for personal reasons be accepted and Mrs J Radley be considered locum Parish Clerk until a replacement is appointed.

**3. DECLARATIONS OF INTEREST**

Mrs Black declared an interest in items relating to Pulborough Village Hall in her capacity as Chairman of the Trustees.

Mr Boulton and Mr Vincent declared their interests as Chairman and Treasurer of the Sports & Social Club.

**4. MINUTES**

RESOLVED: that the minutes of the ordinary meeting held on 16<sup>th</sup> March 2006 of the full Council be noted and signed.

**4.1 Full Council**

**Matters Arising**

Mrs Black reported that a shield had been agreed upon as a memorial to the former Councillor Mrs H Grey. An order had been placed and it should be available for the end of term in July.

Mrs Barnett reported that a meeting had been held with the architects, Bayley & Wilmers on the proposed improvements to the Sports

Pavillion. The architects had agreed to review the plan and would contact the Parish Clerk to arrange a further meeting.

**5. FINANCE & POLICY COMMITTEE**

The Council received the minutes of the meeting of the Finance & Policy Committee held on 9<sup>th</sup> February 2006.

**Wish List**

Mr Kiverstein reported that some of the items identified on the 'wish list' were ineligible as funding from 106 Agreements was only available for new schemes which were for the benefit of the community.

Members discussed the possible pot of funds from recent Section 106 Agreements and Mr N Bransden reported that he would check the database to assess what funds were available.

Mr Donnelly reported that the £30,000 funding from planning Permission No. WSCC/TC/9/06 dated 11<sup>th</sup> April 2006 had been set aside under the Section 106 Agreement to be used for a traffic calming scheme outside the school. He agreed however to contact Horsham District Council to ascertain whether this type of highways scheme was the responsibility of the Highways Authority.

The Council agreed that the 'Wish List' should be included on the next Finance & Policy Committee agenda.

**6. PLANNING & SERVICES COMMITTEE**

The Council received the minutes of the meeting of the Planning & Services Committee held on 6<sup>th</sup> April 2006.

Mr Bransden reported that a footbridge below Sopers Cottages had been confirmed as the best solution for children to access St. Mary's School.

**7. RECREATION & OPEN SPACES COMMITTEE**

The Council received the minutes of the meeting of the Recreation & Open Spaces Committee held on 9<sup>th</sup> March 2006.

Mrs C Barnett reported a meeting of the Sports Pavillion had been held on 19<sup>th</sup> April 2006, the Bowling Club lease was still under consideration and that two more goal posts had been confirmed as a good idea.

**8. Scrutiny and Overview Work Programme**

The Council received the response of Horsham District Council and noted that the Council's suggested issues would not be appropriate for a Work Programme.

Concern was expressed about the street cleansing problem and, in particular, the need for a litter picker. The Clerk was asked to obtain the cost of advertising for a litter picker and to compile a list of items that may be appropriate for the Scrutiny & Overview Work Programme. Mr N Bransden suggested that a database for Section 106 Agreements may qualify.

**9. Parking in Pulborough**

Members reported the problem the new regulations had created for the residents using the car park and was of the opinion that instead of penalising the users of the car park the Wardens should control the on-street parking.

The Clerk was requested to inform Horsham District Council of the problem created by the new regulations governing the use of its car park in Swan View.

**10. Sussex Safety Camera Partnership**

The Council received a letter dated 24<sup>th</sup> March 2006 from the Sussex Safety Camera Partnership and welcomed the repositioning of the camera.

**11. Parish Council Archive**

The Council received the brochure for an archive container of Council documents. Members were of the opinion however that before purchasing a container there was a need to index the current store of documents that had accumulated.

The Clerk agreed to seek the advice of the County Archivist on what needed to be retained for perpetuity and consult with other parishes as to what arrangements they have in place for storing the documents.

**12. Review of Standing Orders**

The Council noted that 'public speaking' should be included in the revised Standing Orders and that the District Auditor had suggested other minor amendments.

Mr Kiverstein asked that this item be included on the next Finance & Policy Committee agenda and, in the meantime, he would review the document with suggested amendments. He felt that the Chairmen of the Committees would require training on Standing Orders once the revised edition was adopted.

**13. National Association of Local Councils (NALC)**

The Council received the response of NALC to providing child-minding fees for future Councillors with a young family.

Members noted that it would be necessary for Horsham District Council to form a Parish Remuneration Panel to consider members'

allowances before such payments could be considered for councillors.

The Clerk agreed to seek the advice of Horsham District Council and NALC and report to the next meeting.

**14. Interim Internal Audit Report**

The Council received a letter sent to RBS Auditing on 24<sup>th</sup> March 2006 in response to issues raised during the Audit.

RESOLVED that the salary paid to the Parish Clerk in March 2005 be approved at the increased rate which came into effect on 1<sup>st</sup> April 2005.

**15. Masons Way Playground Re-equipment Quotations**

The Council were informed that there was provision in the budget for play equipment but Members felt that the up-grading of the playground should be phased and a possible grant considered next year.

The Clerk was asked to inform the residents of the current situation and the Council

RESOLVED: that two sets of goal posts at a cost of approximately £517 per pair should be ordered, one set to be erected at Stanes Street Close when the fencing has been installed.

**16. 'Just Bin It'**

The Council noted the details of the event and agreed no further action should be taken.

**17. Community Payback**

Members noted the Community Payback Scheme and felt when appropriate a scheme may be considered for the Masons Way Playground improvements.

**18. Sussex Police Local Council Support Policy Review**

The Council noted the Review.

**19. West Sussex Sustainability Forum**

The Council receive and noted the Strategy for a Sustainable West Sussex.

**20. DEFRA**

The Clerk agreed to consider the Guide on the Clean Neighbourhoods and Environment Act 2005 and report to a future meeting on its implications for the parish.

**21. Sightscreens at Pulborough**

The Council expressed its concern that the award granted for the Sightscreens for the Cricket Club was £3,000 and not the £6,000 requested. Mr Kiverstein reported that he would appeal against this award.

## **22. PAYMENTS**

RESOLVED: that the following payments be approved and cheques signed:

Primus	Telephone Charges	£26.06
EDF Energy	Timeswitches	£52.88
CandelaConsultingLtd.	Bookkeeping	£146.88
Anderson Longmore &	Solicitors	£172.29
Nat.West	Bank Charge	£12.63
Viking Direct	Office Supplies	£64.13

## **23. Pulborough Public Amenity Group**

The Council received a letter from the Amenity Group reporting that a project co-ordinator was to be appointed and it had received a response from Horsham District Council who raised no objection, in principle, to a scheme to provide public toilets in the village. Funding from grants would be sought but the siting needed investigation and, of course, the upkeep and maintenance of such a facility would require careful consideration. Mr Mullett, a representative of the Group reported that the Council would be kept informed on the progress of the scheme.

## **24. Village Hall Open Evening and AGM**

The Council noted that the Open Evening and AGM of the Village Hall was being held on 26<sup>th</sup> April 2006.

## **25. Hanging Baskets**

The Council received a letter from a resident and noted his suggestion for the collection of rainwater at the Village Hall. However, as this was deemed impractical, at present, it was felt this should be borne in mind when improvements to the Club building were considered. Members reluctantly agreed that there should be no hanging baskets in the village this year due to the local water shortage.

## **26. 'Rock by the River'**

The Council received notice of the event to be held on 27<sup>th</sup> & 28<sup>th</sup> May in the village and Members felt that this should be advertised on the electronic noticeboard. Mr Bransden agreed to try and get the board up and running.

## **27. Neighbourhood Specialist Constable**

The Council received notification of the new Neighbourhood Specialist Constables, PC Angie Keeley based at Steyning and PC

Colin Parker based at Pulborough and that they wanted to demonstrate the newly acquired Speed Indicator Display (SID).

Members felt that this request should be forwarded to the Pulborough Local Action Team (LAT)

**28. Section 106 Panel Decision (11<sup>th</sup> April 2006)**

The Council noted that planning permission had been granted for the bus shelters and that an order had been submitted.

**29. URGENT MATTERS RAISED BY THE COUNCILLORS**

A member reported that Mrs E Kitchen, the Leader of Horsham District Council would be attending the Annual Parish Meeting to be held on 11<sup>th</sup> May and it was noted that a CAB representative may also attend.

Reference was made to the stile and fencing at the play area which was damaged and Mrs C Barnett and Mr N Bransden agreed to inspect and report.

Mrs H Black reported that the Community Care Association AGM was due to be held and a representative of the Parish Council was being sought.

**The meeting closed at 9.55 PM.**

..... Chairman

..... Date