

An ordinary meeting of Pulborough Parish Council was held at the Village Hall on Thursday 28th September 2006 at 7.30 p.m.

Present: Mrs J Botting (Chairman) Mr I Kiverstein
Mr L Ampstead Mrs A Lawson
Mrs H Black Mr J Noble
Mr J Denison

In attendance: Mr Brian Gatcombe – Pulborough LAT
Miss C Ebers – The County Times
Mrs L Hoff - Parish Clerk

1 APOLOGIES FOR ABSENCE

Mrs C Barnett
Mr M Longridge
Mr B Donnelly
Mr R Paterson

2. DECLARATIONS OF INTEREST

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

Mr I Kiverstein declared an interest in items relating to Pulborough Village Hall as a Trustee.

Mrs Botting suggested moving agenda item 10 forward to allow Mr Gatcombe to give his presentation earlier in the meeting.

RESOLVED: that agenda item 10 should be discussed immediately.

3. Pulborough Local Action Team – Recommendations for traffic calming

Mr Gatcombe advised that a meeting at the Youth Club on 13th June 2006 had 61 people in attendance.

They had agreed that there were two issues concerning traffic in the Rectory Lane, Link Lane, New Place Road area.

- 1.) The amount of traffic using it as a “rat-run” between Storrington & Billingshurst.
- 2.) The parents parking near the school to offload/collect their children and drivers parking in the road when attending evening meetings at the school, very often blocking residents in or out of their driveways.

They had come up with 10 suggestions for easing the problems and Mr Gatcombe relayed some of them.

He informed members that Rectory lane had three “twittens” and that it was very dangerous for anyone with a pushchair, as the pushchair was in the road before they could see oncoming traffic. The group had suggested chicanes in the road to enable them to see before crossing. He also said that the removal of trees actually prevented drivers

realising how fast they were actually going and chicanes would slow them down.

It had also been suggested that the road between Link Lane and Cousins Way should be made one way and New Place Road should be the exit route.

He asked the Council if they would be willing to take this forward.

After a brief discussion, members agreed to set up a sub-committee, as part of the Planning & Services Committee, to look at the proposals in detail. Mr Ampstead offered to go onto the sub-committee and stated that this was already in the Council's Action Plan and they were very concerned.

Mrs Botting stated that they now had built up a good rapport with Paul Addison of WSCC Highways Department and she would add this to the agenda of items to be discussed at a meeting with him on the 16th October 2006.

Mrs Botting thanked Mr Gatcombe for his most useful presentation.

4. MINUTES

RESOLVED: that the minutes of the ordinary meeting held on 27th July 2006 of the full Council be noted and signed.

4.1 Full Council

Matters Arising

Mr Paterson had set up a meeting between Chris Dier and members of the Council to discuss parking in the village. Mrs Botting reported that they discussed parking issues and the over-zealous traffic wardens. It had been suggested that Rivermead be made one way and that the loading bay outside the pet shop be limited to half an hour parking only.

It had been a useful meeting and the Clerk was instructed to contact Kerry Quested and Roger Paterson for their comments on the meeting.

Mrs Botting reported that Mr John McArthur, the Environmental Services Manager, had been unable to supply a volunteer to clear the Recreation ground, as was first hoped.

Mr Kiverstein noted the request to pay Mr Leadbeatter for clearing the Recreation Ground during the week. This is on top of his usual duties.

Mrs Botting reported that the Assistant Clerk was still waiting to hear from the installers of the electronic noticeboard. It was agreed that he should liaise with Mr Paterson on this issue.

The Clerk reported that the handrails leading down to the Village Hall were due to be installed the week beginning 2nd October 2006.

Mr Ampstead asked if the Clerk had received the paperwork on S106 from Mr Paterson. The Clerk had one copy and Mr Kiverstein had another. The names of those Councillors who wanted a copy sent to them were taken.

5. Planning & Services Committee

The Council received the minutes of the meeting of the Planning & Services Committee held on 3rd August, 10th August and 7th September 2006.

5.1 Matters Arising

Mrs Black explained that the meeting on 3rd August had been abandoned due to the sickness of the Chairman and had reconvened on 10th August 2006. She advised that together with Mrs Barnett, she presented photographs and reports on site visits to the Committee. With this information and from their own local knowledge, members then made their decisions.

Mrs Black also reported that everyone who had sent a written complaint concerning the relocation of Corden Pharmacy had received copies of all the letters.

Mr Kiverstein queried the Coppice Hanger appeal. Mrs Botting informed members that she had had a meeting with Roger Paterson, Brian Donnelly and Andrew Frost and also the head of Highways Department, WSCC and Pat Arculus. It was suggested that a much wider entrance would be needed onto the estate but Mrs Arculus was against this, as Church Hill was a typical West Sussex leafy lane and it would be a shame to lose it. HDC agreed to oppose the appeal on the conservation issue.

Mrs Black reported there were 20 members of the public at the meeting in the Rother Hall on 7th September 2006. There appeared to be some confusion on public speaking, despite the fact the agendas posted on the noticeboards clearly state that anyone wishing to speak must advise the Clerk by noon on the day prior to the meeting.

Unfortunately some members of the public became rude and disruptive and totally misunderstood the meaning of Declarations of Interest. It concerned a retrospective planning application for car servicing and was decided on a recorded vote. The Chairman was verbally abused and on later occasions, both the Clerk and Assistant Clerk were subjected to verbal attacks. Mr Ampstead pointed out that the Council has a duty of care to its staff and this should not be tolerated. Mrs Black stated that the rest of the meeting went well and members had objected to the building in a conservation area.

Mrs Black then gave her apologies and left the meeting at 8.25pm, as she was unwell.

6. Recreation and Open Spaces Committee

The Council received the minutes of the meeting of the Recreation & Open Spaces Committee held on 14th September 2006.

6.1 Matters Arising

Mrs Botting reported that the Recreation and Open Spaces Committee had agreed to the Bowling Club erecting two advertising boards. They were keen to let members of the public know that they could enjoy a game at the Club. The Bowling Club had completed a grant application for a set of smaller bowls for the younger members. Mrs Botting advised that the Bowling Club had two members who were either completely blind or partially sighted. These people could play bowls by having someone at the other end calling out instructions. Ideally, a walkie-talkie set would be of use as would be less disruptive for other players. Mrs Botting asked members if anyone had a spare set or knew of someone who had, for this worthwhile cause.

Mr Ampstead advised the Council that meetings had now been held with all the Sports Clubs concerning the future of the Sports and Social Club, except the Bowls Club. This was arranged with himself and Mrs Lawson and three members of the Bowls Club for 10th October 2006 at 4pm.

Mrs Botting reported that Mr Leadbeatter had asked permission from the Recreation and Open Spaces Committee to mow the grass on the rugby pitch, as they were not going to play there this season. He had left messages with Alex Steele of the Rugby Club but had no replies. The Committee agreed that he should go ahead but a couple of days later, up went the rugby posts as they are using the Ground for training. Members agreed that this would ruin the pitch and a letter should be sent requesting recompense for any damage done.

The Clerk was requested to ask WSCC to provide gates at the East Glebe Field to allow access for pushchairs and wheelchair users.

The Clerk reported that Rob Free, of the Sussex Wealden Greensand Heaths Project and his volunteers were due to start clearing Nutbourne Common Recreation Ground on Sunday 1st October 2006 at 11am. Mrs Botting and Mr Denison said they would be attending. Mrs Lawson advised that the Council own the access road and as the original documents of 11th September 1855 stated the road was 30' wide to allow for carriages, it was possible that an adjoining property had taken some of the land.

The Clerk reported that Neville Warner, the PCOS had spoken to the youths using motorbikes on the Recreation Ground and two of them

were on a final warning. If they were caught again, their bikes would be impounded.

Members were advised that £3000 was available in the budget for playground equipment and the Finance & Policy Committee had agreed that S106 funding should be requested for at least the same amount. Once the equipment had been decided upon, it was agreed that the residents of Masons Way should be contacted for their approval.

It was noted that the lamppost for the Sports & Social Club car park had been ordered.

7. Finance and Policy Committee

The Council received the minutes of the meeting of the Finance & Policy Committee held on 21st September 2006.

7.1 Matters Arising

The Clerk reported that the quotation from Danny Flynn for the installation of the "Bloor" bench was still awaited.

The Finance & Policy Committee had resolved that the quotation from Crowthers for the insurance survey of the Sports and Social Club should be accepted and asked that Full Council would agree this.

The motion was proposed by Mr Denison and seconded by Mrs Botting.

8. Public Speaking

There were no public speakers.

9. Comparison of First Quarter Expenditure Against Budget

Mr Kiverstein handed out the comparison figures to the Committee and Mr Ampstead requested that any documents that needed resolving should be posted out prior to the meeting. The Clerk agreed that this would be done in future and was an oversight due to not having received the document.

Mr Kiverstein reported that expenditure against budget was down for the first quarter but advised that some expenses, such as water rates and loan payments were paid half-yearly. Members were advised that due to the change of Clerk and the necessity of employing a locum for a few months, wages would be over budget. Mrs Botting stated that Jean Radley was an excellent Clerk and had been worth every penny.

10. Parish Council Discretionary Grants

The Committee noted that the closing date was 30 September 2006. A Sub-Committee had been elected to make recommendations on the grant allocation and members noted that Mrs Botting and Mr Noble were the Sub-Committee. The Clerk was instructed to have all the grant applications ready for the Sub-Committee to peruse on Monday, 2 October 2006.

11. Approval of Annual Accounts

Mr Kiverstein advised members that the auditor had studied the figures, agreed that they balanced and had no objections. The Council were then moved to approve the figures and were signed by the Chairman and Responsible Finance Officer.

The Statement of Assurance was read by the Council, confirmed as correct and signed by the Chairman and the Clerk.

Mr Kiverstein advised that the annual accounts would now go to an internal auditor, an external auditor and ultimately to the Government.

12. Pulborough Bowling Club

The Committee received a report from the Chairman of the Finance & Policy Committee concerning his and Mrs Botting's recent meeting with the Treasurer and Secretary of the Bowling Club. He stated it was a friendly meeting with the two gentlemen, neither of whom plays bowls.

A copy of the Bowling Club's annual accounts was circulated to members.

It was noted that the Parish Council was over-subsidising the Club as more than £5400 was paid in maintenance costs for a club with 45 members. It also appeared that the Council was paying the Club's water rates.

Members agreed that Mr Kiverstein should contact the Bowling Club to arrange a lease and an increase in annual rent in line with the other sports clubs. Mr Ampstead reminded members that a lease would be difficult until the future of the Sports and Social Club was decided.

13. Resolution to admit Lesley Hoff, Clerk to the Council, into WSCC Pension Scheme

Mrs Botting advised members that Lesley had continuous service in Local Government and had been in the WSCC Pension Scheme in her previous employment. She also reminded the Council that a previous Clerk had been in the Pension Scheme.

She proposed the motion that Lesley Hoff be admitted into the WSCC Pension Scheme and this was seconded by Mr Noble.

14. Partial Review of South East Plan – Provision of Gypsy and Traveller Caravan Sites

The Committee received the document and noted that comments were required by 13th October 2006. As there is already a site at Adversane, it was felt that was enough for the area. The Clerk was instructed to complete and return the document.

15. Proposed Entry Signs to Village

Mr Ampstead passed around copies of the signs that the Traders' Group had chosen, showing that Pulborough had traditional shops, free parking, a Roman heritage and scenic walks. Mrs Lawson was not keen on the signs but other Councillors agreed that the advertising was necessary. Mr Ampstead advised that part of the signs could be peeled off and replaced by (e.g.) advertising for a special event. Three Councillors voted for the blue background, 1 for the green background and one abstained. Mr Ampstead said it would now go to HDC for planning permission.

16. Icons and Eyesores.

Mr Denison reported that the Icons and Eyesores would form part of the guidelines for future plans for the South Downs. He stated that he had nothing but praise for the document, which will then be able to identify a common thread.

Mrs Botting asked that Thorn Common in bluebell time be added to the Icons section and Mrs Lawson reminded Councillors that the full title was Nutbourne Common Recreation Ground.

Mr Ampstead stated that the Post Office in Lower Street is an eyesore as is the MBC new fascia. Mr Kiverstein asked that “and surroundings” be added to the Toat Café entry.

Mr Denison was praised for the work he had done on the project and he agreed he would complete the necessary paperwork.

17. Christmas Dinner

Members agreed that a table should be booked at the Rising Sun in Nutbourne as they wished to keep the celebrations within the parish.

18. Christmas Decoration Grant

It was agreed that, due to lack of response from traders last year, the Council would go ahead and erect the Christmas lights. Roger Paterson, as Chairman of the Traders' Group, would be asked to relay this to the traders.

As Danny Flynn had insurance for this work, he would be asked to supply a quotation for the erection and maintenance of the lights.

Mr Denison suggested that the West Sussex Gazette as well as the County Times should be informed when the Christmas Lights were to be switched on.

19. Payments

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

FWAG	£35.00
EDF Energy	£206.39
Saunders	£94.00
EDF Energy	£37.37
Greenham	£303.15

20. DISTRICT AND COUNTY COUNCILLORS' REPORTS

There were no District or County Councillors present.

21. CORRESPONDENCE

Members noted there was no correspondence.

22. URGENT MATTERS

22.1 Before leaving, Mrs Black reported that at a meeting of the Village Hall Trustees on 25th September 2006, it was unanimously agreed if necessary they will obtain a commercial let in the Davis Morris Hall, to replace the district nurses and midwives with effect from 1st October 2007.

22.2 The Clerk advised members that the Society of Local Council Clerks South East regional Conference is on Wed. 15th November 2006 and Councillors were welcome. Members agreed to advise the Clerk if anyone was able to attend.

22.3 Members were asked to approve the renewal of the contract for Danny Flynn, to whom litter picking is outsourced, as at 10th October 2006. It was agreed that his 3-month trial had been a success and to renew the contract for a further 12 months.

22.4 Mr Ampstead reported that the rubbish bins had not been emptied for 17 weeks at Stane Street Close and there was rubbish on the green. Mrs Botting advised that she had visited the Green recently and had not been aware of any rubbish. The Clerk was instructed to ensure Danny Flynn emptied the bins in future. He was also to be asked to report back on the chain link fencing that had been cut in places.

22.5 The Clerk was instructed to ensure the large A-board at the White Horse public house was moved as it was not giving traffic a clear view of the car park. If it was not moveable, the permission for it to remain would be needed from Highways Department.

The meeting closed at 10.05 pm

..... Chairman

..... Date