

PULBOROUGH PARISH COUNCIL
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MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 16th AUGUST 2007
AT THE VILLAGE HALL

PRESENT: Cllr Mrs Botting (Chairman), Cllr Mrs Barnett (Vice Chairman), Cllrs Ampstead, Barrett, Mrs Black, Boulton, Denison, Ellis, Mrs Lawson, Lee, Noble, Reeve.

IN ATTENDANCE: Cllrs Mrs P Arculus (County Councillor), Cllrs Donnelly and Paterson (District Councillors), Mrs L Hoff (Clerk), 4 members of the public.

The meeting opened at 7.32pm

44. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Kiverstein and Mrs Watson.

45. DECLARATIONS OF INTEREST

There were no declarations of interest.

46. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 19th July 2007 as a true and accurate record of the proceedings and the Chairman signed them.

46.1 FULL COUNCIL

Matters Arising

There were no matters arising.

46.2 PLANNING & SERVICES COMMITTEE

The Council received the Minutes of the Meetings of the Planning & Services Committee held on 19th July 2007 and 2nd August 2007.

Matters Arising

The Clerk advised a reply had been received concerning the poor editorial relating to Pulborough in the Horsham and District Guide 2007/2008 with an apology from the printers and HDC, who supplied the information.

46.3 RECREATION & OPEN SPACES COMMITTEE

The Council received the Minutes of the Meeting held on 26th July 2007.

Matters Arising

Masons Way Play Area

The Clerk informed members the work to install the new play equipment was due to start on 21st August 2007. Weather permitting, the rubber surfacing would be laid on 24th August and the play area would then be ready for the Bank Holiday weekend. Residents of Masons Way with children had been

advised of the progress and a photo-shoot by the County Times would be confirmed when the work was completed. The Clerk was informed to contact the contractor to inform him the Council would now like the balance bars taken away.

Weeds growing in the Moat Footpath

The Clerk advised Councillors that Margaret Halliwell of Saxon Weald had been contacted thrice but as yet, there had been no response from her.

Byelaws

The Clerk informed members the draft copy from the printers was at the meeting, ready to be checked. Following approval, the signs would then be ready in the middle of the following week.

Drains in the Sports and Social Club Car Park

The Council was advised that CJ Uden were due to do a CCTV survey on 20th August 2007. The Clerk also informed members that a reply had been received from Southern Water on 15th August 2007, stating that the manhole covers on the Recreation Ground which were resting directly onto earth, would need to be attached to a frame in the manhole chamber. Unfortunately, the manhole covers were not the responsibility of Southern Water.

Holiday Cover for Cleaners

Lisa Richards, who runs the MSF and is therefore already a member of staff, has agreed to do the cleaning, starting on the 24th August 2007, after the Brighton and Hove Albion Training Day for local children.

Rugby Club – Various Matters

The Clerk advised the Council a letter had been sent requesting the metal sleeves be removed from the Cousins Way recreation Ground, lime cleared up from behind the sheds and that their lease was not being renewed after the end of the next season.

Willow Trees

The Clerk informed Councillors that a letter had been sent to Mr Duncan, asking him to cut back his trees overhanging the Cousins way Recreation ground. Mr Duncan had left a message on the Parish Office answerphone stating he did not understand which trees were meant. The Clerk sent a second letter on the 6th August 2007 to clarify but as yet, no reply had been received. The Clerk was instructed to write again and if the work had not been carried out after 7 days, the Parish office would arrange for the willow trees to be cut back and Mr Duncan would be sent an invoice.

Ruts on the Recreation Ground

The Clerk advised that the day after the meeting of Recreation and Open Spaces, she had contacted HDC Parks Department for a recommendation of whom they used to do such work and was told to try Jamie Thompson. After a few telephone calls and emails, the Clerk received a call from Mr Thompson stating he had not received the go-ahead due to a change in staff. He agreed to give this top priority as soon as the weather had cleared, advising topsoil could not be laid in wet weather.

46.4 FINANCE & POLICY COMMITTEE

The Council noted the Minutes of the Meetings held on 12th July 2007 and 9th August 2007 had not been ready in time to be included on the agenda.

47. ADJOURNMENT FOR PUBLIC SPEAKING

There were no members of the public who had given notice of wishing to speak.

48. SPORTS AND SOCIAL CLUB PAVILION UPDATE

Cllr Ampstead advised the members a meeting had been arranged between Jim Gee and Howard Collins of HDC and three or four Parish Councillors for 22nd August 2007. He was also arranging for an invitation to attend an event to publicise the building of the new pavilion, to be sent to people in the community. The Council were hoping to attract people with various skills, who could help push the scheme forward. Cllr Paterson had kindly offered to host the occasion at his home, jointly with Cllr Mrs Botting, sometime in October. Councillors were asked to supply the Clerk with the names of contacts they would like to see included.

49. MEETING WITH PAUL ADDISON, WSCC HIGHWAYS

Mrs Botting asked whether there were any matters arising, as all Councillors had previously received a copy of the Minutes supplied by Paul Addison. Councillor Mrs Black stated that Paul Addison did a splendid job with the Minutes but in his speed, he had recorded that she had told those at the meeting Mr Burton, the dentist, was moving. This had not been said.

It was also noted the work to the road outside St Mary's School might not now be done until half term and there was to be no charging in the Lower Street car park. The Councillors were not happy about the trees coming down that shield the residents of Sopers Cottages from the A29 or the prospect of motorway style lighting outside their homes. It was stressed that the Parish Council had always thought a footbridge on this part of the road was top priority.

50. CO-OPTION OF A NEW COUNCILLOR

Before the co-option of a new Councillor commenced, the Clerk advised members that Cllr Ellis wished to serve on the Finance and Policy Committee, instead of the Recreation and Open Spaces Committee. Cllr Reeve also wished to switch from the Recreation and Open Spaces to the Finance and Policy Committee. It was agreed unanimously this should take place with immediate effect.

Members of the public were asked to leave the room whilst the two candidates gave a brief speech on why they wished to become a Councillor and what they could offer the village. They then left the room. After a lengthy discussion, a vote was taken and Mrs Roberts was elected to serve. The candidates were welcomed back into the room and were informed a letter would be sent to them by the Clerk the following day to advise them whether they had been successful.

As both candidates had impressed the Council, it was suggested the unsuccessful person be asked to consider filling the next available vacancy.

51. DISTRICT COUNCILLOR

Due to the fact Cllr Paterson had to attend another meeting, the Council agreed he should be asked to give his report, rather than wait until later in the proceedings.

Cllr Paterson advised members he had recently had a meeting with Caroline Hoare from Post Office Counters concerning the setting up of a new Post Office. Processing an application for a new sub-postmaster takes three months, so it is hoped a person who is already trained can be found. An advertisement is to be placed in the Grocer to keep up the flow of enquiries.

The Chairman, on behalf of the Council, thanked Cllr Paterson for all his hard work.

All were pleased to see that a fishing tackle shop had opened in Lower Street and Cllr Paterson stressed there would be grants for new shop fronts, using Hennings as an example of what could be achieved.

52. COMPARISON OF QUARTER 1 EXPENDITURE AGAINST BUDGET

In the absence of the Chairman of the Finance and Policy Committee, the Vice Chairman stated the Committee had under budgeted for street cleaning but it would be made up with savings elsewhere. It was noted the Sports and Social Club roof had cost a lot more than was expected. A Councillor stated the lower roof was now leaking but finding a way of preventing the flooding of the building was more important.

53. CHARGING FOR MEETING ROOM

There was a lengthy discussion concerning the use of the meeting room at the Sports and Social club by groups not affiliated to the Parish Council or sports clubs, as this had only recently come to light. It was finally agreed that only groups working for the good of the village should be allowed to use the room free of charge. Other groups should be directed to the Village Hall. The Bar Manager, who holds a key, would be asked to only give the key to the meeting room to sports clubs and any others would collect a key from the Parish office. The Clerk was instructed to place posters in the meeting room that this would take effect from 1st October 2007 and to ensure all Thursdays were booked in for the Parish Council.

The Clerk was also instructed to charge £1 for any photocopying with 10p a sheet thereafter, to be paid by cheque.

54. INSTALLATION OF LAMPOST IN FOOTPATH LEADING TO THE MOAT

Members approved the recommendation of the Recreation and Open Spaces Committee to accept the quotation for the installation of a lamppost in the footpath adjacent to 11 The Moat. The motion was proposed by Cllr Mrs Black, seconded by Cllr Mrs Barnett and passed unanimously.

55. CHRISTMAS LIGHTS GRANT

Members noted the Traders' Group had asked if the Parish Council would be willing to arrange for the erection of the Christmas lights again this year and requested they be all white and in straight lines, not draped. The Clerk was instructed to apply for a grant for coloured lights to extend further down Lower Street towards the station and more coloured lights to be placed in the large fir tree.

56. REVIEW OF STANDING ORDERS

Councillors approved the recommendation of the Finance and Policy Committee to adopt the alterations to the Parish Council's Standing Orders following a review. Cllr Noble proposed the new Standing Orders should be adopted and this was seconded by Cllr Barrett. The RESOLUTION was passed unanimously.

57. EMERGENCY PLANNING

Members noted that Phil Montgomery, the Emergency Planning Officer was to give a presentation to the Council on 20th September 2007 with the meeting starting at 7pm. The Planning and Services meeting would follow full Council. Following the presentation, an Emergency planning Committee was to be selected.

58. RAILINGS ON BRIDGE AT POCKET PARK

Councillors approved the recommendation of the Recreation and Open Spaces Committee to accept the quotation from JB Corrie for railings on the bridge at Pocket Park. The motion was proposed by Cllr Mrs Barnett and seconded by Cllr Mrs Black and agreed unanimously. The Clerk was instructed to order Option No. 2, the flat-topped fencing in Moss Green.

59. ADDITIONAL ITEMS FOR FULL COUNCIL

59.1 Duck Race Storage

Councillors agreed to the Duck Race Committee's request to house a half size container unit on the Sports and Social Club Car Park, on the condition it was sited as far back as possible and the area was cleared around it.

59.2 Electronic Sign

Members received the suggestion from HDC that Tesco should be approached to see whether the electronic sign could be housed within their store, for customers to read whilst queuing to pay for their shopping. The Councillors did not like this idea and asked the Clerk why the sign was still not working. Cllr Barrett advised members that, in his experience, Polycomp had been unable to fulfil appointments on a number of occasions. The Clerk was instructed to contact Polycomp yet again.

60. DISTRICT AND COUNTY COUNCILLORS

Cllr Donnelly advised members he had attended a meeting with the Riverside Concrete developers, planners and the representatives of the refuse collectors concerning Sopers Cottages. The developers had been unaware of the problems of emptying the bins of the residents of Sopers Cottages, following the completion of the new roundabout and were willing to put in a lay-by. It was to be ensured it was not to be used as a parking space but only for refuse and delivery lorries.

Cllr Donnelly then asked Cllr Mrs Black to give a report on the meeting held at the Village Hall on 15th August 2007. The hall had been booked by a person previously known to the receptionists at the Village Hall as the chairman of a local group and it had been assumed the booking was for this group. It was, in fact, advertised as an Emergency Public Meeting and many residents had thought it was the Parish Council who had called the meeting. It was agreed to do nothing other than state it was nothing to do with the Council.

Cllr Mrs Arculus asked Councillors to think about the times that the library was open.

She also brought to the attention of the Council, a Chanctonbury Local Community public meeting to be held on 4th September 2007 at Rydon School to discuss the Health Service's proposals.

61. REPRESENTATIVES

Members received an interim report from Cllr Ellis on the Pulborough Transport Schemes and asked the Council to support the efforts of Gill Boys to obtain additional volunteer drivers. The Council also received a report from

Cllr Ellis as representative of the Neighbourhood Watch Federation, of his meeting with members of Sussex Police. These items were to be raised at the next meeting of the Planning and Services Committee.

Cllr Reeve reported on the Harvest Fayre being organised and asked if the Parish Council would be willing to offer a grant to cover the insurance. He was advised this was not allowed but Cllr Mrs Arculus suggested the organisers apply to the Chanctonbury Local Committee, as this was the type of event they would endorse. Cllr Ampstead stated AiRS would be happy to print posters for the event.

Cllr Mrs Black reported on a meeting of a sub-committee of the Pulborough Community Partnership she had attended. The PCP had presented a forward plan of what they wanted for the village and it was virtually the Parish Council's Wish List, of which the Partnership had been unaware. It was agreed the PCP were hard-working, enthusiastic and well-meaning but did not have to follow the same stringent laws governing its operation as did the Parish Council. Cllr Mrs Botting advised members a footbridge over the railway line had been mooted by the PCP but she had pointed out the Parish Council had long been pressing for a bridge alongside the railway bridge to get the children safely to school. The PCP would now back this proposal. Members agreed there should be a quarterly meeting between the Council and members of the Pulborough Community Partnership.

62. CORRESPONDENCE

62.1 Lower Street

Members received correspondence from three local residents concerning Lower Street. The letters had previously been copied to the Councillors. The Clerk was instructed to advise the residents to look out for the press release on 17th August 2007.

62.2 HDC –Polling Districts, Polling Stations and polling Places

Members noted the first review was to be completed by 31st December 2007 and Pulborough is to have two venues, one at the Rising Sun, Nutbourne and the other at the Village Hall, which will be split into two polling stations.

62.3 University of Portsmouth – Business School

Councillors were asked to choose a member to complete a survey on behalf of WSCC and SALC in relation to Joint Working Relationships and Service Partnerships. It was unanimously agreed that Cllr Mrs Watson was most qualified to complete this task.

63. URGENT MATTERS RAISED BY COUNCILLORS

Cllr Noble advised members the bus shelter had graffiti on it. The Clerk was instructed to have this removed.

Cllr Barrett brought the new proposals for the South Downs National Park, which would exclude Midhurst and Petworth from any plans. Cllr Mrs Arculus stated it would now just cover the actual Downs.

Cllr Mrs Barnett informed members the village sign by the Swan Bridge was obscured by trees and the Clerk was instructed to arrange for them to be cut back.

64. PAYMENTS

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

KJ Plastering	£400.00
Southern Water	£255.67
Viking Direct	£35.94
Arnold Martin	£53.00
L. Hoff	£20.00
Pulborough Social Club	£38.76
1 st City Lock	£109.27

The meeting closed at 10.07pm

.....Chairman

.....Date