

PULBOROUGH PARISH COUNCIL
Swan View, Lower Street
Pulborough
West Sussex RH20 2BF
Telephone: 01798 873532
Email: clerk@pulboroughparishcouncil.gov.uk

MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 17th January 2008
AT THE VILLAGE HALL

PRESENT: Mrs Botting (Chairman), Cllr Mrs Barnett (Vice Chairman), Cllrs Barrett, Mrs Black, Boulton, Denison, Ellis, Mrs Lawson, Noble, Qusted, Reeve, Mrs Roberts and Mrs Watson.

IN ATTENDANCE: Mrs L Hoff (Clerk) and two members of the public.

The meeting opened at 7.30pm

114. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Donnelly and Paterson (District Councillors).

115. DECLARATIONS OF INTEREST

Cllr Boulton declared an interest in agenda item 13 as Chairman of the Social Club.

116. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 15th November 2007 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

116.1 FULL COUNCIL

Matters Arising from the Minutes, which are not separate agenda items

The Clerk advised members a reply had been received from the Medical Centre concerning the Councillors' request for a meeting regarding parking concerns. The meeting between the Medical Centre and Tesco had been postponed until 18th January 2008 and Liz Coulthard, the Practice Executive, had confirmed that once this had taken place, she would arrange a date for the meeting with the Councillors.

The Clerk informed Councillors that a letter had been received from Tesco Head Office, who will investigate the complaint concerning the sale of eggs and flour to youths just prior to Halloween. It was stated they would do everything possible to ensure this did not happen again.

The Chairman asked a Councillor when a request from funding for the Harvest Fayre would be received by the Council, The Councillor expressed surprise a letter had not been received and agreed to contact Mr Aylott, who was expected to make the request on behalf of the Pulborough Community Partnership, to ascertain when this would occur.

A Councillor advised that the Medical Centre's objection to a new pharmacy in Lower Street had been overruled. He also informed members that the Community Care Association were to be the employers of the new Community Transport Co-ordinator.

116.2 PLANNING & SERVICES COMMITTEE

The Council received the Minutes of the Meetings of the Planning & Services Committee held on 15th November 2007, 6th December 2007 and 3rd January 2008.

Matters Arising

The Clerk advised members of a meeting scheduled for 16th January 2008 between Cllr Mrs Barnett and Mark Whitwell, WSCC Highways to discuss various Highways issues had been postponed due to the current inclement weather. The meeting was now rescheduled for Wednesday 23rd January 2008.

The Clerk informed Councillors that the Street Scene Wardens had visited Pulborough and could find no evidence of litter near Tesco. The Clerk spoke to Gill Carlow, the supervisor, who stated she would visit Tesco and ask the manager to employ a member of staff to clear the litter from outside the store on a daily basis. She would also have a look at the stream to make sure it is cleared.

The Clerk also advised members she had had a long conversation with Eddie Hughes, the Enforcement Officer, concerning the problems at Mare Meadow. He stated he had visited the site to take photographs and was looking at similar erections in other locations to see what could be done by law. He had checked the floor plans of the new erection, which showed a large storage space and agreed this was definitely a separate dwelling and he would ask the Council Tax department to do a valuation of the property.

116.3 FINANCE & POLICY COMMITTEE

The Council received the Minutes of the Meetings of the Finance and Policy Spaces Committee held on 8th November 2007.

Matters Arising

The Clerk advised members the precept figure quoted in the minutes had been corrected to approximately 3%, to take in the various new households in the area.

116.4 RECREATION AND OPEN SPACES COMMITTEE

The Council received the Minutes of the Meetings of the Recreation and Open Spaces Committee held on 22nd November 2007.

Matters Arising

The Clerk advised Councillors that Mrs Paterson had taken copies of all the Parish Council's communication with Geoff Ponting of Polycomp, as she had agreed to contact him to ensure the electronic noticeboard was activated.

The Clerk also informed members a reply had been received from Margaret Halliwell, Saxon Weald, stating she was willing to meet Councillors, even though the street lighting at Sopers Cottages belonged to the Council and

was nothing to do with Saxon Weald. The Clerk was instructed to arrange a meeting mid February 2008.

Mrs Halliwell did not think it appropriate to write to the residents of Cousins Way concerning the dog fouling on the Recreation Ground nor about the use of mini-motorbikes, as the family previously using them had now moved and the culprits live in another part of Pulborough. She informed the Clerk these issues had already been raised at the Pulborough Local Action team meetings.

The Clerk was instructed to obtain more dog fouling signs.

117. ADJOURNMENT FOR PUBLIC SPEAKING

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

118. MEETING WITH PAUL ADDISON, WSCC HIGHWAYS

The Councillors each received a copy of the minutes of the most recent meeting with Paul Addison of WSCC Highways, which had arrived too late to be sent out with the agenda. The minutes of the 3rd December 2007 had previously been circulated.

Paul Addison was still adamant the improvements outside St Mary's School would be done February half-term.

A Councillor asked whether anything could be done about the vegetation behind the industrial estate and coming from West Glebe Field, which was growing over the footpath linking the station to Church Place.

The Clerk was instructed to write to Network Rail, the Diocese and WSCC Public Rights of Way to request clearance.

119. CO- OPTION OF A NEW COUNCILLOR

Members were asked to consider the application of a candidate for co-option onto the Council. After speaking with the candidate and following a discussion, Mr David Jolliffe was invited to become a Councillor and was invited to join the Council for the rest of the meeting.

120. VILLAGE HALL TRUSTEES

Councillors were invited to volunteer to become members of the Village Hall Trustees Committee. The Chairman of the Village Hall Trustees explained what membership would involve and both Cllr Quested and Cllr Mrs Roberts agreed to become Trustees. The Chairman advised them the next meeting was to be held in the Village Hall on Monday 28th January 2008.

121. QUOTATION FOR FENCING NUTBOURNE COMMON RECREATION GROUND

Councillors were asked to accept the recommendation of the Recreation and Open Spaces Committee for the quotation from Shane Keen to fence the Nutbourne Common Recreation Ground. It was RESOLVED the quotation should be accepted and the Clerk was instructed to ensure it was still valid.

122. NATWEST BANK MANDATE

Members were asked to pass a resolution that the NatWest Bank should remain the Parish Council's bankers. It was RESOLVED the NatWest should remain the bankers and the mandate was duly completed.

123. QUOTATION FOR EMERGENCY LIGHTING AT THE PAVILION

Councillors were asked to choose from three quotations for the emergency lighting that was needed at the Sports and Social Club pavilion. After a lengthy discussion, Cllr Noble proposed that Martin Ireson should do the work. This was seconded by Cllr Mrs Black and the RESOLUTION was carried unanimously.

Cllr Mrs Botting then proposed that emergency electrical work should be carried out by AES and due to the urgency of the work, should be done without waiting for three quotations as per the Parish Council's Standing Orders Appendix 1 Financial Regulations 11.1 (a). This was seconded by Cllr Noble and the RESOLUTION was carried unanimously.

The Clerk was instructed to advise both contractors to do the work as soon as possible and Cllr Quested offered to project manage the work. The Councillors thanked him and accepted his offer.

124. QUOTATION FOR WORK TO ALLEVIATE FLOODING AT THE SPORTS AND SOCIAL CLUB

The Council received a quotation from EP Clark, suggesting various options for work to be done to alleviate the problem of flooding at the pavilion. After a long discussion, it was agreed a map showing the path of the drains was required. Cllr Mrs Black stated she would ask Graham Allfrey to speak to Cllr Boulton, as it was thought he would know the location of the drainage system at the pavilion. Cllr Noble proposed that £500 be set aside for the immediate remedial work. This was seconded by Cllr Mrs Black. The Clerk was instructed to contact Colin Holland at EP Clark to keep him up-to-date.

125. COUNCILLORS AND STAFF MILEAGE ALLOWANCE

Members were asked to pass a resolution accepting the National Association of Local Council's recommended mileage allowance, based on the price of unleaded petrol at 88.25p a litre. Cllr Mrs Botting proposed the acceptance and it was seconded by Cllr Boulton. It was RESOLVED to accept the recommendation for the mileage allowance and the Clerk was instructed to ascertain the income tax implications for Councillors and staff.

126. QUOTATION FROM EDF ENERGY FOR A NEW LAMPPOST IN CHURCH PLACE

Councillors were asked to receive the quotation for a new lamppost in Church Hill from EDF Energy. The Clerk advised that it had become apparent WSCC had been in contact with Peter Jones of Pulborough Local Action Team about providing street lighting in Church Place. It was agreed nothing should be done until ownership of the existing lampposts was verified.

127. ADDITIONAL ITEMS

127.1 Minutes from Various Local Organisations

The Clerk advised members it had been agreed the minutes from local organisations should be circulated to all Councillors to keep them up-to-date with the work of the other groups. The Clerk requested that the minutes should be emailed to Councillors, to keep costs down. A list of those without this facility was noted.

127.2 Working Groups

Members were asked to volunteer to join one of the Working Groups for the building of the new Pavilion. The Councillors took the supplied documentation away to study over the weekend. The Chairman asked they should let the

Clerk know on which group they wished to serve by Monday, 21st January 2008.

127.3 Emergency Responsible Finance Officer

The Council was asked to accept the recommendation of the Finance and Policy Committee that Cllr Noble should be elected as Responsible Finance Officer in an emergency in the absence of the existing RFO. The motion was proposed by Cllr Mrs Black and seconded by Cllr Reeve. It was RESOLVED Cllr Noble should act as RFO in an emergency.

128. DISTRICT AND COUNTY COUNCILLORS REPORTS

There were no District or County Councillors present.

128. REPRESENTATIVES' REPORTS

Cllr Ellis, as the Council's representative with Pulborough Local Action Team, asked members if they were willing to receive a draft copy of the minutes, before they had been signed. The Councillors all agreed this was in order.

He then informed members there had been four applicants for the task of manning the police station and it was hoped an article would be in the County Times, which would bring in more volunteers.

He stated there were actually 3500 police officers in the county. This should mean that, by head of population, Pulborough should have 12 officers on patrol.

Cllr Mrs Black advised Councillors a dance school was moving into the building on Monday 21st January 2008. The dance floor was down and drama groups would also use the studio. This would replace the income lost when the nurses and midwives moved to the new Medical Centre.

Cllr Barrett informed members that he and Cllr Denison had met Jake Clausen from the Arun Rail Partnership and had been able to let him know what the Council wishes to achieve by way of disabled access and parking for the up-line.

129. CORRESPONDENCE

The Correspondence is attached to these Minutes as Appendix 1.

130. URGENT MATTERS RAISED BY COUNCILLORS

A Councillor advised members the skip hired in October was still at the allotments. The Clerk was instructed to contact Rabbit Skips for its removal.

A Councillor informed the Council there was a large pothole outside Tullens Toat and also other holes in Pickhurst Lane. The Clerk was instructed to contact WSCC Highways to request these be repaired.

A Councillor advised a bright light, possibly a burglar alarm, was on the corner house at Stane Street Close and dazzled drivers as they approached the new roundabout. The Clerk was instructed to ensure the light was adjusted to ensure it did not shine into motorists' eyes.

131. PAYMENTS

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

SALC £70.00

The meeting closed at 9.20pm

.....Chairman

.....Date

CORRESPONDENCE

1. Letters of thanks from recipients of Parish Council Discretionary Grants 2007.

Members noted the letters of thanks were received from the recipients of the Parish Council grants. The Clerk was instructed to provide a list of any of the organisations that did not acknowledge the receipt of grants with thanks.

2. Local Councils Update

Councillors received a complementary copy of the monthly legal resource and noted a year's subscription is £65.

3. Pulborough Village Hall

Members received a letter thanking the Parish Council for participating in the Christmas Table Top sale on 1st December 2007.