

**PULBOROUGH PARISH COUNCIL**  
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**MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL**  
**HELD ON THURSDAY 12<sup>th</sup> June 2008**  
**AT THE VILLAGE HALL**

**PRESENT:** Mrs Botting (Chairman) (from 7.37pm), Cllrs Barrett, Mrs Black, Boulton, Denison, Ellis, Jolliffe, Kiverstein, Mrs Lawson, Reeve, Mrs Roberts and Mrs Watson.

**IN ATTENDANCE:** Cllr Donnelly (District Council), Miss C Ebers (County Times), Mrs L Hoff (Clerk) and two members of the public.

*The meeting opened at 7.35pm*

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Mrs Barnett, Qusted and Mrs Arculus (County Councillor).

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 17<sup>th</sup> April 2008 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**3.1 The Clerk's Report on the Full Council Minutes**

The Clerk had nothing to report and Cllr Mrs Black informed members the removal of the Mobile Waste service was to continue until April 2009.

**3.2 PLANNING & SERVICES COMMITTEE**

The Council received the Minutes of the Meetings of the Planning & Services Committee held on 17<sup>th</sup> April 2008, 1<sup>st</sup> May 2008 and 15<sup>th</sup> May 2008.

**The Clerk's Report**

The Clerk had nothing to report. A Councillor asked whether a decision had been made on DC/08/0701, Corner shop at Swan Corner and was advised that no decision had yet been made.

A Councillor asked whether the split vote on DC/08/0908, Stane Street Nurseries meant that some members of the Planning & Services Committee were not in favour of the regeneration of Lower Street. Cllr Mrs Black replied that the members were in favour of any shopping facilities anywhere in the village.

**3.3 FINANCE & POLICY COMMITTEE**

The Council received the Minutes of the Meetings of the Finance and Policy Spaces Committee held on 10<sup>th</sup> April 2008 and 29<sup>th</sup> April 2008.

### **The Clerk's Report**

The Clerk had nothing to report.

#### **3.4 RECREATION AND OPEN SPACES COMMITTEE**

The Council received the Minutes of the Meetings of the Recreation and Open Spaces Committee held on 24<sup>th</sup> April 2008 and 29<sup>th</sup> May 2008.

### **The Clerk's Report**

The Clerk had nothing to report.

#### **3.5 Annual Parish Meeting**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 8<sup>th</sup> May 2008 as a true and accurate record of the proceedings and it was noted they would be signed at the next Annual Parish Meeting.

#### **3.6 Annual Meeting of the Council**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 15<sup>th</sup> May 2008 as a true and accurate record of the proceedings and it was noted they would be signed at the next Annual Meeting of the Council.

#### **4. ADJOURNMENT FOR PUBLIC SPEAKING**

There were two members of the public who had given notice of wishing to speak.

#### **The Chairman closed the meeting at 7.51pm.**

Mr Martin and Mrs Coldrick, who had both given notice of wishing to speak on agenda item 7, were both given two minutes to address the Council.

#### **The Chairman reconvened the meeting at 7.55pm.**

Cllr Denison proposed agenda item 7 should be discussed next and this was seconded by Cllr Ellis.

#### **5. UNDER AGE DRINKING ON THE RECREATION GROUND**

A lengthy discussion followed when it was mentioned that by designating the Recreation Ground an alcohol-free zone would push the drinkers into others area. Members agreed there was also a problem in Pocket Park and East Glebe Field.

A Councillor informed members that Crawley Borough Council had made the whole borough an alcohol-free zone and this was thought to be a good idea for Pulborough. Billingshurst had brought in some measures, which had seen an increase in young people from that area descending on Pulborough.

The amount of litter and broken bottles on the Recreation Ground was increasing and the young drinkers were becoming more threatening and violent.

It was **RESOLVED** that the Clerk should investigate how Pulborough could become an alcohol-free village and it was to be stressed at every opportunity that the public must ring the police on the non-urgent number and make a note of the reference number. This way the action taken by the police could be monitored online.

A Councillor reported incidents of damage to cars in Batts Lane at night and another Councillor advised embers that Nick Herbert MP was to hold a meeting with representatives of the Local Action Teams of Pulborough, Storrington, Billingshurst the police and HDC to discuss the way forward. The Parish Council AGREED to support this venture.

**6. MEETING WITH PAUL ADDISON, WSCC HIGHWAYS**

The Chairman reported that the roundabout by Sainsbury's had failed its safety check. Bellway Homes had said it was too expensive to alter, therefore WSCC was to have the top replaced with soil. It was agreed that members of the Parish Council would meet with representatives of Sainsbury's and ask them to sponsor the roundabout and perhaps put plants in the soil.

It appeared the footbridge was not going ahead but Network Rail would choose the cheaper option and replace the footpath across the live rail with a bridge. WSCC had suggesting using s106 funding to improve the footpath on the far side.

**7. APPROVAL OF ANNUAL ACCOUNTS**

The Council studied the annual accounts. Cllr Barrett then proposed the approval of the annual accounts should be signed by the Chairman and the Responsible Finance Officer for the year ending 31 March 2008. This was seconded by Cllr Boulton and the RESOLUTION passed unanimously. It was also RESOLVED to accept the Annual Governance statement on page 3 of the Annual Return and this was signed by the Chairman and the Clerk.

**8. COMPARISON OF END OF YEAR EXPENDITURE AGAINST BUDGET**

The Responsible Finance Officer reported on the end of year Expenditure against budget and stated there were some variances. There had been an error in calculating the amount paid to the village litter picker but this had been offset for the fact there had been no election to fund.

A Councillor mentioned that outlying areas had no street lighting but paid the same Council Tax. The Chairman stated this was what happened when people chose to live in the country.

The figures were noted by Council.

**9. BANK RECONCILIATION REPORTS FOR APRIL AND MAY 2008**

The Council received the bank reconciliation, which was for information only.

**10. VACANCY ON THE PARISH COUNCIL**

The Councillors were advised that the vacancy had been advertised as required but only one person had come forward as wishing to be co-opted onto the Council. The gentleman's Curriculum Vitae was copied to members and it was agreed the candidate should be asked to attend the next meeting of full Council.

**11. NEW STREETLIGHT IN CHURCH PLACE**

A brief update on the missing street light was given by the Clerk. It was agreed that Andy George from EDF Energy should be asked to meet Cllr Ellis in Church Place to be shown where the new lamppost should be sited and to give a quotation.

**12. WSCC STREET LIGHTING CONTRACT**

Cllr Kiverstein reminded members he had explained the WSCC street lighting contract at the Annual Meeting of the Council on 15<sup>th</sup> May 2008. Cllr Reeve proposed the acceptance of the tender and this was seconded by Cllr Ellis.

There was a discussion followed by a vote when only one member voted against the resolution, which was duly passed.

The Clerk was instructed to advise Richard Bird at WSCC accordingly.

**13. ANNUAL INSURANCE**

The Responsible Finance Officer reported that the Council had a duty to obtain the best value for money and so had changed to the Norwich Union Insurance policy, specifically for Parish Councils. This was considerable cheaper than the previous insurer, Allianz.

**14. DISTRICT AND COUNTY COUNCILLORS' REPORTS**

Cllr Donnelly informed members that Cllr Paterson had finished his year as Chairman of the Council and was no longer on the Economy Committee. Cllr Donnelly remained on the Leisure and Health Committee, Both Councillors were Cabinet members.

He reported on the Reserved Housing sites, which had been discussed at the last planning & services Committee meeting and stated this would go for consultation. He thought the Parish Council should state its preferences of the four sites mentioned. These are Stane Street, Oddstones, West Glebe Field and Glebelands. HDC had Oddstones as its first choice. The Parish Council preferred Stane Street as the first choice and Oddstones as the second. It would object to the other two choices as being unsuitable. The Clerk was instructed to write to HDC, informing them of the Council's preferences.

**15. REPRESENTATIVES' REPORTS**

Cllr Ellis reported he had attended the Citizen's Advice AGM for the Parish Council. The Chairman thanked him for attending.

He also had been to a Local Action Team meeting and handed around flyers advertising its exhibition on the 28<sup>th</sup> June 2008, which he asked Councillors to support.

Cllr Mrs Black had been to a Community Partnership meeting and advised it was holding a Roman Festival on 13<sup>th</sup> April 2009. On 16<sup>th</sup> June 2008, there was the "Explore Market Towns" launch and on 11<sup>th</sup> July 2008 there was a Billingshurst Market Towns event.

She also advised members that Nick Herbert MP was holding a surgery and open house on 7<sup>th</sup> November 2008 from 1pm until 5pm in the Meadows Hall. Cllr Mrs Lawson asked for an appointment to be made for her to see Mr Herbert.

Cllr Barrett informed members he has attended the Horsham Association of Local Council's AGM. They had been introduced to the Government's new planning application form, which was 6-7 pages long, in 28 varieties and had to include before and after drawings. The Government expected the applications to be on an e-form, which could then be viewed in every parish office.

He finished by reporting that 67% elected members was required for Quality Council status and that there was a 30% turnover of Clerks in Sussex.

**16. CORRESPONDENCE**

The Correspondence is attached to these Minutes as Appendix 1.

**17. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

Cllr Denison asked that an update of the new Sports Pavilion be included on the next agenda. The Clerk was instructed to ask Mr Ampstead whether he would be available to do a presentation.

The Chairman and Cllr Ellis were to have a meeting with the Medical Centre representatives on 20<sup>th</sup> June 2008. Their report was to be included.

**18. PAYMENTS**

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

Harwoods	£47.38
Balcombe Pest Control	£76.38
S Norman	£49.95
DJ Flynn Services	£881.25
JR Sports Turf Contractors	£472.53

***The meeting closed at 9.53pm***

.....Chairman

.....Date

**CORRESPONDENCE**

12<sup>th</sup> June 2008

**1. Sussex Police**

Members noted an acknowledgement of the Clerk's letter dated 23<sup>rd</sup> may 2008, had been received from Sussex Police and a full reply would be sent as soon as possible.

**2. WSCC Chanctonbury CLC**

Councillors noted the next meeting of the Chanctonbury CLC would be on "Speed Watch and Road Safety" at Henfield Leisure Centre on Tuesday 17<sup>th</sup> June 2008 at 3pm.

**3. Pulborough Community Partnership**

Members received a reply from the Community Partnership requesting financial support for the Harvest Fayre. This had previously been copied to Councillors. Although not answering the queries fully, it was agreed to make a donation of £150 this year but to stress to the Partnership that it must apply for a grant in future.

**4. HDC – Visioning Horsham Final Report**

Councillors noted the report would be held in the Parish Office.

**5. Letter from Mrs L Boyce**

The Council received a letter from Mrs Boyce complaining about litter. The Clerk was instructed to reply, advising how much is actually spent in litter clearance annually by the Council.

**6. HDC- Invitation to Civic Services**

Members received an invitation from the Chairman, Cllr John Bailey, to attend the Civic Service on Sunday 22<sup>nd</sup> June 2008 at Horsham parish Church and afterwards for refreshments in the Causeway Barn. Councillors were asked to let the Parish Office know as soon as possible as pews needed to be booked.