

PULBOROUGH PARISH COUNCIL
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MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 16th October 2008
AT THE VILLAGE HALL

PRESENT: Mrs Botting (Chairman), Cllrs Mrs Barnett, Barrett, Mrs Black, Clarke, Denison, Ellis, Jolliffe, Kiverstein (from 7.40pm), Mrs Lawson, Qusted, Mrs Roberts and Mrs Watson.

IN ATTENDANCE: Mrs L Hoff (Clerk).

The meeting opened at 7.37pm

62. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Reeve.

63. DECLARATIONS OF INTEREST

Cllr Qusted declared an interest in agenda item no. 15 concerning the Bowling Club as he is the Treasurer.

64. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 18th September 2008 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

The Clerk's Report on the Full Council Minutes

The Clerk reported having spoken to the managers of Sainsbury's and Londis. Copies of the discussions were circulated to the Councillors. No reply had been received from Elite Garages as yet.

A Councillor asked for the progress on the repairs to the light in East Glebe Field. The Clerk informed the Council it was an item under correspondence.

A Councillor reported that Sgt Makepeace had taken over at Pulborough. There were also to be three extra Police Community Support Officers but these would be shared with Steyning.

64.1 PLANNING & SERVICES COMMITTEE

The Council received the Minutes of the Meetings of the Planning & Services Committee held on 18th September 2008, and 2nd October 2008.

The Clerk's Report

It was reported that the Clerk, the Assistant Clerk and Cllr Barrett had been unable to locate the stone trough. Its exact location was thought to be known and a Councillor, with the help of the Handyman, volunteered to cut back the ivy, which could be hiding the item.

64.2 FINANCE & POLICY COMMITTEE

The Council received the Minutes of the meeting of the Finance and Policy Committee held on 11th September 2008.

The Clerk's Report

The Clerk reported the Council held no savings with Icelandic Banks.

The Clerk also informed members that the hanging basket brackets had been collected from Storrington and the Wages and Salaries had been closed, as requested, by NatWest Bank.

64.3 RECREATION AND OPEN SPACES COMMITTEE

The Council received the Minutes of the Meetings of the Recreation and Open Spaces Committee held on 25th September 2008.

The Clerk's Report

The Clerk reported that no one had responded following requests to repair the ruts on the Recreation Ground.

The Groundsman had informed the Clerk that new padlocks put on the bollards at the end of Nutcroft on a Thursday had been stolen by the following Monday.

The Clerk reported that the longer pins had been used for the new matting in the playground and no one had yet replied with quotations for moving the benches.

Councillors were informed that HDC do not supply or empty "sack holders" as required outside Pocket Park. A link to a website selling these items had been supplied and the purchase would be an agenda item for the next meeting of the Recreation and Open Spaces Committee.

65. ADJOURNMENT FOR PUBLIC SPEAKING

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

66. STEPHEN SUTER, PULBOROUGH TRADERS' GROUP

Mr Suter had offered his apologies and asked to meet the Council at a later date, due to the fact the Chairman of the Traders' Group was unavailable and the discussion would be more productive if he was in attendance.

67. SPONSORED ROUNDABOUTS

Following a brief discussion, it was agreed the Clerk should contact Neil Smith, WSCC to request he advise on finding sponsorship for the roundabout near Stane Street Close. Pebbles sunk into concrete was the choice of the Councillors.

68. LEAF VACUUM COLLECTOR

The Clerk had advised that a demonstration of a leaf vacuum had been arranged for the Groundsman on 5th November 2008 and asked for two Councillors to attend. Cllrs Mrs Barnett and Jolliffe offered to be present.

69. VILLAGE TRANSPORT PLAN WORKING GROUP

A brief discussion concerning the setting up of the Village Transport Plan Working Group followed. Members were advised that two to three Parish Councillors would need to be involved and meetings would be every six weeks. Cllrs Kiverstein, Clarke and Denison volunteered to be on the Group but asked the Clerk to ensure the meetings started no earlier than 6pm. The Clerk was also instructed to approach the Pulborough Society and the Pulborough Community Partnership for one volunteer from each organisation.

- 70. WISH LIST 2009/2010**
The wish list was discussed at length and it was noted it was now renamed as the Projected Planning List.

The Clerk was instructed to ask the Groundsman and the Handyman to extend the pavilion car park by cutting back the rampant undergrowth.

- 71. COUNCILLORS' CHRISTMAS DINNER**
The Clerk was instructed to book the Chequers Hotel for 11th December 2008 for the Christmas Dinner.

- 72. YOUTH COUNCIL**
Cllr Ellis informed members that a recent meeting of Pulborough Local Action Team had asked young people along for a debate and were most impressed.

He asked whether Pulborough would be able to set up a Youth Council and was strongly supported by Cllr Mrs Barnett. He suggested inviting representatives of Upper Beeding Parish Council along to a meeting of full Council, as they had a successful Youth Council and would be willing to advise.

A Councillor suggested inviting young people to a meeting of the Recreation and Open Spaces Committee, as that would be more relevant and interesting.

- 73. PARKING ON FOOTWAYS**
Cllr Ellis advised he had been in contact with WSCC concerning the increasing problem of motorists and lorry drivers parking on or partly on footways. He informed members that WSCC was setting up a scheme called "Jam Busters" to deal with this and would be sending out teams to villages over the next few months. The Clerk was instructed to ascertain when the team would be visiting Pulborough.

- 74. DEPUTY CLERK**
Councillors accepted the recommendation of the Finance and Policy Committee to promote the Assistant Clerk to Deputy. It was acknowledged that the work of the Parish Office had increased considerably over the past couple of years. Cllr Barrett proposed the motion, which was seconded by Cllr Jolliffe and passed unanimously.

RESOLVED: that the Assistant Clerk should be promoted to Deputy Clerk with effect from 1st November 2008.

- 75. BOWLING CLUB LEASE**
Cllr Quedstedt declared an interest as Treasurer of the Bowling Club and left the meeting.

Following a lengthy discussion concerning the water rates paid by the Parish Council, the Clerk was instructed to ascertain the charges paid on behalf of the Sports and Social Club, the allotments and the Bowling Club, as it was felt all clubs should be treated the same.

The Clerk was also instructed to provide five year's income and expenditure figures for the Bowling Club before the next meeting of full Council, as this item would be discussed again on that occasion.

76. DISTRICT AND COUNTY COUNCILLORS' REPORTS

No District or County Councillors were present.

77. REPRESENTATIVES' REPORTS

Cllr Ellis advised members he had attended a meeting of the Sussex Neighbourhood Watch Federation, which was in the process of being revamped. He stated there had been a "Crime stoppers" presentation and requested the telephone number for "Crime stoppers" was included in the next newsletter. Residents could report crimes anonymously and although the police could not prosecute with the information received, the information would help to build up evidence.

Cllr Mrs Black informed members she had attended a Waste Disposal meeting and advised that, with effect from 1st April 2009, garden waste would be collected monthly during the winter and fortnightly in the summer. There were to be new dustcarts for normal waste and composters were still available.

Cllr Barrett advised that he had attended a recent meeting of Horsham Association of Local Councils and his report had previously been copied to Councillors. The report is attached to these minutes as Appendix 2.

78. CORRESPONDENCE

The Correspondence is attached to these minutes as Appendix 1.

79. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

There were no matters raised by Councillors.

80. PAYMENTS

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

ABA Construction (ARD)	£56.40
EDF Energy	£130.81
Sign Shop	£58.75

The meeting closed at 10.11pm

.....Chairman

.....Date

CORRESPONDENCE

16th October 2008

1. EDF Energy

Members received an email from Andy George, EDF Energy concerning the lamppost in East Glebe Field and to note it will cost £1295.98 to replace. This will be an item on the next full Council agenda.

2. Saxon Weald

Councillors received a letter of thanks from Saxon Weald for allowing representatives to attend last month's meeting and to noted there is to be an "Information Event" at the Village Hall at a later date.

3. EDF Energy

Members noted that EDF is cancelling the contract for street lighting maintenance as at 31st March 2009.

Report from the HALC meeting held on Monday 22 September

at Rudgwick Village Hall Attended by Cllr H Barrett

There were fifteen items on the agenda and I have only referred to those of particular interest to us.

Guest Speaker, Peter Bullock, Playground Inspection Company.

His piece largely confirmed subjects that we have been taught, but to pick out the highlights:-

- Good practice is to be used as written in BS EN1176. (This does not constitute a legal requirement, but it is essential to have observed it in the case of any legal issues).
- Post installation inspection is required in all cases, even if only one item is involved.
- A new risk assessment is also required for each new item.
- A sign, or signs, depending on visibility, must be displayed showing the following:- Name and address of playground,

Office telephone number,

Maintenance telephone number. (open to discussion, I think).

These would be in addition to anything we already display.

He also distributed a useful brochure, which I have lodged with the office, which outlines the essential parts from BS EN1176. (It is very likely that we conform already, in view of recent training).

Guest Speaker, Julian Carrington, HDC Community Planning Manager, to discuss Sustainable Community Strategy.

Julian is in Paul Rowley's department although Julian has only been in this post for a couple of months. The 'Visioning Horsham' document came from this source, consultation on this document has been extended until the end of October, although, strangely, there will be a conference on this issue before the end of October. Results to be made known in November/December.

He stressed that the Parish Plan must be kept up to date and AIRS can help with this if required. If the Parish Plan is current, HDC will refer to it. The plan is optional, but gives a good impression and is part of Quality Status.

The sequence is as follows:- Parish Plan – District Plan – County Plan – Local Area Plan. This is the mechanism by which County draw down money from government and in turn helps with cash leverage for the Parish.

Energy Performance Certificates for Village Halls.

This applies to all premises open to the public and with a floor area greater than 1000² m. The sports pavilion has floor area of 397² m. All other laws and regulations continue to apply.

Reports from Outside Bodies.

We frequently encounter the public reporting crime and are frustrated by their demand for anonymity. However, and this would be well worth reporting in the Parish Newsletter, reports made via 'Crimestoppers' can remain anonymous, whereas those made via 'Crackdown' do not.

Freedom of Information Act

From 1 January 2009, parishes must produce and publish a model scheme. A template is available from the website of the Information Commissioners Office. (This is not as daunting as it seems). Ultimately it should be published/displayed on our website, notice board, or distribute hard copies.