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**MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL**  
**HELD ON THURSDAY 22<sup>nd</sup> January 2009**  
**AT THE VILLAGE HALL**

**PRESENT:** Mrs Botting (Chairman), Cllrs Mrs Barnett, Mrs Black, Clarke, Denison, Ellis, Jolliffe, Kiverstein, Qusted, Reeve and Mrs Watson.

**IN ATTENDANCE:** Mr Crowley (Chief Executive HDC), Cllr Mrs Kitchen (Leader, HDC), Cllr Mrs Arculus (County Councillor) Cllrs Donnelly and Paterson (District Councillors), Mrs L Hoff (Clerk) and 3 members of the public.

*The meeting opened at 7.46pm*

**102. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs Lawson.

**103. DECLARATIONS OF INTEREST**

Cllr Qusted declared an interest in agenda item no. 9 as Treasurer of the Bowling Club.

**104. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 27<sup>th</sup> November 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 that the streetlight column in East Glebe Field had been erected. A second gang would attend to wire it up in about three weeks.

Councillors were reminded to let Cllr Ellis have details of the two volunteers they had found to man the Police Station enquiry desk.

**104.1 PLANNING & SERVICES COMMITTEE**

The Council received the Minutes of the Meetings of the Planning & Services Committee held on 27<sup>th</sup> November 2008, 18<sup>th</sup> December 2008 and 8<sup>th</sup> January 2009.

**The Clerk's Report**

The Clerk reported that she had been in contact with the owners of Lane End concerning the state of the bridleway in Rectory Lane. She had been advised that EDF Energy had been responsible for removing the pipes and the owners had received a quotation for £7000 to do the necessary repairs. This was now in the hands of their solicitor, as they were asking EDF Energy to pay half.

A Councillor asked for an update on the parking issues at the Medical Centre. The Clerk reported that Liz Coulthard had advised her the Tesco plans had not yet been submitted. The Clerk had written to the manager of Tesco, asking for a date when this would happen. Cllr Mrs Arculus was investigating the possibility of WSCC releasing a parcel of land to be used for parking.

#### **104.2 RECREATION AND OPEN SPACES COMMITTEE**

The Council received the Minutes of the Meetings of the Recreation and Open Spaces Committee held on 27<sup>th</sup> November 2008.

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

The Clerk reported that there was more work needed on the allotments leases before the item could come before full Council.

The Clerk advised that two more quotations had been requested for the installation of smoke alarms.

The Clerk informed members that the Bowling Club had supplied a key to the grounds to enable a water meter reading to be undertaken.

#### **105. ADJOURNMENT FOR PUBLIC SPEAKING**

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

#### **106. CHIEF EXECUTIVE AND LEADER OF HORSHAM DISTRICT COUNCIL**

It was **RESOLVED** that agenda item 16 should be brought forward.

Cllr Mrs Botting welcomed the Chief Executive, Mr Tom Crowley and the Leader of the Council, Cllr Mrs Liz Kitchen to the meeting.

Cllr Mrs Kitchen advised members that she would be standing down as leader at the end of April 2009. She had enjoyed visiting the parishes as she thought it was good to meet members face to face.

Mr Crowley spoke of the recession and how it would affect restructuring of jobs within the District Council. To help small businesses, the Council was paying bills earlier. He also asked the Clerk to let him have the background into the parking issues outside the Medical Centre, as he may be able to approach Tesco to assist.

A Councillor asked why Planning Control South met at 2.30pm, when most people were at work and yet all other meetings were in the evening. Cllr Mrs Kitchen advised it was historical, as the members from Horsham South did not like travelling in the winter after dark.

The Chairman thanked them for attending and **the meeting was reconvened at 8.02pm.**

#### **107. TREVOR BEADLE, HDC**

The Chairman welcomed Trevor Beadle who gave a presentation on his work on anti-social behaviour and community cohesion in Southwater.

**The meeting was adjourned at 8.04pm whilst he addressed the Council.**

After the presentation, the Chairman thanked Trevor Beadle for giving up his time to attend the meeting.

**The meeting was reconvened at 8.40pm.**

**108. ALLOCATION OF CAPITAL RESERVES**

The Responsible Finance Officer informed members that the Finance and Policy Committee had studied the previously earmarked funds and recommended that £20,000 should be ring fenced for the resurfacing of the Multi-Sports facility and £20,000 plus the accrued interest of £1972 should be ring fenced for the pavilion. This was then proposed by Cllr Qusted and seconded by Cllr Mrs Black and passed unanimously. The Council **RESOLVED** to earmark the funds as per the motion.

A Councillor asked whether these funds would be used for repairs to the Sports and Social Club and was advised funds had been put aside in the next year's budget for this purpose.

Cllr Donnelly informed members that Paul Rowley, HDC would be attending the next meeting of the Village Transport Plan Working Group. He then left the meeting at 8.45pm

**109. STREET LIGHTING CONTRACT**

The Responsible transport Officer advised the Council that he had spoken to Richard Bird, WSCC concerning the tendering for the street lighting contract. Mr Bird informed him that the original sixteen tenders had been whittled down to two but would not be ready to take over the maintenance until 2010. In the meantime, WSCC would take over the maintenance at £30 per column. However, the columns were to be of a certain standard before this could happen and following a survey, undertaken by WSCC with the assistance of Cllr Jolliffe, it was found that the Parish Council would need to spend £3000. An urgent response was required from the Councillors, to agree to get the columns up to standard and to decide whether the Council wished to be tied into a contract for twenty years.

Since the conversation, Southern Electricity Contracts had contacted the Clerk and offered to do a quotation. This should be available by 27<sup>th</sup> January 2009. The Clerk would also ascertain from a meeting on 27<sup>th</sup> January 2009, what other parishes were intending to do and would report back to the responsible Finance officer.

It was **RESOLVED** to delegate the decision to a sub-committee consisting of the Chairman and Vice Chairman and the Chairmen of each Committee plus the Clerk, which would recommend to full Council for ratification.

**110. WATER RATES**

Following a brief discussion, it was agreed that the Social Club should have a separate water meter from the rest of the pavilion. This item was to go back to the Recreation and Open spaces to finalise.

**111. VACANCY FOR COUNCILLOR**

The Chairman welcomed the two candidates and asked them to give brief details as to why they should become councillors.

**The meeting was adjourned at 9.05pm whilst the candidates spoke.**

They then left the room whilst the Council voted.

It was **RESOLVED** to ask Mr Paul Parker to become a councillor and he duly signed declaration of acceptance.

## **The meeting was reconvened at 9.15pm**

Cllr Paterson left the meeting at 9.15pm.

### **112. MEETING WITH PAUL ADDISON**

Councillors had received copies of the minutes of the meetings with Paul Addison and were asked if they had any questions. One Councillor asked for an update on the sponsorship of the roundabout at Stane Street Close. Following a brief discussion, the Clerk was instructed to contact the Head Office of Travis Perkins to see whether they would sponsor the laying of cobbles on the roundabout. If this was not forthcoming, the Clerk was instructed to see whether they would sell the materials at cost to the parish Council. The final plan was to apply for S106 funding.

### **113. ARUN MOWER QUOTATIONS**

Members received the quotation from Arun Motors for a leaf sweeper and replacement mower. The Clerk was instructed to obtain two more quotations for both a leaf sweeper and an Etesia mower. Following a brief discussion it was **RESOLVED** to accept Arun Mower's quotation if it proved to be best value.

### **114. CCTV - CHURCH PLACE**

A Councillor informed members that Pulborough Local Action Team had provided CCTV cover for Church Place, paying half itself and the other half being funded by HDC. The Street Scene Wardens had also promised to visit with a mobile CCTV. This meant it was no longer necessary for the Parish Council to fund a camera in Church Place.

### **115. BYELAWS**

The Council formerly **RESOLVED** to adopt the byelaws which were given under the hands and seals on this twenty second day of January 2009. Two councillors signed and gave an imprint of thumb to the byelaws.

### **116. COUNCILLORS' SURGERIES**

Members handed in the dates they were available to attend the proposed Councillors' surgery at the Farmers' Market to the Clerk. After a brief discussion, it was agreed to advertise the surgeries in the newsletter and the Church magazine, stating Councillors would be available from 10am – 11am. The Clerk was instructed to arrange for a table to be available.

### **117. DISTRICT AND COUNTY COUNCILLORS' REPORTS**

Cllr Mrs Arculus reported that WSCC were also paying invoices quickly to help small businesses survive the recession.

### **118. REPRESENTATIVES' REPORTS**

Cllr Mrs Watson stated that she would report to Council on the Village Design Statement at the next full Council meeting.

The minutes of the Pulborough Local Action Team had been previously circulated and there were no questions from members.

The report on the Finance and Legal Training Day had been previously circulated to members and there were no questions.

The report on the South East Regional Conference had been previously circulated and no questions arose from the members.

**119. CORRESPONDENCE**

The Correspondence is attached to these minutes as Appendix 1.

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

There were no matters raised by Councillors.

**121. PAYMENTS**

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

SLCC	£70.00
L. Hoff	£49.76
ABA Construction	£1136.78

*The meeting closed at 9.55pm*

.....Chairman

.....Date

*CORRESPONDENCE*

*22<sup>nd</sup> JANUARY 2009*

- 1. Pulborough Parish Council - Discretionary Grants**  
Members received ten letters of thanks from recipients of the 2008/2009 discretionary grants.
- 2. Shirley Stone - former supervisor WSCC Highways**  
Councillors received New Year good wishes and noted Mrs Stone's contact details would be held in the Parish Office for Councillors.
- 3. WSCC - Brooks Way and Swan View**  
Members received notification of a formal consultation on the prohibition of parking at all times on lengths of Brooks Way and Swan View and noted this would be discussed at the meeting of the Planning and Services Committee on 5<sup>th</sup> February 2009.