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**MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL**  
**HELD ON THURSDAY 17<sup>th</sup> SEPTEMBER 2009**  
**AT THE VILLAGE HALL**

**PRESENT: Councillors Jolliffe (Chairman), Mrs Barnett, Mrs Black, Boulton, Clarke, Denison, Ellis, Kipp, Kiverstein, Mrs Lawson, Parker, Qusted, Mrs Roberts and Mrs Watson**

**IN ATTENDANCE: District Councillor Donnelly (from 9pm), Sarah Norman (Clerk), Liz Farrell (Deputy Clerk), Lisa Deverson (Committee Clerk and General Assistant), Becky Churcher (County Times) and three member of the public.**

***The meeting opened at 7.30pm***

Before the start of the Agenda items, the Chairman introduced Liz Farrell and Lisa Deverson, the new members of the office staff.

**52. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Roger Paterson (District Councillor).

**53. DECLARATIONS OF INTEREST**

There were no declarations of interests.

**54. MINUTES**

**54.1 Full Council**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 16<sup>th</sup> July 2009 and the Extraordinary Meeting of the Council held on 6<sup>th</sup> August 2009 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**The Clerk's Report**

The first issue of the Parish Magazine was imminent with the next issue being in time for Christmas.

The new doors at the Pavilion had been installed and the shed roofs had now been replaced.

When the company supplying the floodboards came to do an inspection of the site it became apparent that the building was not suitable for these fixings. An alternative solution to the flooding would be necessary.

**54.2 PLANNING & SERVICES COMMITTEE**

The Council received the Minutes of the Meetings held on 16<sup>th</sup> July 2009, 6<sup>th</sup> August, 20<sup>th</sup> August and 3<sup>rd</sup> September 2009.

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

Southern Water had advised that chlorine is no longer used at the Hardham site and therefore Hardham is no longer on the Control of Major Accident Hazards Register.

The application for DC/09/1169, Poplar Tree, Pocket Park Woods was considered by Horsham District Council on 15<sup>th</sup> Sept but a decision had not yet been received.

The application for DC/09/0488, Oddstones, Stane Street Close was considered by Horsham District Council on 15<sup>th</sup> September and was refused.

The Clerk had advised Caremark that the Council was pleased to accept the offer of sponsoring a Tree. However, they had not intended to make the arrangements but would prefer for the Council to organise the tree and its location. This will be put back onto the P&S Agenda for 1<sup>st</sup> October.

### **54.3 FINANCE & POLICY COMMITTEE**

The Council received the Minutes of the Meeting of the Finance & Policy Committee held on 9<sup>th</sup> July 2009.

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

The Model of the Standing Orders & Financial Regulations from the National Association of Local Councils is due to be updated shortly and will be included in the update of the Clerk's Manual.

### **54.4 RECREATION AND OPEN SPACES COMMITTEE**

The Council received the Minutes of the Meetings of the Recreation and Open Spaces Committee held on 30<sup>th</sup> July 2009.

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

The works at the allotments had now been completed except for the water to the new site which would be done in the Winter.

There had been no progress as yet with this issue of the drains at the Pavilion as neither Southern Water or WSCC seemed to wish to get involved. The Clerk was to go back to Southern Water.

### **55. ADJOURNMENT FOR PUBLIC SPEAKING**

Mr Richard Atkins had given formal notice of wishing to speak.

**The chairman adjourned the meeting at 7.36pm.**

**The chairman reconvened the meeting at 7.37pm.**

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

There was nobody present to give a report.

### **57. HORSHAM DISTRICT COUNCIL CORE STRATEGY 2026 CONSULTATION DOCUMENT.**

The Chairman explained that this document had two proposals which directly affected Pulborough; Option 8 Adversane/North Heath development and Option 9 : Pulborough Expansion.

Billingshurst Parish Council had already moved very quickly on the Adversane/North Heath proposal as this encroached on their Parish also as

well as into Thakeham and West Chiltington. The Chairman had attended a meeting (report attached) at which Billingshurst Parish Council interviewed two prospective Planning Consultants and subsequently they appointed Keith Nicholson. A further meeting is due to be held on Monday 21<sup>st</sup> September at Billingshurst Parish Council and Pulborough, Thakeham and West Chiltington Parish Councils are invited. The Chairman, Cllr Mrs Black and Cllr Kiverstein will attend and it was noted that there was a possibility of the four parishes sharing some of the financial burden. It was AGREED that before any financial commitment be made, further details of the Planning Consultants remit be provided to Council.

A lively discussion followed during which various concerns were raised including:-

- Infrastructure - roads, rail links, schools, water etc,
- Economic considerations - where would be the employment for the development, affect on Pulborough's existing traders.

Cllr Quested proposed that the Parish Council's objection in principal to these proposals be recorded and this was seconded by Cllr Kiverstein. 12 members were in favour with two abstentions.

**Resolved:** It be recorded that the Parish Council object in principal to the proposals for 4000 dwellings at North Heath/Adversane.

However, it was felt that wider consultation with residents was required before a formal response may be made to Horsham District Council. It was noted Billingshurst would possibly hold an exhibition at Adversane on 3<sup>rd</sup> October but that this was too far from Pulborough. It was therefore AGREED that posters/maps and feedback forms be provided for the Farmers Market on 26<sup>th</sup> September. The Clerk was also instructed to approach the Community Partnership to ascertain if it would be possible for a gazebo to be included at the Harvest Fayre on the same day to provide more awareness and gain more comments.

The Chairman then proposed that a Working Group be formed to formulate the initial response to this document. This response should cover both of the areas within the Parish that are affected and this will be presented to the next Full Council meeting. It was also suggested that a representative from another parish group be included such as The Pulborough Society or the Community Partnership.

**RESOLVED:** A working group consisting of Cllrs Jolliffe, Mrs Black, Clerk and Kiverstein together with one other from outside the Council be formed to consider the proposals.

It was noted that a number of those present had not received the Horsham District News which include information about the Core Strategy Review which is supposed to have been delivered to every home.

Finally Cllr Watson wished to record her objection to the inclusion of OAPs into the same category as Travellers, Gypsies and show people.

## **58. LOWER STREET PARKING**

Cllr Quested referred to his meeting with Bryan Vines and proposed a request to Horsham District Council to remove the time restriction at Lower Street car park on Saturdays and to carry out a review of the parking permits currently

issued. This was seconded by Cllr Watson and the motion carried unanimously.

**RESOLVED:** to formally ask Horsham District Council to consider the above request.

**59. STANDING ORDERS**

The Council received the revised Appendices to the Standing Orders and Cllr Kiverstein proposed that these be accepted. Cllr Parker seconded this and the motion was carried unanimously.

**RESOLVED:** that the amended Standing Orders and Appendices be adopted.

**60. PLAYGROUND ROUNDABOUT**

The members received the recommendation of the Recreation & Open Spaces Committee for the installation of the Parkleisure Kidabout roundabout at the Main Recreation Ground. This was proposed by Cllr Dension, seconded by Cllr Mrs Watson and the motion was carried unanimously.

**RESOLVED:** to instruct Parkleisure to install the Kidabout roundabout.

Cllr Ellis suggested that as much publicity as possible be sought when the equipment is installed.

**61. WHEEL CLAMPERS**

The Members received the request from Billingshurst Parish Council to support their campaign to outlaw the use of wheel clamping on private land. It was noted that this campaign had started as a result of problems in Jengers Mead in Billingshurst. Whilst all Members sympathised with the problems specific to Jengers Mead there were concerns over the loss of rights of land owners to prevent people parking on their land. It was therefore AGREED that a letter be sent to Francis Maude MP and copied to Nick Herbert MP expressing concern over the situation specific to Jengers Mead in Billingshurst.

**62. PARISH COMMUNITY PLAN**

The Council received the information supplied by Les Ampstead of Action in Rural Sussex. A discussion followed in which concerns were raised about the usefulness of the exercise. Cllr Clarke reported that whilst this was not an obligatory requirement of Quality Council Status, it could be seen as "good practice".

It was felt that a definitive decision as to whether to proceed with this initiative could not be taken until more details were known. It was therefore AGREED, that the Clerk ask Mr Ampstead to attend the October meeting of the Full Council to provide further information and answer any questions, after which a final decision would be made.

**63. QUALITY COUNCIL INITIATIVE**

Cllr Clarke updated on the progress of the Quality Council Working Group and a summary was circulated. He advised that the next stage was additional noticeboards at the railway station, Codmore Hill and the Main Recreation Ground. From the mandatory section the main area outstanding was the requirement to have elected members.

**64. BONFIRES**

It was noted that a complaint had been received about bonfires possibly burning polystyrene/plastic. Horsham District Council had already been informed and therefore no further action is required.

**65. STAFF MEMBERSHIP OF THE LOCAL GOVERNMENT PENSION SCHEME**

The Clerk advised that under the terms of her Contract of Employment she was entitled to join the Local Government Pension Scheme.

**RESOLVED:** that the Clerk, Sarah Norman, join the Local Government Pension Scheme as per the terms of her Contract of Employment.

**66. REPRESENTATIVES' REPORTS**

**Pulborough Local Action Team**

Cllr Ellis reported that there were still manpower problems at the Youth Club and it was AGREED that he continue to liaise with them in this regard.

**Meals on Wheels**

Cllr Mrs Black reported that the WRVS Meals on Wheels service would cease to operate out of the Village Hall section with effect from September. All meals for the area would be cooked at a purpose built facility in Petworth.

**67. CORRESPONDENCE**

The Correspondence is attached to these minutes as Appendix 1.

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

There were no matters for inclusion on the next Agenda.

**D Cllr Donnelly joined the meeting at 9pm.**

With reference to item 57, Horsham District Council Core Strategy Review, the Chairman asked that District Cllr Donnelly request that due to errors in the distributed paperwork, the deadline for the consultation period be extended by 6 weeks. District Cllr Donnelly advised that he would pass on the request. District Cllr Donnelly was also asked to query why some houses in the village appeared to have not received the HDC News containing the details on the review and he said that he would do so.

**69. PAYMENTS**

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

Horsham District Council	Rates	£314.85
Horsham District Council	Rates	£235.01
D Jolliffe	Mileage	£20.40
S Norman	Mileage	£40.80
Viking Direct	Stationery	£28.65

***The meeting closed at 9.07pm***

.....Chairman

.....Date

**SLCC Regional Conference 11<sup>th</sup> November 2009**

Members were advised about the SLCC regional Conference Programme titled "A Changing Sector" including topics such as Local Empowerment, Managing Council Assets and Allotment Management. The Clerk advised that she will attend and asked that if any Councillor would like to accompany her if they could please advise her within the next week.

**Kent & Sussex FWAG - 40<sup>th</sup> Anniversary Party**

Members received an invitation to this fundraising event including Ferret Racing. 26<sup>th</sup> September at 7pm at the Tithe Barn, Lenham in Kent. Tickets are £15 and include Fish & Chip supper.

**ICIS "Information & Innovation Event"**

Members were advised that this will be held on Monday 26<sup>th</sup> October 10am at Billingshurst Village Hall.