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MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 15TH OCTOBER 2009
AT THE VILLAGE HALL

PRESENT: Councillors Jolliffe (Chairman), Mrs Barnett, Mrs Black, Boulton, Clarke, Ellis, Mrs Lawson, Parker, Qusted and Mrs Roberts.

IN ATTENDANCE: Sarah Norman (Clerk), Julian Carrington (Horsham District Council, Les Ampstead (Action in Rural Sussex) and Bruce Middleton (South Downs Joint Committee). Later County Councillor Patricia Arculus joined the meeting.

The meeting opened at 7.30pm

69. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Denison, Kipp, Kiverstein & Mrs Watson. Apologies for absence were also received from District Councillors Donnelly & Paterson.

70. DECLARATIONS OF INTEREST

There were no declarations of interests.

71. MINUTES

71.1 Full Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 17th September 2009 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

The Clerk's Report

Park Leisure have been instructed to install the new roundabout. This should be completed by the end of the month.

71.2 PLANNING & SERVICES COMMITTEE

The Council received the Minutes of the Meetings held on 17th September and 1st October 2009.

The Clerk's Report

Tesco have confirmed to Caremark that they are happy for a Christmas Tree to be placed on the grassy area at the front of the store. The Parish Office is to speak to the manager at Tesco to more the matter on.

71.3 FINANCE & POLICY COMMITTEE

The Council received the Minutes of the Meeting of the Finance & Policy Committee held on 10th September 2009.

The Clerk's Report

The unexpected items of £350 for the gate at the Recreation Ground and £655 for the fence at the recreation ground have been reallocated to the Contingency budget.

71.4 RECREATION AND OPEN SPACES COMMITTEE

The Council received the Minutes of the Meetings of the Recreation and Open Spaces Committee held on 24th September 2009.

The Clerk's Report

The Clerk had nothing to report.

72. ADJOURNMENT FOR PUBLIC SPEAKING

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

73. DISTRICT AND COUNTY COUNCILLORS' REPORTS

There was nobody present to give a report.

74. PARISH PLAN

The Chairman welcomed Julian Carrington Community Planning Manager at Horsham District Council and Les Ampstead from Action in Rural Sussex to speak in this regard.

The chairman adjourned the meeting at 7.36pm.

The chairman reconvened the meeting at 8.05pm.

The Chairman thanked both gentlemen for their time and confirmed that the Clerk would contact them in due course.

It was AGREED that this item would be placed on the next Full Council agenda when Councillors, having studied Horsham District Council's Community Strategy document, would vote as to whether to pursue this initiative.

75. NUTBOURNE COMMON RECREATION GROUND

The Chairman welcomed Bruce Middleton on the South Downs Joint Committee who was to speak about the Recreation Ground and it's ongoing maintenance and receive details on the Higher Level Stewardship Scheme.

The chairman adjourned the meeting at 8.07pm.

The chairman reconvened the meeting at 8.40pm.

The Chairman thanked Mr Middleton for his time and his highly informative presentation. It was AGREED that this item would be placed on the next Recreation & Open Spaces Committee Agenda for further discussion.

76. HORSHAM DISTRICT COUNCIL CORE STRATEGY 2026 CONSULTATION DOCUMENT.

The Chairman presented the draft Response that had been prepared by the Working Group and had been circulated to all Councillors the previous day. and the Chairman asked for any comments on the document. Cllr Mrs Barnett enquired as to why the response opposed development of the West Glebe Field and whether any development of the site could provide funding towards an alternative approach to the railway station thus alleviating problems at the junction of Church Place and the A29. Cllrs Mrs Black & Clarke advised that this is within the Conservation area, is an important zone for leisure and recreation purposes and has an abundance of wildlife. In addition, the consultation with residents had all been opposed to development within this area.

Cllr Mrs Black proposed that the document, as drafted, should be submitted to Horsham District as the Council's formal response. This was seconded by Cllr Quedstedt. The Chairman then asked for a vote with 8 in favour and 2 abstentions.

RESOLVED: the circulated draft document be submitted to Horsham District Council as the formal response.

Finally, the Chairman thanked Cllr Clarke for his work in the preparation of this document.

Cllr Ellis proposed the ratification of the recommendation of the Finance Committee that a one off payment be made to Billingshurst Parish Council towards the cost of the Planning Consultant. This was seconded by Cllr Boulton and all members were in favour.

RESOLVED: a payment of £500 be made to Billingshurst Parish Council.

77. VILLAGE TRANSPORT PLAN.

The Clerk circulated an update from Paul Addison and Cllr Denison in this regard (attached as Appendix A). Cllr Mrs Barnett AGREED to assist Cllr Denison in the drafting of the pre-ambles requested by Paul Addison.

78. ENERGY PROVIDER AT PAVILION

The Clerk explained that she had been trying to rebroke the gas & electricity suppliers at the pavilion but as rates were usually only valid for 1 day, due to the Committee system, it was not possible to do this. The Chairman AGREED to carry out the review with the Clerk.

RESOLVED: The Clerk, together with the Chairman, be delegated powers to obtain quotations from alternative providers and instruct accordingly.

79. EARMARKED FUNDS

Cllr Quedstedt proposed the ratification of the recommendation of the Finance Committee that the budgeted funds of £2,500 for the MSF Resurfacing be transferred into the Reserve Account immediately. This was seconded by Cllr Mrs Barnett and all members were in favour.

RESOLVED: the sum of £2500 be transferred to the National Westminster Bank Reserve Account immediately.

80. MEETING DATES FOR 2010

The Members received the schedule of dates for 2010. It was noted that the meeting of 1st April will be Maundy Thursday. Cllr Ellis proposed that the Parish Council have a Full Council meeting in August. This was seconded by Cllr Mrs Barnett. This was AGREED with 8 in favour and 2 against.

81. QUALITY COUNCIL INITIATIVE

Cllr Clarke updated on the progress of the Quality Council Working Group. The Recreation & Open Spaces Committee were in agreement over the Noticeboard for the Recreation Ground and a feasibility study was under way by the Parish Office with regard to further boards at the Station and Codmore Hill. The Training Policy and Community Engagement Strategy will be available shortly. As the only area outstanding was the requirement to have elected members, the Group had AGREED to reduce their meeting schedule to once every two months.

82. HONOURS BOARD

It was AGREED that no decision could be taken until an idea of cost was known. The Clerk is therefore to obtain a quote from Belsigns for an oak board, the size of the window divider with the Snooker Room. Confirmation is also required of the "per letter" cost of adding new names.

83. REPRESENTATIVES' REPORTS

Horsham Association of Local Councils

Cllr Ellis' report on the meeting with HDC on 5th October were circulated.

Cllr Ellis also reported that he had visited Outset Youth Action at Lodge Hill and had been impressed with their activities. He noted that they had not applied for a grant this year but suggested that the Clerk write to them and invite them to apply next year.

The Chairman advised that he had met with Rob Aylott, D Cllr Paterson and Alan Glover of The Historic Dock Yard, Chatham, Kent regarding the regeneration of Lower Street and the latter is to attend the next meeting of the Full Council to make a presentation on their vision.

84. CORRESPONDENCE

The Correspondence is attached to these minutes as Appendix 2.

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

Cllr Mrs Barnett asked that the broken leaf collector be placed on the next Agenda for the Recreation & Open Spaces Committee. An update was also requested regarding the cutting back of the trees by the football training area.

Cllr Mrs Black asked that the Council's appreciation be recorded of the new members of staff, Liz Farrell & Lisa Deverson, who had coped admirably during the Clerk's recent absence.

86. PAYMENTS

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

Nat West	£25.58
Pulborough Social Centre	£495.70
EDF Energy	£255.19

EDF Energy	£284.28
Primus Telecommunication	£4.58
Mazars	£632.50
Harwood	£4.97

The meeting closed at 9.40pm

.....Chairman

.....Date

UPDATE ON VTP**9th September**

Paul Addison contacted Cllr Denison as follows :-

Please find attached the PRoW specifications for the footpath/bridlepath improvements. CC's Frank Wilkinson and Pat Arculus have now agreed the schemes and we're in the process of getting the S106 funding from Horsham DC. It seems to me that once funding has been received, the Parish can progress the Old Rectory Lane scheme quickly. The New Place Nurseries scheme could also be progressed quickly, although we're still looking at the options for the slope down to the railway line - steps/handrails or a more level zig-zag arrangement. There is also a bit more work to do for Pocket Park, so I will speak to the Environment Agency and my colleague who deals with wildlife. Are the Parish the landowners here? I seem to recall that Harwoods also have a land interest in this area.

After all the recent distractions of restructuring and redundancies here, I am also now giving some thought to producing the VTP document itself. I would like to include some general photos of traffic in the village and also a pre-amble about the village - maybe two or three paragraphs about the village, its history and how it has evolved. Is this something you could help me with ?. I will then focus on the main transport issues for the village leading into the strategy itself.

Subsequently, Cllr Denison asked if someone could assist him with the pre-amble about the village.

11th September

Paul Addison advised the following :-

At the last VTP meeting, I thought it was agreed that the regular meeting would be discontinued as we now have a schedule of schemes in the village to be delivered using either existing or future S106 funding. So, the meeting suggested for the 14th Sept was cancelled, although I'm happy to come up and meet you again once the Draft VTP has been produced.

WSCC has now put a report together which is being sent to HDC (who hold the S106 monies) setting out the proposed schemes and requesting release of the £214k to WSCC. CC's Frank Wilkinson and Pat Arculus have agreed to this and we don't envisage any problems with HDC as they have been fully on board in the VTP process. Once we have the monies, we'll be sending the Parish a cheque for £50k so that you can then instruct the PRoW improvement works to the specification previously provided using a contractor with appropriate experience of this type of work.

1. The Old Rectory Lane scheme is the narrow section of bridleway adjacent to Dormers (as identified on the plan previously sent) and is the section that becomes muddy after heavy rain. The estimate you had for doing this work was £3k but this can now be firmed up now that the spec has been issued. If you want to include a handrail on the steps, then that should be ok. We're also giving the owner of Lane End a contribution of £1k to the work he has had carried out as there is clearly some public benefit here.
2. The New Place Nursery scheme we had estimated at about £19k, but the spec required, particularly for the steep bit, will probably push this somewhat higher.

3. Pocket Park was estimated at £8k, but this, again could be higher depending on the type of footbridge used - I will be seeking our consultants advice on this.
4. I'm happy to produce the VTP document, it's just that two or three paragraphs about Pulborough and its gradual evolvement would be useful - maybe this is something Sarah can provide as I'm sure something along these lines is required for the Community Plan work the Parish is doing.

The £50k allocated for the PRoW improvements should be more than adequate to deliver the above schemes and may allow the delivery of additional impts such as the handrail you mentioned. Any residual money though should be paid back into the Section 106 funds and not spent on non-associated works.

I'm sure Mary-Ann will provide you with any assistance as necessary as what you will be doing fully accords with the aims of WSCC's PRoW Improvement Plan.

13th October

Paul Addison advised the following :-

Yesterday evening I attended Horsham District Council's Planning Obligations Panel to request the release of £210,461 of Section 106 funding to WSCC for the schemes proposed by the Village Transport Group. I am pleased to advise you that the panel agreed to release all the monies with the proviso that £100k is held back for 2 years as a potential contribution for a new A29 pedestrian footbridge should further development take place in Pulborough as part of the Horsham Core Strategy Review. This is what we were asking for and the timescale seems reasonable. We therefore have £110,461 to spend on the schemes proposed.

I will be instructing work to commence on the waiting restrictions at the A29/New Place Road junction this week and the WSCC Area Office is about to progress a design for the Potts Lane improvement.

With regard to the PRoW improvements, these can now be progressed and costs firmed up. It was agreed that the Parish would instigate the PRoW improvements (with assistance from WSCC) with an initial payment to the Parish of £50k. I will ask our consultants to come up with some off-the-shelf design options for a new footbridge in Pocket Park.

Lighting of Cinder Path.

The Council was advised that the application for funding from the CLC came up at meeting of 23rd September and that the application was deferred as the Committee requested that the view of the local community towards the installation of lighting along the Cinder track be sought before a decision is made. A discussion followed about the protracted length of time this issue has been ongoing.

ASHTAV

Members were advised that a copy of the October issue of the Journal of the Association of Small Historic Towns & Villages is available at the Parish Office.

Anti Social Behaviour

The Council received a letter from a resident regarding this issue. It was felt that this should be passed to the Local Action Team and Cllr Ellis agreed to do this.

Post Office

Members received confirmation that the Post Office will re-open at MBC office Supplies on Thursday 26th November.

AiRS AGM

The Clerk advised that the Agenda & Programme for the AGM on 7th November are available in Parish Office and if anyone would like to attend could they please let the Parish Office know as soon as possible.

HDC Sustainable Community Strategy

Members were advised that the final document was available at the Parish Office. Furthermore, Julian Carrington had left several copies after his presentation.