

**PULBOROUGH PARISH COUNCIL**  
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**MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL**  
**HELD ON THURSDAY 17<sup>th</sup> JUNE 2010**  
**AT THE VILLAGE HALL**

**PRESENT:** Councillors Jolliffe (Chairman), Mrs Black, Boulton, Ellis, Kipp, Kiverstein, Mrs Lawson, Parker.

**IN ATTENDANCE:** County Cllr Arculus and Sarah Norman (Clerk).

*The meeting opened at 7.30pm*

**15. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors Mrs Barnett, Clarke, Denison, Qusted, Mrs Roberts and Mrs Watson. Dist Cllr Paterson also gave his apologies.

**16. DECLARATIONS OF INTEREST**

No declarations of interest were given.

**17. MINUTES**

**17.1 ANNUAL PARISH MEETING**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 13<sup>th</sup> May 2010 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**The Clerk's Report**

Nothing to Report

**17.2 ANNUAL MEETING OF THE COUNCIL**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 20<sup>th</sup> May 2010 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**The Clerk's Report**

**Annual Accounts** – The Annual Return has now been submitted to the external auditor, Mazars.

**Painting At Pavilion** – Linden Knight has taken the supplies and has started work.

**17.3 FULL COUNCIL**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 15<sup>th</sup> April 2010 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**The Clerk's Report**

**Works to Public Rights Way** – Email received from Jon Perks at WSCC dated 22<sup>nd</sup> April advising that 1.5m is still not acceptable. Subsequent conversation with Cllr Arculus suggested that he may be willing to keep at 1.5m if PC agree that should any objection arise subsequent to the works be carried out, any remedial work would be to the cost of the Parish Council. Cllr Arculus agreed to obtain confirmation of this offer for consideration by the Parish Council.

**Youth Facilities** – Parish Office records have been checked and no record of consultation has been found. Cllr Arculus is to confirm that contact details are correct.

**Oddstones** - Letter sent to Fiona Rae on 20<sup>th</sup> April querying 106 Agreement. Chased on 26<sup>th</sup> May via email. Advised Rod Brown, Head of Planning, would be writing to me shortly. Still nothing received.

#### **17.4 PLANNING & SERVICES COMMITTEE**

Members received the Minutes of the Meetings held on 15<sup>th</sup> April, 6<sup>th</sup> May and 20<sup>th</sup> May 2010.

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

**Church Hill bench** – The damage to the bench has been inspected and the handyman is to be asked if this is something he can repair.

**Street Lighting** - The Clerk has contacted WSCC to get the lighting servicing contract updated to includes Little Dippers light outside number 1 and the light at the end of the lane in Rectory Lane.

**Gorelands** - A letter has been sent in support for the Hinton's of Gorelands Farm to the Head of Planning at HDC.

**RSPB** - A letter has been sent to RSPB to support the changes they are intending to make over the next couple of months.

**Nutbourne Manor Vineyard** – letter sent to the Traffic Management Infrastructure at WSCC requesting that small signs are to be used and to add a sign of "Caution". The Clerk received an email from Andy Brookwell, confirming signs to be used.

**Drain at Spinney Cul-de-sac** – This has been reported to Highways on several occasions and as a result the drain has been replaced several times.

#### **17.5 FINANCE & POLICY COMMITTEE**

Members received the Minutes of the Meetings held on 11<sup>th</sup> March 2010.

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

**Works to Pavilion** – Further to agreement at Full Council, Linden Knight has started the painting.

**Trees Works at Bowling Green** – work has been completed.

#### **17.6 RECREATION AND OPEN SPACES COMMITTEE**

Members received the Unconfirmed Minutes of the Meetings held on 25<sup>th</sup> March 2010.

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

Nothing to Report

#### **18. ADJOURNMENT FOR PUBLIC SPEAKING**

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

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

Cllr Arculus advised that the major news was the slashing of budgets at County level. Savings for this year so far include £3.5million from the standard budget and £3.5million from expected LAA rewards. More details about levels and where cuts are coming through slowly and she would be able to report further at the next meeting. Cllr Arculus urged Members to respond fully to the various consultations that will be coming before the Council in the coming months.

**20. MEETING DATES**

Members considered the provisional dates for 2011(attached as Appendix 1) It was noted that due to the moving of the Finance meeting in April, it would result in Recreation & Opens Spaces meetings just two weeks apart. It was therefore AGREED that the April Recreation & Open Spaces meeting be cancelled unless urgent business arose.

**21. MAINTENANCE OF GRASS AREAS AROUND LOWER STREET RAMP**

The Clerk advised that she had been contacted by Pulborough Community Partnership (PCP) to discuss this. A brief discussion followed and Members AGREED that the Parish Council does not have the capability to take on this function. Members were under the impression that part of the PCP project had included the sowing of wild flowers etc and funding had been received for this. Whilst members accept that they have no influence over the aesthetics of the area, it was felt that longer grass with taller flowers would be preferable to soften the appearance of the ramp.

**22. SUMMER YOUTH ROADSHOW**

Members received details of this event to be held on 18<sup>th</sup> August. Following a brief discussion, there were no objections to this event going ahead.

**Resolved: Permission be given to Weald Youth Wing to hold a Youth Roadshow on the main Recreation Ground on 18<sup>th</sup> August.**

**23. COUSINS WAY RECREATION GROUND**

Members received copy emails regarding complaints about antisocial behaviour at the Cousins Way ground. Whilst all Members full sympathised with residents, unless these incidents are reported there is very little pressure the Parish Council can put on the Police to increase resources. It was AGREED that the Clerk will write to all residence of Orchard Way and Cousins Way requesting that all acts of antisocial behaviour are reported on the non-emergency number and advising telephone numbers to call.

With regard to the funfair, it was AGREED that any complaints will be recorded and held on file to be referred to if and when Shaylers ask to visit the village again.

**24. CHARITY FUNDRAISER**

Members considered the request to use the Recreation Ground on 24<sup>th</sup> July. Concerns were raised about damage to the cricket outfield, clashes with cricket and/or bowling and parking implications.

It was therefore AGREED that the request be denied. The suggestion was made that West Chiltington recreation ground be used as they have ample parking facilities and the Clerk is to direct them to the Parish Clerk.

**25. SURGERY VENUES**

The Clerk advised that as instructed she had contacted St Mary's School, Pulborough Medical Group (PMG) and Tesco to ascertain if it would be possible to use these venues for surgeries. Tesco have advised that they cannot assist and no response has been received from PMG. St Mary's are happy for the Council to attend the Summer Fayre on Sunday 18<sup>th</sup> July and all AGREED that this should be pursued. Cllr Ellis offered to man the stall.

The Clerk confirmed that she had contact Jane Ball about the Harvest Fayre and was advised that the stall organiser would be in touch in due course. Cllr Boulton advised that the S&SC had a Gazebo that that Parish Council could borrow. The Clerk confirmed that she would organise signage.

Attendance at the Farmers Market was discussed and it was AGREED that this should continue.

**26. RECHARGING OF UTILITIES**

A discussion took place regarding this issue in relation to the users of the Parish Council pavilion. Some members felt that by charging the Sports Clubs it would put undue pressure on the clubs' finances. Members were of the opinion that the Parish Council is there to provide facilities and services for the residents and as such should not be making charges in addition to the annual rent. However, all agreed that utilities costs, especially water, have been and continue to rise much faster than inflation. Clubs must be aware of this and every effort to conserve water must be made. The Clerk advised that a decision needs to be made as until this is clarified, the Leases/Licences to Play cannot be completed.

**RESOLVED**

**There are to be no utility charges passed onto the Sports Clubs at present. However, wording is to be included in the Lease that this may be reviewed annually and may be included at some point in the future.**

**The Sports and Social Club are to be charge for their use with the next bill coming in January 2011.**

**27. PRECEPT FOR 2010 TO 2011**

Members noted that as per the previous Minutes, the Band D equivalent household precept is not to increase resulting in a Parish precept of £156,532.

**RESOLVED**

**The Parish precept for 2010 to 2011 is £156,532**

**28. CHRISTMAS LIGHTS**

Members discussed the poor provision of Christmas lights. The Clerk advised that whilst £3000 was included in the budget for lights this assumes a grant of £1500 from Horsham District Council which has been withdrawn. This leaves a net budget now available of £1500. The Clerk advised that she had investigated a scheme with Blanchere whereby they design, erect, dismantle and store lights on a three year contract. However, these were dependant on the new streetlights being installed with the adapters for lighting motifs. After a lengthy discussion it was AGREED that there would be no Parish Council Christmas Lights this year. The funds from this year would be set aside for use next year. There should be publicity in the winter edition of the Parish Newsletter that there are to be no lights in 2010 but a much better display in 2011.

**RESOLVED**

**To investigate a contract with Blanchere to supply lights in 2011.**

**29. REPRESENTATIVES.**

Members received written reports from Cllr Ellis from the recent HALC meeting. Cllrs Ellis & Mrs Watson both felt that the meeting had not been worthwhile and much of what was said could have been covered in a simple written report.

Cllr Ellis also reported from the Local Action Team that Sgt Bob Trevis would be taking over at Pulborough station but this would not happen until his replacement at Steyning had been appointed.

Cllr Jolliffe advised that he had attended District Cllr Donnelly's inauguration as Chairman of the Council.

Cllr Parker advised that HDC would be carrying out a Consultation exercise about the Carpenters Meadow play area on Tuesday 22<sup>nd</sup> June at 5pm in the Brooks Hall and invited all those present and any others who may be interested to attend.

**30. CORRESPONDENCE**

The Correspondence is attached to these minutes as Appendix 2.

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

There were no matters for inclusion.

**32. PAYMENTS**

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

	£
Allianze Insurance	173.25
Primus Telecommunications	7.04
Seton	55.11
WSCC	1907.13
Sarah Norman	18.40
Vodaphone	10.45
HDC	435

***The meeting closed at 9.08pm***

.....Chairman

.....Date

## APPENDIX 1

### PULBOROUGH PARISH COUNCIL MEETINGS 2011

**All meetings are open to the public and start at 7.30pm unless otherwise notified.**

All Committee meetings are held at the Sports Pavilion; Full Council Meetings are at the Village Hall.

#### JANUARY 2011

- 6 Planning & Services Committee
- 13 Finance & Policy Committee
- 20 Planning & Services Committee followed by Full Council
- 27 Recreation & Open Spaces Committee

#### FEBRUARY 2011

- 3 Planning & Services Committee
- 10 Finance & Policy Committee
- 17 Planning & Services Committee followed by Full Council
- 24 Recreation & Open Spaces Committee

#### MARCH 2011

- 3 Planning & Services Committee
- 10 Finance & Policy Committee
- 17 Planning & Services Committee followed by Full Council
- 24 Recreation & Open Spaces Committee

#### APRIL 2011

- 7 Planning & Services Committee
- 14 Finance & Policy Committee
- 21 Planning & Services Committee followed by Full Council
- 28 Recreation & Open Spaces Committee

#### MAY 2011

- 5 Planning & Services Committee
- 12 Annual Parish Meeting
- 19 Planning & Services Committee followed by Annual Meeting of the Council
- 26 Recreation & Open Spaces Committee

#### JUNE 2011

- 2 Finance & Policy Committee
- 9 Planning & Services Committee
- 16 Planning & Services Committee followed by Full Council
- 23 Recreation & Open Spaces Committee

#### JULY 2011

- 7 Planning & Services Committee
- 14 Finance & Policy Committee
- 21 Planning & Services Committee followed by Full Council
- 28 Recreation & Open Spaces Committee

#### AUGUST 2011

- 4 Planning & Services Committee
- 18 Planning & Services Committee followed by Full Council

#### SEPTEMBER 2011

- 1 Planning & Services Committee
- 8 Finance & Policy Committee
- 15 Planning & Services Committee followed by Full Council
- 22 Recreation & Open Spaces Committee

#### OCTOBER 2011

- 6 Planning & Services Committee
- 13 Finance & Policy Committee
- 20 Planning & Services Committee followed by Full Council
- 27 Recreation & Open Spaces Committee

#### NOVEMBER 2011

- 3 Planning & Services Committee
- 10 Finance & Policy Committee
- 17 Recreation & Open Spaces Committee
- 24 Planning & Services Committee followed by Full Council

#### DECEMBER 2011

- ? Councillors' Christmas Dinner
- ? Planning & Services Committee

**NB Some meetings of the Finance & Policy Committee will not be required**

## APPENDIX 2

### CORRESPONDENCE

FULL COUNCIL 17<sup>th</sup> June 2010

**Mass Toad Deaths on A283** - Email from William Edge regarding toad deaths on migration o Spawning Ground. Copied to Council.

**Sussex Police** - Update from C I Mark Trimmer (via email). Copied to Council.

**SALC** - Summer Bulletin 2010 (via email). Copied to Council.

**HDC** - Invitation and questionnaire regarding Corporate Plane 2011-2015. Copied to Council. Cllr Jolliffe agreed to complete the questionnaire

**2011 World Scout Jamboree, Sweden** - Request from Ben Lewis of 1<sup>st</sup> Pulborough & West Chiltington Sea Scouts for donation. Copied to Committee.

**West Sussex NHS – Improving Mental Health Services** - Request for comments received Friday 28<sup>th</sup> May with public meeting and end of consultation on 1<sup>st</sup> June 2010.

**Campaign to Protect Rural England (CPRE)** - Spring edition of Countryside Voice.

**Western Sussex Hospitals NHS Trust** - In touch Newsletter.

**Action in Rural Sussex** - April newsletter (via email).

**Pulborough Boys Club** - Request from Robin Charter for any information about a Boys Club circa 1900 – officially opened by the Duke of Gloucester.

**Manhole Covers at Codmore Hill** - Copy correspondence between Mr H Barrett of the Old Forge, Stane Street, and WSCC Highways regarding subsidised manhole covers.

**Local Action Team** - Minutes of meeting 19<sup>th</sup> May 2010.

**West Sussex Public Partnership Forum** - Newsletter May 2010

**FWAG** - Update May 2010 and Local FWAG newsletter May 2010

**West Sussex Mediation Service** – External Newsletter (via email)

**Gypsy Awareness Seminar – 19<sup>th</sup> July** – at HDC 5.30pm

**NHS West Sussex** – Update for plans for improving mental health services.

**HALC** –Minutes of meeting 24<sup>th</sup> May and details of meeting with HDC 5<sup>th</sup> July.

**CPRE** – Sussex AGM 6<sup>th</sup> July, Arundel

**Wey & Arun Canal** – News June 2010

**West Sussex Rural Mobile Youth Trust** – Invitation to AGM 29<sup>th</sup> June