

RUDGWICK PARISH COUNCIL

Minutes of the Rudgwick Parish Council Meeting held on Monday 11th December 2017 at Rudgwick Hall, Bucks Green at 7 pm.

Present: Councillors R Landeryou (Chairman), R Brown, R Bookham, D Buckley, M Ellis (arrived at 7.06 pm), K Gilmour, A Haynes, I Maclachlan, R Wild.
Clerk: Mrs J Foote

Also in attendance: Three members of the public (Arrived prior to 7pm and left when meeting closed.)

139/17. **Apologies for absence** had been received from Cllr Davis and the reason for absence was approved.

140/17. **Declarations of Interest** by Councillors on any matters to be considered at the meeting and notifications of changes to members Registers of Interest were declared by:
Cllr Ellis – Planning Application: DC/17/2634: 40, Furze Road, Rudgwick (neighbour)

141/17. **Minutes of the previous Meeting** held on the 13th November 2017 (previously circulated) were challenged by District Councillor Bailey and Cllr Wild and requested amendments were made. It was then **resolved** that the minutes could be confirmed as a correct record and signed by the Chairman. Proposed by Cllr Maclachlan seconded by Cllr Wild and unanimously agreed.

142/17. **Matters arising from the previous meeting** (for noting only) **and review of Action Point List.**

37/6/15-76 Action from RoSPA inspections – Cllr Haynes had inspected the playground and suggested an alternative solution for the proposed repairs and will recommend a tradesman.

52/7/15-86 Ramp for RH – Cllr Haynes has received three quotes (between £7.5-£10k), and will bring these to the Halls and Recreation Meeting to be confirmed for January 2018.

154/12/15-106 Crossing A281/Downslink – No update to report.

154/12/15-117 Traffic Calming Measures - A meeting with WSCC Area Highways Manager will take place in January 2018.

43/6/16-1 Website upgrade - Web site training on 16th January 2018.

70/7/16-5 Tennis Club Lease – Update as Agenda Item 13.

180/1/17-12 School Crossing Patrol - The project was discussed with WSCC Area Highways Manager at a recent liaison event. Further information in Agenda Item 12.

196/2/17-15 Update S106 list of projects and obtain quotes - RPC to set up infrastructure plan for 2018 at next Finance meeting as time ran out at November meeting.

3/84/17-1109 Installation of CCTV – Clerk to investigate suppliers/pursue quote. A second quote had been received, waiting for a third visit and subsequent quote.

4/86/17-1109 Jubilee Hall - Structural Survey has taken place on 11th December 2017. Currently waiting for full report. Issues noted: drains, crack in wall both most likely caused by tree damage.

6/88/17-1109 Churchmans Meadow Play Equipment – Supplier is visiting on 13th December 2017.

8/102/17/17-0910 Cemetery extension – No update to report.

9/106/17/17-0910 Separate E-mail addresses for Councillors to conduct RPC correspondence - Cllr Bookham has contacted website provider regarding hosting gov.uk addresses and costs are considerably lower than quoted for other e-mail sites. Matter to be pursued in January.

10/110/17/17-0910 Half yearly walking/driving audit - Audit has been undertaken and Cllr Brown will provide report with details of findings at January 2018 meeting.

13/132/17/17-1311 Fire Inspection of Rudgwick Hall and Jubilee Hall - Clerk has arranged inspections and these have taken place on 11th December 2017. Awaiting report.

14/133/17/17-1311 Foxhole Coppice Audit and Maintenance Plan – Clerk has appointed agreed consultant. Audit took place on 21st November. Awaiting report.

15/134/17/17-1311 Rudgwick Tots and Toddlers Grant – Clerk has sent cheque and thank you letter (circulated) from Rudgwick Tots and Toddlers has been received. Item closed.

16/134/17-1311 Rudgwick Preservation Society Grant – Clerk has contacted Society and is awaiting further information.

(NOTE: decisions cannot be made under this item it is for information only)

143/17. **Chairman’s announcements**

There were no announcements

144/17. **Reports from District and County Councillors** (for information only)

County Cllr Christian Mitchell had sent his apologies. District Cllr Bailey provided a Smithers Rough Gypsy/Traveller and Travelling Showpeople Site Consultation update. The matter had been discussed at Cabinet meeting and Rudgwick parishioners had presented their concerns. Cllr Buckley queried access to the site. Cllr Gilmour requested clarification on the new refuse collection schedule and Cllr Bailey would explore if HDC had food compost collection plans.

145/17. The Chairman adjourned the meeting and invited members of the public to speak.

A Loxwood Road resident expressed his concerns regarding the lack of 30 mph traffic signs and speed of the traffic, exceeding this limit. The danger to pedestrians and other road users was emphasised. Cllr Bookham explained that due to street lights being present, Highway legislation was adhered to. The untidy state of gutters/hedge cuttings left on the road – again causing a danger to road users was also mentioned.

A Rudgwick resident provided information of the DC/17/2424 planning application regarding the removal/protection of trees.

The meeting was convened.

146/17. **Planning**

- i) Current Planning Applications were considered for comment to Horsham District Council:

DC/17/2424 FORDCOMBE, COX GREEN, RUDGWICK

Variation of condition 1 to previously approved application DC/16/2925 (demolition of existing house and construction of 2 new two storey 5 bedroom houses, with associated amenity & parking). Minor material amendments to facilitate revised site lay out and positioning of entrance gate, installation of solar panels, roof lights and sun tunnels
Councillors unanimously agreed.

No objection with the following notes/conditions:

- **Two trees have been removed as therefore application is disingenuous**
- **Involvement of HDC arboricultural officer to ensure protection of remaining trees/roots.**
- **Two trees to be planted to replace those removed.**

DC/17/2634 40 FURZE ROAD RUDGWICK HORSHAM

Single storey rear extension and new side entrance.

Councillors agreed, Cllr Ellis abstained from voting.

No objection

DC/17/2659 RUDGWICK METALS LTD, CHURCH STREET, RUDGWICK

Non-material amendment to previously approved application DC/16/2917 (Demolition of 2x existing dwellings (B1 use Class) and industrial building extension (B2 Use Class) with associated access, drainage and landscape works). Proposed re-alignment and alterations to approved access road.

Councillors unanimously agreed.

No objection

DC/17/1462 HEDGEROW COTTAGE, BARNSFOLD LANE, RUDGWICK

Erection of two story timber framed garage with ancillary accommodation above.

This application had been submitted again with minor amendments after the Agenda had been set.

Councillors unanimously agreed.

No objection

- ii) No comments were made on Planning Applications under delegated powers.
- iii) Decisions made by Horsham District Council on previous applications were noted.

DC/13/0468 MILLFIELD BARN, HORSHAM ROAD, ROWHOOK RH12 3PZ

Extension of use from a restricted B8 (Storage or distribution use) to an unrestricted B8 and B1 (Business) use

Decision: Application Permitted

- iv) No appeal notices and decisions were noted.

147/17. Decisions made by the Clerk under delegated powers were noted.

- To arrange for path over Foxholes Culvert to be made safe..

148/17. Clerk's Announcements were noted.

- 27.12.2017 – Emergency plan worked well with water supply being cut off in part of the village. Vulnerable/general households were supplied with water with support from Mr Tanner, Cllrs Brown, Wild, Clerk and several parishioners.
- General Data Protection Regulation update – Clerk cannot take on the role of Data Protection Officer – this role will have to be fulfilled by an external person 'independent and competent'.
- The Council had decided not to apply for warden subsidy as it was not cost effective.

149/17. **Reports received from Parish Council representatives on outside organisations**
Horsham Association of Local Councils – no update to report. Cllr Landeryou hopes to attend next meeting.

Youth Centre – no update to report.

Rudgwick Brickworks Liaison Group – no major issues. Bridge over the old railway line is to be repaired with input from Rudgwick Brickworks, West Sussex County Council (WSCC) Highways and Southern Water. Progress is made with filling landsite – 40% remaining.

CAGNE (minutes circulated) – no update to report.

150/17. **Report on West Sussex County Council Highway Liaison meeting**

Councillors that attended the meeting reported large WSCC budget cuts. Councillors had queried the installation of a pedestrian crossing on Church Street and were informed that time scale could be up to two years depending on funding. With S106 monies the process could possibly be speeded up by a year. The Traffic Regulation Order agreed for Lynwick Street (30 mph) will be implemented in August 2018. WSCC Area Highways Manager is meeting with Councillors in January and various Rudgwick Highway Matters will then be discussed.

151/17. **Rudgwick Sports & Community Centre (RSCC)**

Recent developments were reported on. Roof repairs to be addressed, land registry office to be contacted, British Gas to read feed in tariff meter. A meeting with interested parties had been held and “Little Streets” proposal for the use of the building would meet needs of the community. Information regarding potential rental income had been received.

It was **resolved to continue working towards a lease arrangement with “Little Streets”**, proposed by Cllr Wild seconded by Cllr Gilmour and unanimously agreed.

152/17. **Rudgwick Neighbourhood Plan**

There were no developments to be reported.

153/17. **Rudgwick Lawn Tennis Club lease**

It was **resolved to recommend the revised terms and to instruct the solicitor for the lease to be arranged**. Proposed by Cllr Bookham seconded by Cllr Brown and unanimously agreed.

154/17. **Finance Policy and Human Resources Committee Meeting** held on 27th November 2017. It was **resolved to receive the minutes** and

- **To bear the costs of the proposed external ramp required at Rudgwick Hall for health and safety and disability policy reasons out of the reserves held against the refurbishment of that Hall.**
- **To move the Clerk’s remuneration to the next spinal point at 1st April 2018 in accordance with the standard NJC procedure.**
- **To make provision for the appointment of an assistant clerk, to cover up to 15 additional hours per week in accordance with advice received from SALC, at appropriate rates of remuneration.**
- **To increase the hourly pay rate of the Litter and Open Spaces Wardens to the real living wage of £8.75ph from 1st April 2018.**

In addition to the general running expenditure to provide for the following elements:

- **Budget required for playground/skatepark maintenance. £2,000**
- **Additional provision against Neighbourhood Plan costs £5,000**
- **Provision for the costs of a replacement Parish noticeboard £2,000**

To seek a precept of £73,040 for 2018/19.

Proposed by Cllr Maclachlan supported by Cllr Ellis and unanimously agreed.

155/17. The Year of Culture Registration of Interest

It was **resolved to register interest for an exhibition of the Rudgwick Photographic Society.**

Proposed by Cllr Bookham seconded by Cllr Haynes and unanimously agreed.

156/17. There were no items received after publication of the agenda which the Chairman of the meeting was of the opinion should be considered because of the special circumstances.

157/17 Accounts

The following accounts have been paid:

5493	The Post Office Tax and National Insurance - October	359.88
5494	Rudgwick Tots and Toddlers - grant	100.00
5495	S Quail - expenses (gloves)	7.99
5496	TMS Electrical Constr. Ltd - Rudgwick Hall emergency lighting	206.08
5497	Viking Ltd – ink cartridges/laminating pockets	167.40
5498	British Gas plc	103.65
5499	SSE – Jubilee Hall	44.14
5500	Rhodes to Security – locks RSCC	520.00
5501/2/3/4	Salaries – November	1947.93
5505	WSCC Pensions Contributions - November	428.42
5506	The Post Office Tax and National Insurance - November	499.49
5507	Weald Cleaning Services – November (incl RSCC)	477.00
5508	Southern Counties Fuel – oil delivery	610.87
		£5,472.85

It was proposed by Cllr Gilmour seconded by Cllr Ellis and unanimously agreed to approve the following accounts and the cheques were

5509	TWD Ltd – Jubilee Hall survey	600.00
5510	Grasstex Ltd	287.00
		£ 887.00

158/17. Amendment to the date of the 8th January 2018 meeting.

It was resolved to hold the meeting on 15th January 2018. Proposed by Cllr Haynes seconded by Cllr Bookham and unanimously agreed.

159/17. DATE OF NEXT MEETING: Monday 15th January, 2018

There being no other business the Chairman closed the meeting at 8.29 pm

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Chairman

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Date