

RUDGWICK PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 13th February 2017 at the Rudgwick Hall, Bucks Green, Rudgwick at 7p.m.

Present: Councillors: R Landeryou (Chairman), R Bookham, R Brown, D Buckley, V Davis, M Ellis, I Maclachlan, R Wild
Mrs B Kenward, Clerk

In attendance: 3 members of the public were present.
District Councillor J Bailey
County Councillor L Kitchen

184/16. Apologies for absence had been received from Cllrs Gilmour (family) and Haynes(funeral) and the reasons for absence were approved.

185/16. There were no DECLARATIONS OF INTERESTS BY COUNCILLORS on any matters to be considered at the meeting or notifications of changes to members Registers of Interest.

186/16. It was resolved that the MINUTES OF THE PREVIOUS MEETING held on the 9th January 2017 (previously circulated) be signed as a correct record after February (Minute 172/16 – 54/6/16-2) was changed to January. Proposed by Cllr Dove seconded by Cllr Maclachlan and unanimously agreed.

The Chairman moved agenda items 7 public participation and 8 Planning forward.

187/16. Public participation.

A resident of Foxholes pointed out that it was now eight months since the Parish Council had agreed to spend a total of £1450 on tree works in Foxholes Woods and the work had not been carried out. He had been approached by several Foxholes residents, who have properties backing onto the woods, as to why the work had not been carried out and also understood that the Parish Clerk had been approached before Christmas about the issue. The bird nesting season was fast approaching and there was concerned that the window of opportunity to carry out the works was very short and that any delay would not reflect well on the Parish Council. The Clerk advised that the matter was in hand and the work was scheduled for the end of the month.

188/16. PLANNING

The following current planning applications were considered for comment to Horsham District Council:

DC/17/0131 BROOK COTTAGE, GIBBONS MILL FARM, THE HAVEN, BILLINGSHURST
Construction of a 2-storey extension to replace a single storey garage structure
No objection unanimously agreed.

DC/17/0148 MILLBAY, HORSHAM ROAD, ROWHOOK

Demolition and reconstruction of the entire right flank wall on new foundation following severe subsidence damage

No objection unanimously agreed.

DC/17/0170 MILE OAK, THE HAVEN, BILLINGSHURST

Erection of stable building for private domestic use

No objection unanimously agreed.

The proposed building would not be intrusive or visible from the road. It would be noted that that the building was for private equestrian use only.

DC/17/0205 11 CAPE COPSE, RUDGWICK

Surgery to 3 x Oaks

The Tree Warden had been asked to look at the trees and the Chairman and Clerk would defer to his report and comment under delegated powers.

The Minutes of the Planning Committee Meeting held on the 30th January 2017 (previously circulated) were agreed to be a correct record of the meeting having been proposed by Cllr Wild and seconded by Cllr Ellis.

District Councillor Bailey arrived at the meeting at 7.25pm.

County Councillor Kitchen arrived at the meeting at 7.30pm.

189/16. There were no MATTERS ARISING from the previous meeting and the Action Point List was reviewed.

90/9/15-98 - Review of bus shelters. Clerk to seek clarification from WSCC as to what form a public consultation needs to take.

113/10/15 – Installation of defibrillator in phone box at Tismans Common had been delayed by damage to the phone box and the weather and arrangements were now being made for the this to be done.

114/10/15 – Crossing A281/Downslink. Cllr Bookham reported that the bridge work was due to finish at the end of February. The signs for the approach to the Downslink on the A281 had been given to Balfour Beatty and should be done in 6 weeks. Cllr Bookham had also asked for the 40mph signs to be moved.

43/6/16-1 – Website upgrade – Cllr Bookham had circulated a simple layout for the new website and explained that all the menu items need to be put on at the beginning and the Parish Council needs to be confident as to what it wants.

The Chairman asked all members to have a look and send any ideas to Cllr Bookham by the end of the week.

140/11/16-11 – ORCS request to relocate premises. Fields in Trust had been approached again and had reaffirmed that they would not allow the move to the KGV Field.

159/12/16-10 – Wheelie bin speed safety stickers. The stickers had been delivered and would be given out to residents of Church Street, Loxwood Road and Bucks Green at the Annual Parish Meeting.

180/1/17-2 – School crossing patrol. The Clerk had sent details of the Section 106 contribution

from the Summerfold development to WSCC and there would be consultation with the Area Highway Manager to establish whether the proposals can be considered and included in a future programme for the community.

190/16. Chairman's announcements.

Horsham Police - Steve Chalcraft was the new inspector for Horsham.

Tackling Flooding 2017 – representatives from the Parish Council had been invited to attend 'Reducing The Risk and Impact of Flooding, an interactive strategy, on the 27th April 2017 in Central London. Members to advise the Clerk if they wished to attend.

191/16. Reports from District and County Councillors (for information only).

District Councillor's report – a meeting of the full Council would be held on Wednesday to fix the Council Tax with a 2.5% rise on domestic Council Tax. Various meetings and seminars were being held on North Horsham and the proposed incinerator at Warnham, which is a WSCC application with HDC a consultee.

There had been no planning grounds to refuse the planning application for Farn Brakes (DC/16/2668) which had been approved at the HDC Development Control Committee meeting on the 7th February 2017.

192/16. No decisions had been made by the Clerk under delegated powers.

193/16. Clerk's announcements.

Easement at Churchmans Meadow – update – the drainage work had been completed and the payment received. The Clerk and the Open Spaces Warden had met with the Thakeham contracts manager and discussed making good the areas affected with seeding and hedging. The developers had also been asked to clear the rubbish that had been put in the ditch next to the headwall and this had now been cleared.

The area needs to be monitored as there is now a lot of bare earth that may slip down into the ditch in the future.

Allocation of affordable housing at Summerfold – the Clerk had contacted the HDC Housing Services Manager and been advised that the estimated completion date would be the end of September 2017. He had set out the local connection criteria and offered to meet with the Parish Council and run through the allocations procedure.

It was agreed to arrange a meeting.

Finance – the quarterly figures showing expenditure and income against the 2016/17 Budget up to the 31st December 2016 had been circulated to members. Cllr Wild had carried out the quarterly finance checks on the 31st January 2017.

Parish Defibrillators – the supplier had assisted the Clerk in changing the battery packs which expired at the end of January 2017. One location gave cause for concern as the equipment was not being looked after and would be a liability for them and also the Parish Council.

The Clerk would speak to the person concerned and possibly have the equipment removed.

Sports and Playing Field Strategy – HDC have commissioned 4 global, a technical sports Consultancy firm to assist in undertaking a strategy for the area. All pitches, regardless of ownership types are covered. The strategy will help the council protect and enhance the

quality of playing pitches over the next 10-15 years and support parish councils, clubs and schools identify shortfalls in provision that will help support future funding bids.

A consultant had visited the playing fields at Rudgwick and the Clerk had given details of its current use and advised of the need by the Junior Football Club for a pitch for the U15's and U16's.

Bespoke training for councillors – members were advised that Slinfold Parish Council were looking at arranging for SSALC to come and give a training session and there was a possibility that they could also attend. The Clerk would pursue this.

Interim internal audit – carried out on 24th January 2017. No comments other than it was the intention of Hiscox to include libel and slander cover but this had not been found in the recent schedule and would be checked.

194/16. Reports received from Parish Council representatives on outside organisations:

Horsham Association of Local Councils – the minutes of the meeting held on the 18th January 2017 had been circulated to members. Date of next meeting 27th April 2017.

Youth Centre – the minutes of the meeting held on the 19th January 2017 had been circulated to members. There had been a query regarding Section 106 funding and the Clerk confirmed that it could only be used for capital projects.

Rudgwick Brickworks Liaison Group – the last meeting had taken place on the 10th January 2017. Cllr Maclachlan reported that the Brickworks have not been able to achieve the planned level of deliveries and to date were 19% behind the target. A total of 106,000 cubic metres of material had been put in so far which was 20% of the project total. It is likely that they will have to apply for a time increase as, with the existing limit on the number of loads, they will not be able to catch up. Additional drainage had been completed and there had been no environmental issues. Another lorry had been damaged when the tipping hydraulics had snapped but no one had been hurt. Sam Dumbrell, WSCC Planning was present at the meeting and had nothing to report and also the owner of Axtell had attended the meeting. A further eight trucks had been brought in to get close to the number of loads but there was not enough material, which is sourced from local sites if possible.

There had been a complaint from a resident regarding Saturday deliveries which was in breach of the planning permission. Cllr Maclachlan had taken this up with the project manager.

The next meeting of the Liaison Group would be on the 11th April 2017.

CAGNE – Cllr Dove reported that the AGM was being held on the 3rd March 2017 and all were welcome to attend. The deadline for the night time flying consultation was 28th February 2017 and the next forum would be in March.

RSCC – concerns need to be addressed and a meeting to be organised.

195/16. Neighbourhood Plan update and report from the Neighbourhood Plan Conference held on 25th January 2017.

There had been no significant developments with regard to the Neighbourhood Plan and the next public meeting would be incorporated in the Annual Parish Meeting on the 13th March 2017.

Cllr Maclachlan and Heather Rogers had attended the conference which had been well attended with an interesting line up of speakers including the new HDC Neighbourhood Planning Officer Norman Kwan, who would be attending the Steering Group meeting on the 27th February 2017. All of the speakers laboured the necessity for Neighbourhood Plans to be

much more robust because of developers challenging them in court. Clarification was still needed on numbers and whether new developments now being started will count. The impact of new development can be taken into account but in terms of numbers it cannot be that arithmetical.

196/16. Spending Section 106/CIL contributions from future developments.

HDC had advised that, by identifying projects and having them costed in advance, the Parish Council would help to guide officers in negotiations with their planners and the developers. The Clerk suggested new gas central heating for the Rudgwick Hall, which would be more efficient and quieter.

Cllr Brown reported that, when he and Cllr Landeryou had carried out the annual building inspection of the Jubilee Hall, there had been concerns about subsidence and this should be addressed before any capital projects carried out. A structural survey was needed and Cllr Brown would look up a structural engineer that he had used.

197/16. Execution of Winter Emergency Plan (copy circulated to members)

The Clerk expressed concern that the plan did not appear to be being co-ordinated and queried who was responsible for organising the gritting, in particular the pavement down to the Health Centre, and alerting the farmer who would do the roads not covered by WSCC. Cllr Brown will speak to Peter Tanner and let the Parish Council know.

198/16. Consideration of quotes for the refurbishment of the toilets at Rudgwick Hall.

The specification and details of the four quotations had been circulated to members. It was proposed by Cllr Wild seconded by Cllr Dove and unanimously agreed to spend up to £21,000 (to allow for contingencies) for the refurbishment of the toilets by Clubhouse Construction Ltd. The company had visited the hall a number of times to prepare their quotation and a previous client had given a very satisfactory report of work that they had carried out. An application for Section 106 funding would be made for the project.

199/16. It was proposed by Cllr Wild seconded by Cllr Bookham and unanimously agreed to insure The Haven Society Annual Spring Clean to be held on 2nd April 2017. A risk assessment would be given to the organisers and contact details of the organiser and first aider supplied to the Parish Council as in previous years.

200/16. Members considered a request from the Ellens Green and Rudgwick Gardening Association for a grant of £500 towards the 2017 Summer Show (grant application previously circulated. It was proposed by Cllr Ellis seconded by Cllr Buckley and unanimously agreed to give a grant of £250.00. It was suggested that an application be made to Ewhurst Parish Council for the balance.

201/16. Grounds maintenance 2017.

The Clerk reported that cutting Churchmans Meadow only twice a year makes it look untidy and encourages dog fouling and recommended that the meadow is cut regularly from the end of May onwards after the spring flowering. It was agreed that a decision would be made after the cost of the extra mowing had been obtained from the contractor.

202/16. BT removal of payphone junction of Naldretts Lane and Haven Road - resident of Naldretts Lane has offered to look after it.

The Parish Council did not wish to discourage the resident who had kindly made the offer but it was not something for just one person to take on. The Clerk would contact the resident to ascertain if anyone else was interested in helping.

203/16. Annual Parish Meeting 13th March 2017 – the agenda and arrangements were confirmed. The Chairman asked for annual reports from the Chairmen of the Parish Council committees.

204/16. Government Night Flight Consultation – Gatwick. Comments by 28th February 2017 https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/582863/night-flight-restrictions-at-heathrow-gatwick-and-stansted.pdf Noted.

205/16. Items received after publication of the agenda which the Chairman of the meeting is of the opinion should be considered because of the special circumstances.

Request for a donation for Village Day.

The Parish Council would be happy to support in principle but asked for more details of the organising committee and what the arrangements would be in relation to the RSCC.

206/16. It was proposed by Cllr Wild seconded by Cllr Dove and unanimously agreed to approve the ACCOUNTS as presented and the cheques were signed.

207/16. DATE OF NEXT MEETING Monday April 10th 2017