

Rudgwick Parish Council

Weekly Clerk's Update 11th – 17th November 2019 (Agenda December 2019)

To: Parish Councillors

c.c: Christian Mitchell (West Sussex County Councillor)
Richard Landeryou (Horsham District Councillor)

From: Jonna Foote

The weekly update provides information regarding:

- Announcements/delegated decisions by the Clerk
- Planning information
- Correspondence/communications from parishioners
- Correspondence/communications from outside organisations

List of organisations that communicate with the Council on a regular basis.

- AIRS (Action in Rural Sussex)
- APCAG (Association of Parish Councils Aviation Group)
- CAGNE (Communities Against Gatwick Noise Emission)
- CPRE (Campaign to Protect Rural England)
- HALC (Horsham Association of Local Councils)
- HDC (Horsham District Council)
- NALC (National Association of Local Councils)
- SSALC (Surrey and Sussex Association of Local Councils)
- WSCC (West Sussex District Council)

Clerk's announcements/delegated decisions

- Open Space Warden reported damage to KGV field – clerk has addressed this and Rudgwick Lawn Tennis Club will pay for making good;
- Actions for tank chlorination and water testing are being undertaken – clerk has met with consultant and is awaiting action plan;
- Jubilee Hall crack in wall has been measured for final time on 15.11.2019 – repair will be able to be undertaken in the near future;
- Clerk has met with LS to discuss electricity/heating issues – these are in the process of being resolved;
- Clerk found thermostats in KGV Building not set at correct temperature – this is being addressed;
- Door lock (fob) not working correctly – clerk arranged for repair to be undertaken;
- Salt spreader for Litter Warden ordered;

Planning

Applications for Rudgwick Parish Council Meeting 9 th December 2019				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/19/2262 07.11.2019 (Householder) DC/19/2263 07.11.2019 (LBC)	The Plough Cottage, Church Street, Rudgwick	Repair and alterations including: re-laying of existing clay tile roof with keymer tiles. Raising ridge height of rear elevation and construction of a hip end roof in replacement of the existing full hip. Enragement of existing dormer window and installation of casement window. Alterations to existing beam on first floor. Removal of existing rooflight to rear elevation and relocation into roof of garage roof. Like for like repairs to; brick chimney stacks, cast iron rain water goods, masonry wall, replacement of rotten oak wall plate over, rotten timbers of oak front porch, leaded light window frames to front elevation. Replacement of; kitchen door set with a window and brick infill below, rear timber frame porch with oak framed porch, rear ground floor windows, breakfast room door replaced, existing brick boundary wall. Installation of dormer window at first floor level and ground floor, bathroom at first floor and new stud wall, new lighting/heating and hot water, hard standing drive		28.11.2019
DC/19/2260 07.11.2019	13 Gaskyns close, Rudgwick	Erection of a single storey front extension with open porch		28.11.2019
DISC/19/0307 08.11.2019	Sussex Topiary, Naldretts Lane, Rudgwick	Approval of details reserved by conditions 3, 4, 6 and 7 on DC/19/1362		29.11.2019
DC/19/2309 15.11.2019	Sussex Topiary, Naldretts Lane, Rudgwick	Change of use to four pitch settled gypsy site along with the formation of hardstanding and utility/day room buildings		06.12.2019

Decisions

HDC Decisions – Rudgwick Parish Council Meeting 9 th December 2019				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date

DC/19/1592	Firtree Plantation, Hyes Woodlands, Waterlands Lane, Rowhook	Retrospective application for the creation of a woodland access track	Objection on the grounds that the development is inappropriate and it is development in the countryside	HDC Permitted
WSCC/040/19	Rudgwick Brickworks, Lynwick Street, Rudgwick	Variation of conditions of planning permission WSCC/029/16/RW for an extension time to complete infill and restoration and alterations to the approved scheme	Support application	WSCC Permitted

Appeals Lodged / Decided

Appeals Lodged / Appeals Decided – Rudgwick Parish Council Meeting 9th December 2019				
Application No	Applicant	Reason for Application	RPC Recommendation	Public Inquiry/Written Representation
WA/2018/1458	Land at Windacres farm south of Church Street & Hermongers Lane, Rudgwick	Outline Application For The Erection Of Up To 57 Houses With Access To Be Determined (Scale Design Layout And Landscaping To Form Reserved Matters) To Include Open Space Parking Infrastructure And Landscaping.	Objection	Appeal Dismisses

Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 9th December 2019				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
		none		

Enforcement Numbers

Enforcement Numbers – Rudgwick Parish Council Meeting 9th December 2019	
EN/19/0532	Land East of Swains Cottage Tismans Common Rudgwick Alleged: Positioning of mobile homes not in accordance with plans
EN/19/0548	1 Queen Elizabeth Road Rudgwick Horsham Alleged: Erection of a car port in front garden/driveway without planning permission

Correspondence/communications from parishioners / County Councillors to the Council

Roger Elkins, Cabinet Member for Highways and Infrastructure

Dear Roger,

At the North Horsham County Local Committee on Monday 4th November, the Chairman of Rudgwick Parish Council raised an item under Talk With Us in relation to the changes to gritting routes within the Parish.

They raised concern that certain roads had been removed from the gritting routes and this could have safety repercussions. In particular, the roads raised were:

- Lynwick Street, connecting the northern part of the village at the top of a hill to the A281;
- Loxwood Road which links the A281 to the B2133 at Loxwood; and
- The Haven Road which links A281 to the A29. This road is a school bus route for the Weald School at Billingshurst and the Parish Council are very concerned at the impact not gritting this road could have on getting children to school.

In addition they suggested WSCC should liaise with Surrey County Council to ensure consistency in approach and to maximise the roads treated.

Members of the CLC agreed there were also concerns in other parishes across the area, such as Warnham where the main route through the village (again a bus route) will no longer be gritted, and that whilst we understand the pressures on resources we should write to you to raise our concerns and request further consideration be given to maintaining these roads for winter gritting.

Whilst discussing this subject concern was also raised about the reduction of weed spraying and the impact this has on the street scene and potential future maintenance liability. In addition under Talk With Us a concerned member of public also raised the poor maintenance of traffic signs, particularly those obscured by vegetation, and further discussion included the diminishing condition of road markings across the district and indeed the county.

The CLC Members are keen to understand what scope there is to reconsider the highway maintenance approach to these matters and to be assured their concerns are noted.

Best Wishes

Peter Catchpole

Chairman, North Horsham County Local Committee

General correspondence/emails

11.11.2019 Email from HDC

JAG Meeting

Good afternoon,

In 2016 the Joint Action Group (JAG) was relaunched with the purpose is to prevent crime and disorder, tackle anti-social behaviour and make Horsham District a safer place for all.

Following Chief Inspector Leadbeatter's recent promotion, the group will now be chaired by interim Inspector Michelle Palmer-Harris with the first meeting with these new arrangements being held tomorrow morning.

If your parish has any issues to raise, please complete the following form to report community issues for consideration by the JAG membership, noting that the JAG meetings are to discuss **crime and anti-social behaviour only**. If you wish to raise either road safety issues or the state of roads/pavements please contact Sussex Police or WSCC.

Please note that the following JAG reporting form in no way replaces the need to contact Sussex Police or the other emergency services in real time on either 999 or 101 for non-emergencies.

http://ebusiness.horsham.gov.uk/outreach/COM_JAG.ofm

It is important that Parishes report anti-social behaviour to this forum, to enable the Council and Police to work together to prevent disorder across the district. If anti-social behaviour isn't reported to this forum the meetings may be cancelled.

With kind regards, Debra,

Debra Young

Administrator - Community Safety

Telephone: 01403 215642

Email: Debra.Young@horsham.gov.uk



12.11.2019 4 Horsham Community Group – Incinerator Enquiry

Good morning,

The Horsham incinerator Public Inquiry has been progressing well for the last two weeks. Inspector Ian Jenkins is asking a lot of well informed questions and taking detailed notes.

We presented the Appeal petition to him with 2,237 signatures.

The last two days of the Inquiry will be very interesting and includes round table discussion of planning conditions we hope you will be able to join us.

You can arrive and leave anytime. Horsham Sports Club, Cricketfield Road, Horsham RH12 1TE.

Tuesday 12th November 9.30am – 5pm approximately.

- Ni4H Barrister will cross examine Britaniacrest's Planning Expert
- Inspector's questions/ re-examination
- Planning conditions and obligations – round table discussion

Wednesday 13th November from 9.30am: Closing Statements



www.ni4H.org

No Incinerator 4 Horsham Community Group

**Petition to
Ian Jenkins, Planning Inspector for
Appeal: APP/P3800/W/18/3218965.**

**Dismiss the appeal for planning permission for
the proposed Horsham Incinerator**

**We oppose plans to build a huge commercial and
industrial incinerator in Horsham, West Sussex, UK.**

2,237 signatures

**We respectfully request that
the appeal is dismissed.**

6 November 2019

Kind regards, Karen, on behalf of

No Incinerator 4 Horsham Community Group

- Website: ni4h.org
- Facebook: [No Incinerator 4 Horsham - Appeal Campaign](https://www.facebook.com/NoIncinerator4Horsham)
- Twitter: [@4Horsham](https://twitter.com/4Horsham)
- Petition: <http://chng.it/CMVhnsRbwp>

If you no longer wish to receive our emails please send an UNSUBSCRIBE email to:
NoIncinerator4Horsham@gmail.com

13.11.2019 Email from Horsham District Council

Recycling and waste news for the Horsham District

New ID system at Household Waste Recycling Sites starts December 1

From December 1 you will need to bring one form of identification when you visit the West Sussex County Council Household Waste Recycling Sites. This can be:

- A current driving licence
- TV licence
- Council Tax or utility bill from the last year

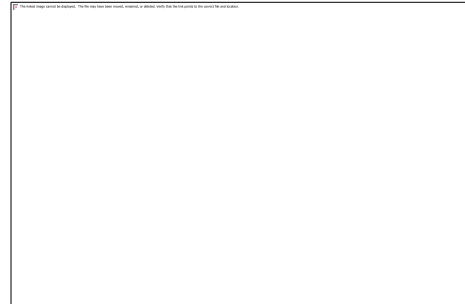
Surveys have shown that on average one in ten people using HWRS closest to the county borders live outside of West Sussex. This system is designed to ensure the use of the Household Waste Recycling Sites is limited to West Sussex residents only.

[Find out more](#)

Tips for a low-waste Christmas

With Christmas around the corner, we're starting to think about shopping, food orders, wrapping and cards. Here are three ways you can reduce what ends up in the bin this year:

- Consider the packaging when you buy a present: plenty of gifts come loose or in recyclable packaging
- Looking for cards and wrapping? Choose recyclable versions. Simple paper wrap can be recycled but foil or glitter-decorated paper cannot
- Consider buying rechargeable batteries for kids' toys. The energy needed to manufacture a battery is 50 times more than the energy it gives out

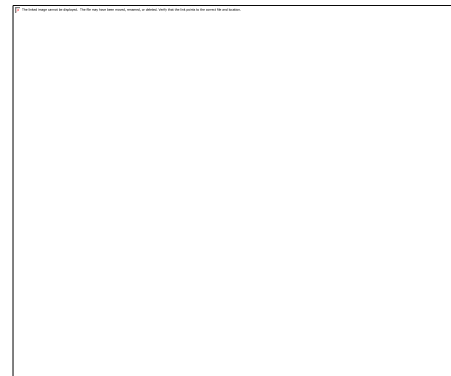


[More ideas on Recycle Now](#)

How we help our residents to recycle more

It might not be the most glamorous job in the world, but conducting waste audits is a great way for us to help our residents recycle more. We carry out our audits before allocating larger household bins.

Everything in this picture was found in a household waste bin, and it could all be recycled. This accounted for 30% of the bin's contents. We're committed to increasing recycling rates and reducing waste.



[Tips to recycle more](#)



14.11.2019 Email from AirS
Social Media Workshop

VILLAGE HALLS & COMMUNITY BUILDINGS BULLETIN

**Important news from the AirS Village Halls & Community Buildings
Advisory Service**

November 2019

**MASTERING SOCIAL
MEDIA WORKSHOPS
BY DIGITAL FIREFLY**

Tuesday 10th December 2019
6.30pm - 8.30pm
Pulborough Village Hall

Wednesday 22nd January 2020
6.30pm - 8.30pm
Battle Memorial Hall

To book a place or for more details
please email
villagehalls@ruralsussex.org.uk

£24 per person for AirS Subscribers
£30 per person for Non- Subscribers

Action in rural Sussex DIGITAL FIREFLY

Social Media Training Designed Specifically for Community Groups

AirS has partnered up with Brighton-based digital marketing agency, [Digital Firefly](#) to offer two social media workshops. These 2hr workshops have been designed specifically for village halls and community buildings.

Session overview:

This session will introduce the main differences and benefits of each major social media platforms and help you understand how to use them.

We'll discuss the current state of social media marketing and the principles to follow in order to see success from your social media strategies, from explaining what metrics are and choosing the right ones to measure to creating content and engaging audiences.

This session is suitable for any community group or organisation looking to learn more about using social media to see real life results.

By the end of the session you'll have a better grasp of social media and how to use it to your benefit and the benefit of your communities and audiences.

Tuesday 10th December 2019

6.30pm – 8.30pm

Pulborough Village Hall, Swan View, Pulborough RH20 2BF

Wednesday 22nd January 2020

6.30pm – 8.30pm

Battle Memorial Hall, 81 High St, Battle TN33 0AQ

Prices:

£24 per person for AirS Subscribers

£30 per person for Non-Subscribers

For more information, please email villagehalls@ruralsussex.org.uk

**15.11.2019 Email from NALC
Chief Executives Bulletin**

NALC writes to political party leaders

NALC's chairman, Cllr Sue Baxter, has written an open letter to political party leaders calling for their General Election manifestos to empower communities. Sue's letter also offers three asks – set out in more detail in our Prospectus for Ultra-Localism which we attached – of the

political parties to help build strong, thriving and resilient communities. You can read more in our news story here. But we need your help too! I'd be really grateful if county associations and local (parish and town) councils could send our letter to candidates standing for election, and for you to call for their support and to engage with you during the next Parliament. If you need any help with this please drop a line to policycomms@nalc.gov.uk

Get involved in #OurDay next week

As you know, promoting the brilliant work of our councils is an important part of our work, and I want to again appeal to you to get involved in this year's #OurDay on 19 November. #OurDay is an annual social media marathon organised by the Local Government Association (LGA) and gives everyone who works or volunteers in public services – including our councils and county associations – the chance to highlight how they improve the quality of life of their residents. I'd really like to see as many councillors, clerks, council and county association staff as possible getting involved and shouting from the rooftops about the work you are doing to benefit your communities. You can get involved by simply tweeting about what you are proud of using #OurDay and tagging [@NALC](#) and [@LGAComms](#) in your tweets. Find out more information and resources to help you via the [LGA website](#).

Out and about

Jane Moore, senior solicitor and legal services manager, attended the Warwickshire Association of Local Councils (WALC) annual conference and annual general meeting on 9 November and delivered a workshop session on standards in public life. Thank you to WALC colleagues for the invite and particularly for what I understand was a fabulous lunch in the Shire Hall!

- Our head of policy and communications, Justin Griggs, was in Birmingham for a meeting of the City Council's community governance cross-party working group on 6 November to continue to provide advice and support on the creation of new local councils.
- And Charlotte Eisenhart, head of member services, is in Hull today attending the East Riding and North Lincolnshire Local Councils Association's annual conference. The day covers a wide range of topics including risk, internal audit and civic protocols; Charlotte joined a 'question time' style panel session and delivered a workshop on the Local Council Award Scheme.

CiLCA Trainers' Forum

Member services intern Linda Hammond attended this week's CiLCA Trainers' Forum at the Radisson Blue Edwardian Hotel, London. Elisabeth Skinner and Kim Bedford from the Society of Local Council Clerks (SLCC) facilitated the event which had 17 attendees. This forum forms an integral part of the CiLCA review process. Engaging conversations took place considering each unit, the assessment process, discussions around training and administration of the qualification. Trainers also shared their experiences and insights regarding training and this will be expanded upon in a subsequent forum. The next CiLCA Trainers' Forum will be in Sheffield on 21 November.

Local Council Award Scheme National Accreditation Panel

This week Charlotte and Linda Hammond, member services intern, hosted two briefing sessions this week, via Zoom conference call, for the national accreditation pilot of the Local Council Award Scheme (LCAS). This covered what LCAS is, the criteria for the scheme, the assessment process and how the scheme benefits the sector, with qualitative feedback. Special thanks to the following panel members: Wendy Amis, Mike Deegan, Caron Ballantyne, Cllr Mike Tew, Sally Longmate, Gill Lungley, Cllr Derek Killingworth, Julie Lawes, Cllr Gladwyn Gratton and Cllr Cecilia Harper. [Find out more about the Local Council Award Scheme](#) and look out for our promotional campaign.

Smaller Councils Committee elections

Voting has opened for elections to our Smaller Councils Committee, so can I urge all smaller councils (with an electorate under 6,000) to have their say and vote for the three candidates they want to represent the interests of smaller councils at a national level – information on candidates and the link to vote is [here](#), deadline is 17.00 on Friday 13 December.

Redmond Review into local government audit

The [Redmond Review](#) into local government audit has extended its consultation from 22 November to 20 December. NALC is currently shaping its response, so if you haven't already completed the online NALC survey please do so [here](#). We are specifically now looking for examples and information on how local councils handle their audit reports when they receive them such as reporting to council and committees, communicating with local people and addressing points picked up by the auditor – so please e-mail examples to claire.goldfinch@nalc.gov.uk as soon as you can and by 29 November.

And finally...

Following the visit by Her Royal Highness The Princess Royal, to our recent Annual Conference, Sue has received a lovely letter from the Palace thanking her for the warm welcome and sending her best wishes. The letter also says Her Royal Highness was “delighted to have the opportunity to join you at the NALC Annual Conference to meet everyone involved. It was very interesting and informative morning, the quiz was certainly very entertaining and taxing!”. The quiz was during the interactive workshop on transport planning where The Princess took part in some group work with Sue and the Lord Lieutenant!