



## RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 10<sup>th</sup> February 2020 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

**Present:** Councillors D Buckley (Chairman), P Thompson (Vice-Chairman), A Gormley, A Haynes, S Kornicky, W Manson, and co-opted councillor Susan Wightman.

**Also, in attendance:** Parish Clerk Jonna Foote and nine members of the public.

FC196-19/20

### **Chairman's announcements**

The Chairman made the following announcements, these were received and **agreed to be noted:**

- News had been received of the passing away of Mr Mike Weeds and Mr Peter Graham, both of who served as councillors on the Rudgwick Parish Council in the past and the Chairman, on behalf of the Council, passed on condolences to the families and friends of the deceased;
- Village Hall Day 25<sup>th</sup> January 2020 - The Chairman thanked all those that participated in the event which can be considered to have been a success;
- Councillor Training – recently three councillors and the clerk attended Horsham District Council (HDC) “Code of Conduct” training and the Chairman proposed to run an internal training event on Rudgwick Parish Council; which, although relatively small in area, is large regarding its responsibilities due to the high number of facilities;
- If the public and/or councillors wish for items to be considered for inclusion on the agenda for a meeting, information is to be submitted to the Clerk seven clear working days before the date of the meeting.

FC197-19/20

### **Apologies for Absence**

Apologies from Horsham District Councillor/Rudgwick Parish Councillor Richard Landeryou, Cllrs Ellis and Maclachlan were received and **agreed to be noted.**

FC198-19/20

### **Declarations of Interest**

A Declaration of Interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct was made by Cllr Kornicky, regarding agenda item FC214-19/20 (Rudgwick Youth Centre lease). This was **agreed to be noted.**

FC199-19/20

### **Minutes of Council Meeting of 13<sup>th</sup> January 2020** (Minutes on Rudgwick Parish Website)

It was **resolved to approve** [Minutes](#) as an accurate record of the council meeting held on 13<sup>th</sup> January 2020 and for the chairman to sign these.

FC200-19/20

### **Co-option of new councillor**

It was **resolved** to co-opt Mrs Susan Wightman as Councillor, proposed by Cllr Buckley seconded by Cllr Manson and unanimously agreed. The Councillor signed the Declaration of Acceptance of Office after which she took her seat on the council.

FC201-19/20

### **District and County Councillors Reports**

County Cllr Mitchell had not yet arrived, and the Chairman moved onto agenda item 202-19/20. When County Councillor Mitchell arrived a little later, he apologised for his late arrival due to having attended another meeting. He subsequently reported the following after agenda item 202 19/20 was concluded.

The budget, with the already mentioned core council tax increase of 1.99% with an additional 2% specifically for Adult Social Care, is to be approved by full Council on 14 February 2020.

With regards to Sussex Police, County Cllr Mitchell reported that Her Majesty’s Inspectorate of Constabulary and Fire and Rescue Services has published its “Police Effectiveness, Efficiency, and Legitimacy 2018/19” inspection report of Sussex Police.

The report noted that the police force requires improvement in protecting the vulnerable (a part of Effectiveness, overall Good), and in meeting demands (a part of Efficiency, overall Requires Improvement). The Sussex Police & Crime Commissioner had welcomed the report and with the additional police presence (some already in place) actions have already been taken to make Sussex an even safer place.

There were no questions from the public/councillors and the Chairman took the opportunity to thank District Councillor Mitchell for his support.

FC202-19/20

**Public Speaking Session**

Four members of the public (three of these Cox Green residents) commented on planning application DC/20/0209 (see applications for consideration) of which two were providing clarification on the planning application, the quality of the build, a “re-incarnation” of an oak framed house based on medieval construction principles, in depth tree report that had been submitted to HDC, obscure glass in the windows overlooking the adjacent property, the pre-application report received by the applicant. Two Cox Green residents expressed their concern regarding the building’s vicinity to the neighbouring property, there being four windows overlooking the neighbouring property, the location of the access road, non-adherence (mock Tudor) to the Rudgwick Parish Design specifications, the driveway crossing countryside land, lack of planning for a garage and that this may be requested in the future on land outside the build-up area boundary.

FC203-19/20

**Planning**

To report on:

- i) Current Planning Applications were **resolved** unanimously and agreed to be **noted** for comment to Horsham District Council (HDC).

<b>Applications for consideration at Rudgwick Parish Council Meeting 10<sup>th</sup> February 2020</b>				
<b>Application No</b>	<b>Applicant</b>	<b>Reason for Application</b>	<b>Recommendation</b>	<b>Official Resp. Date</b>
<a href="#">DC/20/0138</a> 23.01.2020	The Homestead, Loxwood Road, Rudgwick	Removal of condition 3 to previously approved application RW/34/75 (House and garage for farm worker.) Relating to the removal of agricultural occupancy to house	<b>No objection</b>	<b>13.02.2020</b>
<a href="#">DC/20/0127</a> 23.01.2020	4 Mill Cottages, Naldretts Lane, Rudgwick	Erection of a single storey rear extension	<b>No objection</b>	<b>13.02.2020</b>
<a href="#">DC/20/0209</a>	Oakfield, Cox Green, Rudgwick	Demolition of existing detached garage and outbuilding. Erection of a detached two storey dwelling with associated landscaping, parking and the creation of new access	<b>Objection with the following details (see below)</b>	<b>Not available</b>

DC/20/0209 – Objection with the following details:

- Windows overlooking the neighbouring property have obscure glass, however with two of these being bedroom windows that could be opened resulting in loss of privacy.
  - The Council requires a full tree report as the one available on the website at time of meeting provided insufficient detail and there is a concern regarding tree root protection area/new driveway location
  - Removal of future permitted development rights
  - Building design to be compliant with Rudgwick Design Statement (statutory document)
  - Size/scale of house being too large for the available plot
- ii) Planning Applications [comments](#) made by Rudgwick Parish Council Planning Committee to HDC under delegated powers were **agreed to be noted**.
- iii) [Schedule of Planning Decisions](#) made by HDC in respect of previous applications was **agreed to be noted**.
- iv) It was **agreed to note** that there were no appeal notices or decisions.
- v) It was **agreed to note** [enforcements](#) made by HDC.
- vi) It was **agreed to note** [planning applications](#) considered at Planning Committee North.

FC204-19/20

#### **Correspondence Update**

It was **agreed to note** correspondence update.

- [Letter](#) to HDC/WSCC  
Both HDC/WSCC have confirmed that Rudgwick Parish Council will be consulted regarding S106 funds/WSCC Highway projects.  
The Chairman thanked the S106 group for their work.
- [Letter](#) to Mount Green Housing Association  
[Reply](#) from Mount Green Housing Association addressing concerns raised  
Mount Green Housing Association contact addresses have been added to Rudgwick Community Safety and Emergency Plan/Rudgwick Community Safety and Emergency Plan contact numbers to those of Hawkrigde/Mount Green Housing Association.  
It was emphasised again that Hawkrigde provided sheltered housing only.
- [Letter](#) to UK Power  
Verbal confirmation of the following:
  - Hawkrigde Housing Association to be included on vulnerable people list;
  - Rudgwick Parish Council emergency contacts to be held by area field engineer;
  - Call Centre to hold details – information linked to area postcode.

FC205-19/20

#### **Clerk's announcements/decisions**

Clerk's announcements/decision (period 7<sup>th</sup> January – 2<sup>nd</sup> February 2020)/ information below were received and **agreed to be noted**:

- WSCC Watershed funding will most likely be available in 2020/21 but it is doubtful that funding can be applied for, as clearing of the ditch is the responsibility of the council, it affects an area (behind the KGV building) that does not include residential dwellings;
- Valens Water Safety training attended and action plan starting to be addressed.

FC206-19/20

#### **Parish Council representatives on outside Organisations**

It was **agreed to note** the reports/ information received:

Barleycroft Liaison Group Meeting [Report](#) 14th January 2020;  
(It has been told that the first affordable housing dwelling will be occupied from 3<sup>rd</sup> March 2020.)  
Rudgwick Youth Centre Group Meeting [Report](#) 27th January 2020;  
HALC Meeting 27<sup>th</sup> January 2020 [minutes](#) and [letter](#).

FC207-19/20

#### **Finance**

Payments made/received/ Detailed Receipts & Payments by budget heading/Bank Reconciliation Lloyds Accounts/Monthly Bank Reconciliation were received. These had been signed by the Chair of the Finance, Policies and Human Resources Committee prior to the meeting and **agreed to be noted**.

It was unanimously **resolved to approve** payments to be made, proposed by Cllr Thompson seconded by Cllr Manson.

- [Payments made/received](#);
- [Detailed Receipts & Payments](#) by budget heading December;
- Bank Reconciliations: Lloyds: [Business](#), [KGV](#), [Deed](#) and [NS&I](#) Accounts;
- [Monthly Bank Reconciliation](#);
- [Payments to be made](#).

FC208-19/20

#### **Water compliance**

It was unanimously **resolved** to address the immediate actions ([report](#)) as recommended in the Valens Water Ltd risk assessments up to a sum of £4,000 plus VAT, funds from General Maintenance/ Earmarked Reserves. It was unanimously **resolved** for the Chairman, Mr D Buckley to be the named statutory site holder, with the Clerk, Mrs J Foote the nominated responsible person. The Clerk will be responsible for ensuring actions are taken/processes are in place. However, if the council were to refuse to resolve recommendations made in a report against the clerk's advice, liability passes to the Council. Proposed by Cllr Manson seconded by Cllr Gormley.

FC209-19/20

#### **GDPR**

It was unanimously **resolved** that the [Information & Data Protection policy](#) was appropriate. However, it is to be ensured that the policy should always be referred to before disclosing personal information.

FC210-19/20

#### **Allotments**

It was unanimously **agreed** for the item to be included on the Annual Parish Meeting agenda to ascertain current demand.

FC211-19/20

#### **Rudgwick Neighbourhood Plan update**

Information was received and **agreed to be noted**, with expenditure **resolved**.

- Two councillors attended a recent HDC workshop, where site allocation, size of proposed developments was discussed. There were some large economy of scale projects (sites of 1,000 dwellings or more) that attract large infrastructure provision There were also smaller sites (20 dwellings or more) of which two were in Rudgwick. Councils are to be invited to respond to the HDC Local Plan Consultation and Cllr Thompson offered to formulate an outline with the key issues as a starting point for the Council's response. He indicated that the Neighbourhood Plan Steering Group would not have the resources to address the development of RPC response to HDC.
- Current status of comments on Rudgwick Neighbourhood Plan Consultation: 50-60 responses have been received of which 20 used the online survey. Overall the vast majority support the plan. The Steering Committee meets on a weekly basis. Adhesive stickers will be placed on the banners alerting parishioners of the deadline (17<sup>th</sup> February) for submitting comments.

