

# Rudgwick Parish Council

## Weekly Clerk's Update: 26 October – 1 November 2020 (Agenda November 2020)

To: Parish Councillors

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

From: Jonna Foote

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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)
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### Clerk's announcements/delegated decisions:

**GENERAL REMINDER:** Please note that due to the COVID-19 pandemic, Parish Office staff are working their regular hours but not always in the office. If you wish to speak face to face to a member of staff, please contact the Clerk on 07927 702321 during her office working hours (Monday – Wednesday 9.30 – 15.30).

- Updating signatories
- TMS resolved lighting problems in Rudgwick Hall
- Interim Internal Audit Completed
- New defibrillator installed in old telephone box Tisman's Common
- Jonna's farewell

### New Applications (Delegated Decision)

**New Planning Applications for consideration by Delegated Decision and noting at the Rudgwick Parish Council Meeting 09.11.2020**

Application No	Applicant	Reason for Application	Recommendation	Response Date

### New Applications

For discussion at Rudgwick Parish Council Meeting 09.11.2020				
Application No	Applicant	Reason for Application	Recommendation	Response Date
<a href="#">DISC/20/0221</a> 26.10.2020	Hall House, The Haven, Billingshurst	Approval of details reserved by condition 3a and b to approved application DC/17/2598		<b>16.11.2020</b>
<a href="#">NC/20/0027</a> 23.10.2020 (WSCC/050/20)	Rudgwick Brickworks, Lynwick Street, Rudgwick	Variation of conditions of planning permission WSCC/040/19/RW for an extension in time to complete infill and restoration and alterations to the approved scheme		<b>18.11.2020</b>
<a href="#">NC/20/0028</a> 23.10.2020 (WSCC/051/20)	Rudgwick Brickworks, Lynwick Street, Rudgwick	Variation of planning permission WSCC/004/19/RW for an extension in time to complete the approved remodelling of the landform and subsequent restoration scheme		<b>18.11.2020</b>

### Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting 09.11.2020				
Application No	Applicant	Reason for Application	RPC Recommendation	HDC Decision
<a href="#">DC/20/1572</a>	Heathers Farm, The Haven, Billingshurst	Change of use of existing stables and land to commercial livery. Erection of a horse walker.	No objection	<b>Permitted</b>
<a href="#">DC/20/1708</a>	Church Cottage, Church Street, Rudgwick	Fell 1 x small garden tree (species unknown) (Works to Trees in a Conservation Area)	No objection	<b>Permitted</b>

### Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 09.11.2020				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
		none		

### Appeals Lodged / Appeals Decided

Appeals Lodged / Appeals Decided – Rudgwick Parish Council Meeting 09.11.2020				

Application No	Applicant	Reason for Application	RPC Recommendation	Public Inquiry/Written Representation
APP/Z3825/W/20/325761 <a href="#">(DC/20/0257)</a>	Smithers Farm, Guildford Road, Rudgwick	Erection of a two storey dwelling and change of use of existing dwelling to estate office	Objection	Written Representation

### Enforcement Numbers

Enforcement Numbers – Rudgwick Parish Council Meeting 9 <sup>th</sup> November 2020	
EN/20/0508	Alleged; construction of a garden workshop higher than the permitted 4m 8 Buckhurst Cottage, Tismans Common

### Correspondence/communications from parishioners / to the Council

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### Emails/correspondence from external organisations/people

#### 26.10.2020 From Age UK Rural Development Update

I updated you last week with the news that Nicky Fuller is leaving, so I wanted to ensure that I keep you all up to date with what is happening at Age UK, Horsham Locality as we look to recruit a new Rural Development Outreach Worker and expand the work that we do across Horsham District.

As Development Manager at Age UK in Horsham, my focus and time is divided as follows; around 30% focus on Lavinia House and 70% focus on Horsham District, which is a significant change from previously when everything was much more based around our centre in Horsham. The Rural Development Outreach Worker and our Village Agents are key to helping us achieve this, so we are looking to recruit Nicky's replacement as soon as possible.

Our primary focus is to reach as many older people as we can across the Horsham district through collaboration with other organisations, working in partnership where we can and adding value to services that are already in place. Now that we have successfully reopened Lavinia House, we are pulling together a variety of resources, ideas and support that we would like to share with older people across the Horsham district as we go into winter, a time that we know is often difficult and lonely for older people and we need your help to do this.

If you are interested in finding out more about what we are looking to do and would like to collaborate with us, please do get in touch. I have some exciting partnership news to share with you this week, so watch this space!

Take care and stay safe 😊

Very best wishes, Stacey

Stacey Cullen, Development Manager, Age UK West Sussex, Brighton & Hove  
Lavinia House, Dukes Square, Horsham, West Sussex RH12 1GZ

27.10.2020 Email from HDC

Business: Buy Local campaign | Employment and job support | Face coverings and visors in close contact businesses | Christmas marketing campaign | The UK transition from the EU

# Business support and information

From Horsham District Council

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*Timestamp: 27 October 2020*

## Get involved with the Buy Local campaign

We're launching a new campaign, Buy Local, to encourage residents to support local businesses by buying local where possible, while also helping local businesses who have continued to work tirelessly throughout the lockdown to deliver vital services.

Follow the button below to find out about the initiatives that you can get involved over the coming months.

[Get involved](#)



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## Face coverings and visors in close contact businesses

If you own, or work in, a close contact business, such as a hairdressers, barbers, tattooists or sports and massage therapists, you must wear both a face covering and a visor to help protect customers from the transmission of COVID-19.

[Visit the GOV.UK website for face covering exemptions.](#)

[For full guidance about working safely in close contact services visit the GOV.UK website.](#)



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## Employment and job support

### Government Kickstart Scheme

The [Government's Kickstart scheme](#) has been launched and employers are starting to offer up placements for young people across the country. The Council is not currently able to offer placements itself, but is working with the local Jobcentre Plus in offering support to local businesses with opportunities.



The Kickstart scheme is designed to provide young people (16-24) 6 month paid placements in newly created roles, with the Government footing the wage costs for that period. There is additional funding to support training.

[Find out more](#)

### Employment support for residents

The Council is keen to provide advice and guidance to as many unemployed local people as possible and currently operate the [Journey to Work](#) and [WISH](#) support schemes for anyone who needs support.

### Coming soon: Y-WISH youth employment support hub

The Council has also been provided with some funding to set up a Youth Employment Support Hub, to be called Y-WISH, for any young people in the District needing help finding work.

### We need your help

All our projects need employer engagement to be successful. If you are an employer who can support with jobs, apprenticeships, Kickstart placements or any other work-related opportunities (Volunteering and Work experience), or you can offer mentoring or advice to jobseekers, please [email Leigh Chambers](#) or call 01403 215264.

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## Christmas marketing campaign for hospitality and tourism businesses

Experience West Sussex are launching a new campaign to support hard-hit hospitality and tourism businesses in the run up to Christmas. Join The Big West Sussex Christmas Spree

#ShopSussex by sharing your festive offers, images and videos by email [getinvolved@experiencewestsussex.com](mailto:getinvolved@experiencewestsussex.com).

They will be added to a new website section with a gallery of the finest West Sussex products from food and drink, to arts and crafts, tourism attraction tickets, vouchers, bookable experiences, creative courses, great accommodation offers and county-wide shopping events and craft markets (subject to guidelines).

More information will be available on the Experience West Sussex website soon.

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## The UK transition from the EU. Is your business ready?

There are new rules for businesses and citizens from 1 January 2021.

The UK is leaving the EU single market and customs union, and the end of the transition period will affect citizens, businesses, as well as travel to and from the EU.

The Government have made a useful tool to help you get personalised advice for your situation. For example, the tool can help if you employ people from the EU, exchange personal data with another organisation in Europe or bring in goods from EU countries.



[Start now](#)

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## Webinars and training

VisitBritain are continuing their business recovery webinar series. You can also watch recordings of previous webinars so you won't miss a thing!

- 'Destination marketing in the new normal' **5 November**
- 'Micro-businesses – building towards recovery' **24 November**
- 'We're Good to Go - what we've learnt and what's next' **26 November**
- 'Content creation' **8 December**

[Book spaces](#)

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**27.10.2020 Email from HDC**

**Latest news: 'Remember at home' on Remembrance Sunday | New play area for Horsham Park | Spook safely this Halloween | Meet your Neighbourhood Wardens | Storrington residents and store support vulnerable people**



# Latest news



and information

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## 'Remember at home' on Remembrance Sunday this year

The Council is following government guidelines and urging the public to pay tribute to the fallen by staying at home this year.

For the first time the public annual Remembrance Sunday service in Horsham's Carfax to honour those who gave their lives will not take place.

A small representation will take part in a socially distanced, closed wreath laying ceremony which will be shared with the public on 11 November on the Council's website and social media channels.



[Read more](#)

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## New play area for Horsham Park

An exciting new play area for Horsham Park was put through its paces as pupils from Kingslea Primary School enjoyed the chance to test out the new adventure trail and play equipment last week.

The new improved play facilities, aimed primarily at eight to 11 year olds, are part of an upgraded development by the Council which opened on 24 October just before the half-term school holidays.



[Read more](#)

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## Spook safely this Halloween



Following government guidelines, the Council is encouraging people to celebrate Halloween safely this year, helping to save lives by preventing the spread of the coronavirus.

Many Halloween traditions such as trick or treating carry a risk. This Halloween, please stick to a safer way of having fun. Rather than going out to different households, think about marking Halloween by hosting safer parties indoors.

Visit our website using the button below for loads of safe Halloween activities to enjoy.



[Safe Halloween activities](#)

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## Meet your Neighbourhood Wardens

Based within the community, your neighbourhood wardens work to improve the quality of life for everyone and promote community cohesion and resilience.

Watch our new video to find out more about the work they to do help support your communities.



[Watch video](#)

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## Storrington residents and store help local vulnerable in need

After the Storrington Community Hub was set up during the COVID-19 lockdown, it became evident that there were local residents who wished to donate money to support other Storrington residents in need.

Read more about how the Storrington Community Hub, Storrington & Sullington Community Partnership, the local Waitrose store and Storrington-based Neighbourhood Wardens raised a total of £750 in Waitrose vouchers that will be distributed locally to the vulnerable in need.



[Read more](#)



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*Stay connected*



Parkside, Chart Way, Horsham,  
West Sussex,  
RH12 1RL



Horsham  
District  
Council

**29.10.2020 Email from Chichester District Council Democratic Services  
Tree Preservation Order**

Chichester District Council



Democratic Services  
01243 534655

democraticservices@chichester.gov.uk

Our ref: TCP-19-005271

Your ref: LX-20-00275-TPO

28 October 2020

Dear Sir/Madam

**Tree Preservation Order - Woodland North of Barnsfold Cottage, Station Road, Loxwood, Billingshurst, West Sussex, RH14 ORW**

I enclose a copy of the above Tree Preservation Order which was served on 22 October and comes into force immediately. The Order and accompanying Notice have been served upon:

Mr P Foulger of Fritchfold Farm, Vicarage Hill, Loxwood, West Sussex, RH14 ORH  
The Wey & Arun Canal Trust Limited, The Granary, Fritchfold Farm, Vicarage Hill, Loxwood, West Sussex, RH14 ORH

Mr C Woodage, Pancake Cottage, Station Road, Loxwood, Billingshurst, RH14 OSJ

Mr T Harrison, Mr C Harrison, Mr D Harrison, The Estate Office, Pallinghurst Farm, Rudgwick, West Sussex, RH12 3BQ

HSBC UK BANK PLC (Co. Regn. No. 9928412), Securities Processing Centre, P.O. Box 6304, Coventry, CV3 9JY

Mr A Danhash, 2 Oxshott Rise, Cobham, Surrey, KT11 2RN

Mr N Danhash, Junecroft, 6 Orchard Way, Esher, Surrey, KT10 9DY

Ms N Danish, Flat 2, Staplands Manor, 23 Oatlands Chase, Weybridge, Surrey, KT13 9RW

Mr M Shafer, 19 Queensway, Frimley Green, Camberley, Surrey, GU16 6QB

Mr D Trafford & Ms S Trafford, Tismans, Rudgwick, West Sussex, RH12 3BL

Mr D Trafford, Tismans, Rudgwick, West Sussex, RH12 3BL

Mr B Trafford & Ms A Trafford, Tismans, Rudgwick, West Sussex, RH12 3BL

Mr O Bell and Ms K Bell, Pepperbox House, Bramley, Guildford, GU5 0LN

If your Council wishes to make any comments or observations about this Order, please send them to me by 5.00 pm on 25 November 2020.

Mr A Frost

Director of Planning and Environment

**East Pallant House, 1 East Pallant, Chichester, West Sussex PO19 1TY**

**Telephone: (01243) 785166 Fax: (01243) 776766 [www.chichester.gov.uk](http://www.chichester.gov.uk)**

**Office opening hours at East Pallant House are: Monday - Thursday 8.45am - 5.10pm, Friday 8.45am - 5pm**

**TOWN AND COUNTRY PLANNING ACT 1990  
THE TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND)  
REGULATIONS 2012**

**Woodland North Of Barnsfold Cottage, Station Road, Loxwood, Billingshurst, West Sussex, RH14 ORW  
Tree Preservation Order 2020**

The **Chichester District Council**, in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

## **Citation**

1. This Order may be cited as **Woodland North Of Barnsfold Cottage, Station Road, Loxwood, Billingshurst, West Sussex, RH14 ORW Tree Preservation Order 2020.**

## **Interpretation**

2. - (1) In this Order “the authority” means the **Chichester District Council**  
(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in The Town and Country Planning (Tree Preservation) (England) Regulations 2012.

## **Effect**

3. - (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.  
(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall -  
(a) cut down, top, lop, uproot, wilfully damage or wilfully destroy; or  
(b) cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction of,

any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

## **Application to trees to be planted pursuant to a condition**

4. In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 22<sup>nd</sup> day of **October 2020**

The Common Seal of the **Chichester District Council** affixed  
in the presence of -

**CONFIRMATION OF ORDER**

was hereunto

This Order was confirmed by the



without modification on the day of  
**OR**

This Order was confirmed by the subject to the modifications indicated by on the day of

Authorised by the Council to sign in that behalf

**DECISION NOT TO CONFIRM ORDER**

**A decision not to confirm this Order was taken by on the day of**

Authorised by the Council to sign in that behalf

**VARIATION OF ORDER**

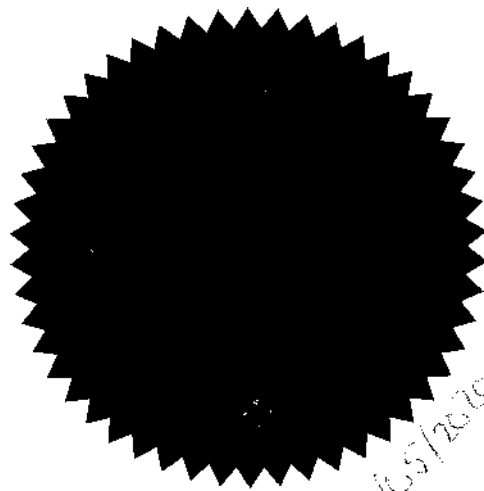
This Order was varied by the  
on the day of by a variation order under the reference number  
a copy of which is attached.

Authorised by the Council to sign in that behalf

**REVOCATION OF ORDER**

This Order was revoked by the  
on the day of under the reference number

Authorised by the Council to sign in that behalf



30.10.2020 Email from HDC

Thursday, 29th October, 2020, 10.50 am - Minutes published: Meeting of Wednesday, 14th October, 2020 6.00 pm, Council



Horsham  
District  
Council

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## Council and cabinet meetings

Agendas, minutes and publications

[Thursday, 29th October, 2020, 10.50 am - Minutes published: Meeting of Wednesday, 14th October, 2020 6.00 pm, Council.](#)

This item matches your subscribed committee "Council"

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Parkside, Chart Way, Horsham,  
West Sussex,  
RH12 1RL



Horsham  
District  
Council

30.10.2020 Email from West Sussex 4 Community



**West Sussex 4 Community**  
**User Survey**

Dear Jonna Foote,



Are you benefiting from using West Sussex 4 Community?

We want to know if our service is helping you to find funding. Complete our quick survey (only 5 questions) and let us know about your experiences.

Please note if you are not already logged into the portal, you will need to login to access the survey.

[Click HERE to take part now](#)

Thank you,  
The West Sussex 4 Community team

### **30.10.2020 Email from HDC Horsham District Council Statement of Community Involvement (SCI) 2020**

Dear Sir/Madam

I am writing to advise that Horsham District Council formally adopted the Statement of Community Involvement (SCI) on 24 September 2020.

A copy of the SCI and the Adoption Statement are available to view on our website:

<https://www.horsham.gov.uk/planning/planning-policy/statement-of-community-involvement>

If you have any queries in relation to this please do not hesitate to contact a member of the Strategic Planning Team on 01403 215398 or [strategic.planning@horsham.gov.uk](mailto:strategic.planning@horsham.gov.uk)

Kind regards

**Strategic Planning Team**

**Telephone:** 01403 215398

**Email:** [strategic.planning@horsham.gov.uk](mailto:strategic.planning@horsham.gov.uk)



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**Horsham District Council, Parkside, Chart Way, Horsham, West Sussex RH12 1RL**

Telephone: 01403 215100 (calls may be recorded) [www.horsham.gov.uk](http://www.horsham.gov.uk) Chief Executive: Glen Chipp

### **30.10.2020 Email from HDC Horsham District Council response to the Planning White Paper**

Blind copied to all Parish Council Chairs and Clerks)

Dear Parish Chairs and Clerks

We would like to inform you that Horsham District Council has responded to the Government's 'Planning for the Future' White Paper that has recently been consulted upon. We have also been party to a joint response submitted by the West Sussex and Greater Brighton Strategic Planning Board.

You can view and download HDC's response from our website,

<https://www.horsham.gov.uk/planning/planning-policy/responses-to-government-planning-consultations>

We hope you find our response interesting and useful.

Kind regards



## Strategic Planning

Telephone: 01403 215398

Email: [strategic.planning@horsham.gov.uk](mailto:strategic.planning@horsham.gov.uk)



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**Horsham District Council, Parkside, Chart Way, Horsham, West Sussex RH12 1RL**

Telephone: 01403 215100 (calls may be recorded) [www.horsham.gov.uk](http://www.horsham.gov.uk) Chief Executive: Glen Chipp

**30.10.2020 Email from HALC  
HALC Minutes**

Horsham Association of Local Councils  
Chairman: Mr Terry Oliver  
Tel: 07817 289540  
Email: horshamalc@gmail.com

**Minutes of the Annual Meeting of HDC and HALC  
Wednesday 21 October 2020  
Via Goto Meeting 7.00pm**

**1. Attendance and Apologies for Absence**

<b>Those Present:  </b>			
<b>Horsham District Council</b>			
Kate Rowbottom	Billingshurst	Tony Rickard	Henfield
Lynn Lambert	Cowfold, Shermanbury & West	Joy Gough	North Horsham
Peter Burgess	Holbrook West	Donald Mahon	North Horsham
Diana van der	Pulborough	Pauline Whitehead	North Horsham
Alan Britten	Roffey South	Heather Cartwright	Pulborough
Claire Vickers	Southwater North	Ian Hare	Pulborough
Tim Lloyd	Stevning & Ashurst	Elaine Kipp	Pulborough
Bob Platt	Stevning & Ashurst	Paul Thompson	Rudgwick
Rav Dawe	Storrington & Washington	Ritchie Gatt	Rusper
Glenn Chipp	Chief Executive	Philip Baxter	Shiplev
Adam Chalmers	Director of Community Services	Tracey Euesden	Storrington & Sullington
Barbara Childs	Director of Place	Dick Scott Kerr	Thakeham
Jane Eaton	Director of Corporate Resources	Norman Prince	Thakeham
Catherine Howe	Head of Strategic Planning	Is Allen	Upper Beeding
<b>Neighbourhood &amp; Parish Councils</b>		Zoe Savill	Washington
Terry Kearney	Ashington	Craig Dixon	Woodmancote
Mark Knight	Ashurst	Anthony Moss	Woodmancote
Sandra Duck	Billingshurst	Beverley Bell	HALC Secretary
Ann Blakelock	Bramber		
Geoff Clark	Broadbridge Heath	<b>Apologies:</b>	
Viv Edwards	Broadbridge Heath	Jonathan Chowen	Cowfold, Shermanbury & West
Terry Oliver	Broadbridge Heath	Philip Circus	West Chiltington, Thakeham &
Stephen Davies	Colgate	Owen Hydes	Nuthurst
Donna Everest	Cowfold	Derek Moore	Southwater
Ian Botting	Denne ND	Michael Neale	Southwater
Guy Stanley	Forest NC	Graham Watkins	Southwater

Summary: 18 of the 32 Parish Councils and two of the three of the Neighbourhood Councils were represented.

**2.0 Chairman of HALC Cllr Terry Oliver**

2.1 Cllr Terry Oliver recorded his thanks to Horsham District Council for hosting this meeting which is very beneficial to both organisations.

**3.0 Leader of Horsham District Council Cllr Ray Dawe**

3.1 Cllr Ray Dawe said that Horsham District Council had worked hard to support its residents during the coronavirus pandemic. It had impacted on the Council's finances and a deficit is predicted. There may need to be compromises in the future, but it is important that County, District, Parish and Neighbourhood Councils work cooperatively and constructively through this difficult period.

3.2 He said the Council faces an almost impossible task faced with the prospect of having to find land allocations for 1,715 houses under the proposed standard housing number method in the Planning for our Future White Paper.

#### 4.0 Changes to the Planning System Consultation by Barbara Childs, HDC Director of Place

4.1 The Planning Inspector had set the target of 800 houses per annum during the public examination of the Local Plan. Under the current standard method for calculating housing numbers, this would increase to 920 houses per annum and, using the method proposed in the consultation on Changes to the Planning System, that number would increase to 1,715 houses per annum. There are issues of affordability in the south east which have impacted the government algorithm. 1,715 houses per annum is not achievable as the housing market cannot absorb this level of growth and it does not take environmental constraints into account. HDC had submitted its concerns about the proposed standard method in response to the consultation.

#### 5.0 Planning for our Future White Paper by Catherine Howe, HDC Head of Strategic Planning

5.1 HDC was very concerned that the White Paper focused too heavily on housing delivery and growth, and should be focusing more on climate change. There were concerns about the deliverability of affordable housing and infrastructure, especially as the Local Planning Authority may be required to borrow funds for infrastructure in advance of settlement from the developer.

5.2 Developers needed to be encouraged to build to the level of their current and future planning permissions.

5.3 There was a lack of clarity about the role and funding for Neighbourhood Plans.

5.4 HDC would like to see the role of local involvement in planning improved in the White Paper.

5.5 Reflecting questions in the White Paper, Catherine asked HALC members what three words they would associate with the planning system in England and several responses were submitted:

- Long-winded, effective, considered
- Complicated, bureaucratic, disconnected
- Opaque, lack of oversight, dysfunctional
- Labyrinthine, politicized, disengaged
- Undemocratic, dictatorial, inflexible
- Antiquated, opaque, open to abuse.

5.6 The Vice Chairman remarked that the White Paper was silent on the prospect of Local Authorities building homes - and asked for HDC's thoughts on that. Barbara Childs said that HDC had previously sold its Council housing stock to Saxon Weald but had recently started its own housing company for small developments. Cllr Peter Burgess wished HALC members to know that HDC was fighting the housing numbers with government, was writing about that and encouraging the support from local MPs. Cllr Claire Vickers added that HDC was making representations to everyone concerned. Not having a plan was not an option, if only because appeals against refused permissions would simply be permitted.

5.7 The Chairman thanked Barbara Childs and Catherine Howe for their presentation, appended to these minutes.

#### 6.0 Environment by Adam Chalmers, HDC Director of Community Services

6.1 HDC was aiming to reduce direct emissions as an organisation so as to become carbon-neutral by 2030 and to reduce indirect emissions in line with Government targets by 2050. The two main areas of attention were buildings and the vehicle fleet. It would also help develop a plan for the District as a whole.

6.2 HDC had established a Climate Community Fund of £40,000 per annum to support

communities to make environmental improvements.

- 6.3 There had been over £500,000 of investment in the re-wilding Horsham project, with a new officer in post this week.
- 6.4 Cllr Ray Dawe thanked Adam for his presentation and added that this ambitious programme would have cost implications that would need to be considered.
- 6.5 The slides are appended to these minutes.

7.0 Finance by Jane Eaton, HDC Director of Corporate Resources

- 7.1 Jane stated that HDC had just come through 10 years of austerity and had had to generate income from commercial ventures; HDC now owned shops, factories and offices which provided an income. The Council had lost money during the Coronavirus lockdown through loss of income at the Capitol, museum, car parks and leisure-centres. HDC had budgeted for a 1-2% recession but had seen a 20% crash this year. £5.9m income had been lost. There had been redundancies at the Capitol, the Museum and in Democratic Services.
- 7.2 HDC expected a £4.2m deficit but had managed to recover £1.1m.
- 7.3 Losses of some £3 - 4m were predicted each year for the next 3 - 4 years. Moving to carbon neutrality would further increase losses. If income does not recover HDC may need to look at its non-statutory services such as parks, open spaces, Warnham Nature Reserve and Southwater Country Park; and would be looking for efficiency savings of some £2 million throughout the same period. There would be no more large projects such as new leisure-centres.
- 7.4 HDC already has to pay to keep its money in the bank because negative interest rates are already being charged.
- 7.5 So far this year £1.7m less business rates has been collected, even after the Government's business rates relief and grants were paid to businesses.
- 7.6 The slides will be appended to the minutes.
- 8.0 Close of Annual Meeting of HDC and HALC
- 8.1 Terry Oliver thanked all the presenters and attendees and said that he appreciated the interaction; he noted that everyone was working together in the Horsham District.

Meeting closed at 8.15pm.

**Minutes of the Annual Meeting of HDC and HALC**  
**Wednesday 21 October 2020**  
**Via Goto Meeting**  
**PART TWO**

**1. Attendance and Apologies for Absence**

Those Present:			
Terry Kearney	Ashington	Paul Thomson	Rudewick
Mark Knight	Ashurst	Ritchie Gatt	Rusner
Sandra Duck	Billingshurst	Philip Baxter	Shinley
Ann Blakelock	Bramber	Tracey Fuesden	Storrington & Sullington
Geoff Clark	Broadbridge Heath	Dick Scott Kerr	Thakeham
Viv Edwards	Broadbridge Heath	Norman Prince	Thakeham
Terry Oliver	Broadbridge Heath	Is Allen	Unner Beeding
Stephen Davies	Colgate	Zoe Savill	Washington
Donna Everest	Cowfold	Craig Dixon	Woodmancote
Ian Bottine	Denne ND	Anthony Moss	Woodmancote
Guy Stanley	Forest NC	Beverley Bell	HALC Secretary
Tony Rickard	Henfield		
Iov Gough	North Horsham	Apologies:	

Donald Mahon	North Horsham	Owen Hydes	Nuthurst
Pauline	North Horsham	Derek Moore	Southwater
Heather	Pulborough	Michael Neale	Southwater
Ian Hare	Pulborough	Graham Watkins	Southwater
Elaine Kinn	Pulborough		

Summary: 18 of the 32 Parish Councils and two of the Neighbourhood Councils were represented.

## 2.0 WSALC Value for Money Project

2.1 The Chairman explained that he had received questions from six out of the 30 member Parish Councils in the Horsham district about the WSALC Value for Money project. He had requested this agenda item tonight to answer any questions from member Councils. The Chairman and Vice Chairman formed a panel to answer questions and asked the Secretary to be the moderator.

2.2 The Secretary explained that broadband issues were slowing the platform down, and given her experience attending the SLCC virtual National Conference last week, she invited member Councils to submit their questions through the chat function. The Secretary would then be able to see if there was any duplication of questions. The Secretary would call forward the questions for the panel to respond.

## 3.0 Member Questions

### 3.1 Why do we need to break away from SSA?

Will a separate organization cost?

Will there be a transparent voting system?

Terry Oliver said that the Board of WSALC, with the Value for Money Project, was looking at the cost of the services that were purchased from SSALC to see if there were other cost-effective options. In doing so, the Board was, of course, operating within the company's Articles of Association. He emphasized that the decision on what to do, if anything, once the Report on the project had been circulated, would be made by all the Member Councils of WSALC. The WSALC Board has already agreed to write to NALC and request its help to run a ballot of Member Councils. There will not be an automatic separation of WSALC from SSALC.

3.2 A member said they had not seen any documents about the project, Cllr Philip Baxter said that the WSALC Board had issued two communications to all Member Councils. The Secretary advised the Parish Councillor to ask the Clerk of that Council for a copy of the communications from WSALC. A member asked how far WSALC had progressed with the review and why the Chairman was unwilling to hold a meeting with all WSALC Members. The Chairman said that it was the WSALC Board that was the decision-making body, of which he was one member. He said that the Board would prefer to meet Council Members of WSALC locally, through its District Associations of which Horsham District was just one. The Chichester district had held three separate meetings for its three areas, and Horsham was the second District to discuss the review at one of its meetings - this. The WSALC Ltd Board had met several times recently and within the last month. The Directors had prepared a survey which will be sent to all Member Councils in the next few days, because the Board would like to know what services Member Councils have used and would wish to use. Member Councils are asked to complete the survey during a Parish Council meeting and provide the minute number for reference so that the Board can be assured that all Parish Councillors have had the opportunity to input into the survey. The independent review being conducted by Colin Copus was expected to be ready in the next 4 - 6 weeks. His report would be presented to the Board with the results of the Member survey. The Board will consider the review and survey and make its report. The independent review, survey results and Board report would then be circulated to all Member Councils. At this stage, there will be crosscounty

discussion. In early 2021, the Board will call an EGM; NALC would be asked to organize a ballot of Member Councils. Every Council would have a vote.

The Vice Chairman added that the Board also planned to send a letter to all Member Councils to answer the questions that had been asked prior to this meeting.

3.3 The Secretary observed that the panel's answers had covered the questions and, there being no further questions, closed the session.

The Chairman thanked all members for their attendance and questions and said he would be happy to answer any future questions.

Meeting closed at 8.35pm.

### **30.10.2020 Email from NALC Chief Executives Bulletin**

#### **Events, dear boy, events...**

No not the famous Harold Macmillan quote, but it's been a particularly busy week of notable events at NALC and across the country, with nearly 400 people joining our Annual General Meeting (AGM) and events on health and wellbeing, and hundreds of you responding to the government's consultation on the planning white paper...

#### **NALC AGM 2020**

Two historic firsts this week as we held our AGM virtually on 27 October, with part of it live-streamed, here are a few highlights and reflections:

- In his speech, the minister for Regional Growth and Local Government, Luke Hall MP, thanked the sector for inspirationally stepping up during pandemic, recognised the impact on council finances and restated the government's expectation for principal councils to support local councils, confirmed the government would consider extending remote meetings, remains committed to publishing a devolution and recovery white paper including an empowered role for local councils, and proposes to close a loophole on parish polls being held before May 2021. You can watch the speech again [here](#).
- I was pleased the leading local government magazine LGC covered the minister's speech quite extensively in this story [here](#).
- There was unanimous support for a statement on the planning white paper calling on the government to ensure the sector has a strong role in the planning system.
- Our **Annual Report and accounts** were approved, including the affiliation fee for 2021/22 of 7.42 pence per elector with a cap of £1,900 for larger councils

#### **Health and wellbeing series of events**

Another first for us this week was holding four events on the theme of health and wellbeing, as part of our Rebuilding Communities series of online events. We were joined by a plethora of really engaging and knowledgeable speakers offering insights and practical advice on health challenges during and beyond the pandemic, partnership working, hidden disabilities and

mental health. We'll be sharing more information next week including presentation slides and adding new resources to our dedicated [health and wellbeing webpage](#). A huge thank you to NALC's partners BHIB Councils Insurance, CCLA and Blachere Illumination, for their support, and also to Came and Company, Centre for Ageing Better, Epilepsy Society, HAGS and Parish Online, who also sponsored this week's events.

### **Launch of PM backed dementia guide**

At this morning's online event on Local Councils and Hidden Disabilities, I was thrilled that NALC, alongside the University of Plymouth, published our [Dementia-Friendly Communities guide](#). The guide has been [endorsed by the prime minister, Boris Johnson MP, in this letter](#) and encourages all local councils to implement dementia-friendly practises. It is fantastic to see that the good work of our councils has been supported by the prime minister and I look forward to seeing the legacy of this guide in caring for the most vulnerable in our community! You can also read more in our news story [here](#).

### **NALC responds to planning white paper**

This week we [urged the government to keep communities at the heart of planning](#) in our response to the consultation on the white paper. We argued that the current proposals would result in a democratic deficit in planning and would not tackle the key issue of housing supply, leading to a slow-down in the delivery of more housing. However, there are some points in the white that NALC does welcome, including the need to strengthen neighbourhood planning and to put more emphasis on building design. Thank you to everyone who responded to our own consultation which helped us develop our own response.

### **County officer's forum**

I was delighted to join the county officer's forum for part of their meeting on 28 October, whose agenda included a presentation from our partners CCLA, borrowing, CiLCA training, finance and VAT.

### **October Tree Charter newsletter**

The theme of [October's Tree Charter Newsletter](#) is biodiversity, with our stories focussing on how Hassocks Parish Council, Lyndhurst Parish Council and Matlock Town Council are planning ahead to protect their communities from climate change and safeguard their green spaces. Do let us know what you are doing to protect trees and woodland at [policycomms@nalc.gov.uk](mailto:policycomms@nalc.gov.uk).

### **New neighbourhood planning research**

My top long-read this week was the long-awaited report on [The Impacts of Neighbourhood Planning](#) by the University of Reading. Conducted between September 2019 and March 2020, this extensive research project surveyed councils, consultants, the development industry, as well as both communities who have completed a neighbourhood plan and those who have struggled to complete their Plan. Its findings are organised by six research objectives: development impacts and housing supply, other development impacts (including quality of development), decision-making and investment, community attitudes and engagement, the influence of geography, success factors and common barriers. I was struck by the fact that less than 10% of designated neighbourhood areas are forum-led, in unparished as well as urban



areas, and the majority of planning authority areas with no neighbourhood planning activity is in urban areas. As we told the housing minister at a recent roundtable event, in order to extend neighbourhood planning it needs strengthening and plans protecting, and by setting up new local councils everywhere!

### Standards consultation

The Committee on Standards in Public Life has issued a new [consultation](#) (login required) as part of its review into the institutions, processes and structures in place to support high standards of conduct. We will be building on our previous submissions to the Committee and responding, so please let us know your views to [policy.comms@nalc.gov.uk](mailto:policy.comms@nalc.gov.uk) by 4 December.

### And finally...

Next week sees the reintroduction of the Environment Bill to Parliament for its Committee stage in the House of Commons. We've briefed Parliamentarians on the part an increasing number of you are playing to tackle the climate emergency and create a greener, more environmentally friendly and sustainable communities. We also call for the Bill to be more community-friendly through a role for councils in Local Nature Recovery Partnerships and with new powers and funding.

## 31.10.2020 Email from West Sussex 4 Community Funding Alerts and News for the VCSE Sector



## West Sussex 4 Community Funding Alerts and News for the VCSE Sector

Dear Jonna Foote,

### Funding News

Registering for the funding news service ensures you are kept up to date with the latest funding news. The following news articles have been published in the last week. To view the full details of any news article, simply click on its title.

29/10/2020: [Funding to Improve Energy Resilience of Vulnerable Communities \(SE, East of England, London\)](#)

- 28/10/2020: [Funding to Tackle Food Poverty Locally in the UK](#)
- 28/10/2020: [Peter Sowerby Foundation Invites Charities to Apply for New Increasing Access Fund](#)
- 27/10/2020: [Funding for Providing COVID-19 Secure Winter Accommodation for People Experiencing Homelessness in England](#)
- 26/10/2020: [Funding for Charitable Projects in Great Britain and on the Island of Ireland](#)

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## Your Funding Alerts

Funding alerts allow you to receive email notifications if new funding opportunities arise which match your search requirements. To setup a funding alert, simply run a search for funding on the site. When you are viewing search results press "Save Search". There is an option to receive funding alerts at this stage so make sure this option is ticked.

You can also set up funding alerts for a search you have already saved by enabling email alerts in the "Saved searches" area on the site.

**There have been no funding changes that match your profile.**

Regards,  
The West Sussex 4 Community team

## Update email preferences

If you do not wish to receive these emails any longer, please log in with your existing account to change your email preferences or to unsubscribe. [You can log in to your account here.](#)

### 29.10.2020 Email from HDC

#### Provision of Bus Link at the Neighbourhood Centre, Wickhurst Green

Matt Davey  
Director of Highways, Transport and Planning  
West Sussex County Council  
County Hall  
Chichester  
West Sussex  
PO19 1RQ

Our Ref: DC/09/2101  
Your Ref:  
E-mail: [adrian.smith@horsham.gov.uk](mailto:adrian.smith@horsham.gov.uk)  
Date: 29 October 2020

Dear Mr Davey

Provision of Bus Link at the Neighbourhood Centre, Wickhurst Green

This is a joint letter from Slinfold Parish Council, Rudgwick Parish Council, Broadbridge Heath Parish Council, Horsham District Council and Arriva Southern Counties requesting further consideration of how to best provide bus connectivity within the Wickhurst Green development at Broadbridge Heath. As you will recall, the Wickhurst Green masterplan required a bus link to be provided on the downgraded A264 (now C622). This was further supported under the planning permission for the Neighbourhood Centre under reference DC/17/0388. It was with some disappointment that we learnt that the technical specification for the bus link agreed between WSCC and Countryside Properties in 2017 allowed for one-way connectivity only, with eastbound routes to be diverted along the new A264 link road away from the Neighbourhood Centre. We understand that this decision was made by officers no longer working for WSCC, therefore the reasons for this arrangement appear unknown and have certainly not since been explained in any correspondence we have seen. It certainly does not appear in any of the masterplan work and planning documents from 2005-2018.

We have reviewed the Wickhurst Green masterplan documents and it is clear that the central focus of the development was to create a new community focussed around the provision of core facilities outside the Neighbourhood Centre at the point where the old A264 was to be downgraded and split. These facilities included not only retail units but also a nursery, public house and primary school that would connect directly to the existing community space to the north side of the road. The provision of a bus service to connect this key space to surrounding communities would simply add to the sense that this is the new core of Broadbridge Heath. The lack of provision for both east and westbound services that stop at the Neighbourhood Centre therefore represents a significant lost opportunity to benefit the community with a sustainable bus service providing direct links to Horsham to the east and Guildford to the west.

Whilst we accept that Countryside have simply installed a highway arrangement that they were requested to by their s.278 agreement with WSCC, we believe that there remains a strong onus on WSCC to correct the unfortunate short sighted error that has been made. We note that the s106 agreement at Wickhurst Green includes a considerable sum of unspent money set aside to support the provision of a West of Horsham Bus Service or alternative bus facilities, therefore it is clear there are funds potentially available.

We understand that the climate around bus provision is in significant turmoil due to the Covid crisis and that it will be many months, if not years, before its impact on public transport services is fully .../

understood. That said, understandable caution over how bus services will function in the months and years ahead should not be used as a reason to withhold using this reserved money where there is good justification now to bolster existing services and communities.

Arriva have confirmed that their registered route allows for busses to pass across the bus link in both directions, and are keen to provide a service that passes through the Neighbourhood Centre bus link in both directions. The provision of this service would be of commercial benefit to Arriva and to the community of Broadbridge Heath, and would significantly reduce delays to their current service. In turn, this would allow Arriva to provide a higher and more attractive level of service.

The Arriva 63 service is of extreme importance to the Rudgwick & Slinfold rural communities and since the service changed its route in Autumn 2019, following extensive public lobbying, there has been an expectation that once the roadworks were all complete, this would facilitate the ready and efficient passing of this local public bus service via the bus lane. As you will no doubt appreciate, convenient public transport access to Tesco, The Bridge, Indoor Bowls Centre and Horsham itself is an essential service for the outlying parishes of Rudgwick and Slinfold, much valued by those unable to access private cars, and those wishing to reduce their carbon footprint.

As a way forward we would ask that you consider, at the very least, allowing Arriva to run bus routes both east and westbound through the bus link as soon as possible, albeit with only those westbound able to stop for the time being given the absence of eastbound stopping infrastructure. As we understand amendments to the signage and a TRO would be needed to enable this two-way use.

Certainly there does not appear to be any reason why the westbound route could not be implemented immediately to allow the Arriva 63 route to pass through. There is strong support for this. Following this, a commitment to review the s106 money set aside to support the West of Horsham Service with a commitment that if the service is not procured within an agreed period, the funds are released to provide the necessary eastbound infrastructure.

We look forward to hearing from you.

Yours sincerely

Jonna Foote, Rudgwick Parish Council Clerk  
Glen Chipp, HDC Council Chief Executive  
Broadbridge Heath Parish Council Clerk  
Mary Burroughs, Clerk to Slinfold Parish Council  
Phil Cooper, Arriva Southern Counties