



RUDGWICK PARISH COUNCIL
Parish Office
Rudgwick Hall
Bucks Green
Rudgwick
West Sussex
RH12 3JJ

Tel: 01403 822678

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Date: 3rd February 2021

To: All Members of Rudgwick Parish Council

You are duly summoned to a virtual council meeting (in adherence to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392; Business and Planning Act 2020 Section 22 to include Parish Meeting under section 78 of the Coronavirus Act 2020 as part of the Amendment Regulations 2020) of Rudgwick Parish Council on **Monday 08th February 2021 at 7 p.m.**

Anna Clayton

Mrs Anna Clayton
Clerk to Rudgwick Parish Council

Members of the public have a right and are welcome to attend the meeting as observers, but are requested to contact the clerk by email (clerk@rudgwickpc.co.uk) by Monday 08th February (noon) at the very latest to ensure they can receive an electronic invitation to the meeting.

AGENDA

To be read in conjunction with Clerk's Report for further background information.
(can be found on <http://www.rudgwick-pc.org.uk/>)

FC232-20/21 Apologies for Absence

To receive and approve.

FC233-20/21 Declarations of Interest

To receive any declarations of interest by councillors on any matters to be considered at the meeting and notifications of changes to members' Register of Interests. Any clarification on whether a Member has an interest should be sought before attending the meeting.

FC234-20/21 Minutes of Council Meeting of 11th January 2021

To receive for approval the Minutes as an accurate record of the Council Meeting held on 11th January 2021 and for the chairman to sign these.

FC235-20/21 District and County Councillors Reports (for noting only)

To receive and note reports.

FC236-20/21 Public Speaking Session (for noting only)

The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.

FC237-20/21 Planning

To report on:

- i) Current Planning Applications to be considered for comment to Horsham District Council (HDC);

Applications for consideration at Rudgwick Parish Council Meeting 8th February 2021				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<u>DC/21/0051</u> 21.01.2021	Arundene Orchard, Loxwood Road, Rudgwick	Application to confirm the building works to Arundene Orchard and related outbuildings, including their use, are lawful (Certificate of Lawful Development - Existing).		11.02.2021
<u>DC/20/2413</u> 25.01.2021	Marshalls Farm, The Haven, Billingshurst	Conversion of existing barn to self-contained dwelling for the stable manager at Marshalls Farm.		15.02.2021
<u>DC/20/2313</u> 30.11.2020 (Amended)	1 Woodside Cottages, Church Street, Rudgwick	Erection of a single storey rear extension. Installation of new window and No. 2 roof lights to rear elevation.		11.02.2021
<u>DC/20/1992</u> 25.01.2021	Tittlesfold Farm, The Haven, Billingshurst	Installation of an outdoor swimming pool.		16.02.2021
<u>DC/21/0118</u> 29.01.2021	Little Hawks, Lynwick Street, Rudgwick	Erection of a double storey rear extension with a new dormer window and 2 No. rooflights to east elevation. Demolition of old garage roof and construction of new pitched roof.		22.02.2021

The above applications can be viewed through the Horsham District Council public access web page <https://public-access.horsham.gov.uk/public-access/>.

- ii) Planning Applications made under delegated powers (for noting only);
- iii) Schedule of Planning Decisions made by Horsham District Council on previous applications (for noting only);
- iv) Appeal notices and decisions and consider for comments;
- v) Alleged enforcements and consider for comments (for noting only);

vi) Planning applications being considered at Planning Committee North;

FC238-20/21 Correspondence update (for noting only)

- [Letter](#) to Rudgwick Medical Centre: Recognition of the medical team support to Rudgwick residents, administering the vaccine during the COVID-19 pandemic;
- [WSALC Value for money project update](#)

FC239-20/21 Chairman's announcements (for noting only)

FC240-20/21 Clerk's announcements/decisions (for noting only)

To receive Clerk's Weekly Updates (4th January 2021 – 1st February 2021)

- Successful Business Support Package grant application of £6001.00 awarded;
<http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/>

FC241-20/21 Parish Council representatives on outside Organisations (for noting only)

To receive reports if applicable.

- Rudgwick Youth Centre Management Committee Meeting 25th January 2021;
- Barley Croft Liaison Group Meeting 28th January 2021;

FC242-20/21 Finance

To consider for approval/ noting:

- Payments made/received January;
- Detailed Receipts & Payments by budget heading January;
- Bank Reconciliations for January: Lloyds: Business, Savings, KGV, Deed and NS&I Accounts;
- Monthly Bank Reconciliation;
- Payments to be made.

FC243-20/21 Drainage Working Group Terms of Reference

To receive and resolve.

FC244-20/21 Neighbourhood Plan

To receive and resolve.

FC245-20/21 Downlink Path

To receive and resolve.

FC246-20/21 Defibrillators

To receive and resolve.

FC247-20/21 Rudgwick.net Domain Name

To receive and resolve.

FC248-20/21 Pipework leak – RH Carpark

To receive and resolve.

FC249-20/21 Hall Hire Increase

To receive and resolve.

FC250-20/21 Government Night Flight consultation

To receive and resolve.

- FC251-20/21 **Resolution to exclude the public and press from the business about to be transacted.**
Exclusion due to the confidential nature/exempt information to be discussed.
- FC252-20/21 **Little Street – monthly lease payments**
To receive and resolve
- FC253-20/21 **Staffing**
To receive and approve
- FC254-20/21 **Date of next Council Meeting - Annual Parish Meeting: 15th March 2021, at 7.00 pm**

Filming of Parish Council Meetings and use of social media

During this meeting the public are allowed to film the Council or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Clerk know in advance if you wish to film.

Mobile devices/ Amazon Alexa devices should be switched to silent/ off for the duration of the meeting. The Parish Council will be recording the meeting, members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording), at the meeting by any person present.

RUDGWICK PARISH COUNCIL

Full Council Meeting on Monday 08th February 2021 at 7.00 pm

Clerk's Report

To be read in conjunction with the Agenda

FC232-20/21	Apologies for Absence Recommendation: To receive apologies for approval.
FC233-20/21	Declarations of Interest Recommendation: To receive any Declarations of Interest from Members of the Council and for these to be <i>noted</i>. Members are advised to consider the agenda for the meeting and determine in advance if they have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. (Please refer to flow chart provided prior to the meeting). If a Member has a declarable interest, they are reminded that this must be declared at the start of the meeting. Details of the interest will be minuted. Where a Member has a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), they are reminded that they must withdraw from the meeting room after making representations/ asking questions. If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must not take part in the discussions of the item at all, participate in any voting and unless the Chairman has given a dispensation, withdraw from the meeting room. Any clarification on whether <i>a Member has an interest should be sought before attending the meeting.</i>
FC234-20/21	Minutes of Council Meeting of 11th January 2021 Recommendation: To receive for approval the Minutes as an accurate record of the Council Meeting held on 11th January 2021 and for the chairman to sign these.

FC235-20/21	District and County Councillors Reports (for noting only) Recommendation: To receive and note reports. (See WS County councillor report)
FC236-20/21	Public Speaking Session (for noting only) The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.
FC237-20/21	Planning To report on:
i)	Recommendation: To resolve to consider Current Planning Applications for comment to Horsham District Council (HDC);
ii)	Recommendation: To resolve to note Planning Applications made under Delegated Powers;
iii)	Recommendation: To resolve to note the Schedule of Planning Decisions made by Horsham District Council on previous applications;
iv)	Recommendation: To resolve to note the schedule of Appeal Notices or Decisions;
v)	Recommendation: To resolve to note that there were no enforcement numbers issued.
vi)	Recommendation: To resolve to note that no Planning Applications were sent for consideration at Planning Committee North;
FC238-20/21	Correspondence update (for noting only) • Letter to Rudgwick Medical Centre: Recognition of the medical team support to Rudgwick residents, administering the vaccine during the COVID-19 pandemic; • WSALC Value for money project update
FC239-20/21	Chairman's announcements (for noting only)
FC240-20/21	Clerk's announcements/decisions (for noting only) Recommendation: To receive and resolve to note Clerk's announcements/ decisions To receive Clerk's Weekly Updates (4 th January 2021 – 1 st February 2021) • Successful Business Support Package grant application of £6001.00 awarded; http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC241-20/21	Parish Council representatives on outside Organisations (for noting only) Recommendation: To receive and resolve to note information: • Rudgwick Youth Centre Management Committee Meeting 25th January 2021; • Barley Croft Liaison Group Meeting 28th January 2021;
FC242-20/21	Finance Recommendation: To resolve to consider for noting payments made, bank reconciliations and transfer and approve payments to be made: • Payments made/received January;

	- Detailed Receipts & Payments by budget heading January; - Bank Reconciliations for January: Lloyds: Business, Savings, KGV, Deed and NS&I Accounts; - Monthly Bank Reconciliation; - Payments to be made.
FC243-20/21	Drainage Working Group Terms of Reference Recommendation: To resolve to approve a Drainage Working Group Terms of Reference
FC244-20/21	Neighbourhood Plan Recommendation: To resolve to approve the response to the RNDP Examiner's letter dated 21st January, as recommended by the RNDP Steering Group and to authorise Squires Planning to submit the response on behalf of RPC to HDC on 9th February 2021. Rudgwick neighbourhood planning Horsham District Council
FC245-20/21	Downslink Path Recommendation: To resolve to agree to support the plans for improved access to the Downslink Path and note the update. See report
FC246-20/21	Defibrillators Recommendation: To resolve to approve the frequency of the defibrillator checks and the additional hours and milage for these checks. See report
FC247-20/21	Rudgwick.net Domain Name Recommendation: To resolve to consider if RPC want to take over the Rudgwick.net Domain Name. See report
FC248-20/21	Pipework leak – RH Carpark Recommendation: To resolve to approve a contractor to repair the Water main leak – RH Carpark. See report
FC249-20/21	Hall Hire Increase Recommendation: Rudgwick Hall/ Jubilee Hall hire charges To discuss hire charges for 2020/21. See report
FC250-20/21	Government Night Flight consultation Recommendation: To resolve to agree to respond to the Government's night flight consultation. See report
FC251-20/21	Resolution to exclude the public and press from the business about to be transacted. Exclusion due to the confidential nature/exempt information to be discussed.
FC252-20/21	Little Street – monthly lease payments Recommendation: To receive and approve a schedule for monthly lease payments to be made by Little Street. (Confidential report circulated to councillors)
FC253-20/21	Staffing Recommendation: To receive update/consider for approval. (Confidential report circulated to councillors)

FC254-20/21	Date of next Council Meeting - Annual Parish Meeting: 15th March 2021, at 7.00 pm Recommendation: To resolve to note the date for the Annual Parish Meeting as Monday 15th March 2021, at 7pm.
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