



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

Tel: 01403 822678
E-mail clerk@rudgwickpc.co.uk

Date: 3rd November 2021

To: All Members of Rudgwick Parish Council

You are duly summoned to a meeting of the Parish Council that will take place on **Monday 8th November 2021** at the **Rudgwick Hall, Bucks Green at 7p.m.**

Anna Clayton

Mrs A Clayton
Clerk to Rudgwick Parish Council

Members of the public have a right and are welcome to attend the meeting as observers.

AGENDA

To be read in conjunction with Clerk's Report for further background information.

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|-------------|---|
| FC144-21/22 | Apologies for Absence
To receive for approval. |
| FC145-21/22 | 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. |
| FC146-21/22 | Minutes of Council Meeting of 11th October 2021 (Minutes on Rudgwick Parish Website)
To receive for approval. |
| FC147-21/22 | Minutes of the Extraordinary Meeting of 26th April 2021 (Minutes on Rudgwick Parish Website)
To receive for approval. |
| FC148-21/22 | District and County Councillors Reports (for noting only) |
| FC149-21/22 | Public Speaking Session (for noting only) |

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

Applications for consideration at Rudgwick Parish Council Meeting 8 th November 2021				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<u>DC/21/1785</u> 28.10.2021	Hale Farm House, Loxwood Road, Rudgwick	Repair and maintenance of roof together with structural enhancements (Listed Building Consent)		18.11.2021
<u>DC/21/2360</u> 26.10.2021	Middle Gingers, Cox Green	Demolition of a pitched roof garage and lean to extensions. Erection of a single storey rear extension.		16.11.2021
<u>DC/21/2390</u> 21.10.2021	The Vale, Loxwood Road, Rudgwick	Replace garage and attached store with new garage and attached annexe.		Not available
<u>S106/21/0021</u> 11.10.2021	Rudgwick Metals Ltd, Church Street, Rudgwick	Discharge of clause 4.5 of the section 106 obligation		09.11.2021
<u>DC/21/2211</u> 30.10.2021 (Water Neutrality Statement)	Oakfield, Cox Green	Demolition of existing dwelling and garage and erection of a replacement detached dwelling with new vehicular access, attached garage and associated car parking.		13.11.2021
<u>DC/21/2209</u> 30.10.2021 (Water Neutrality Statement)	Oakfield, Cox Green	Demolition of existing detached garage and outbuilding. Erection of two-storey detached dwelling and detached garage on existing garden land.		13.11.2021
<u>S106/21/0022</u> 26.10.2021	26 Plot 29 Pondfield Road, Rudgwick	Deed of Variation to permit full staircasing of the two Shared Ownership dwellings pursuant to planning permission RW/60/98.		22.11.2021

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) Any decisions made by Horsham District Council on previous applications (for noting only);
- iv) To report/consider for comment on any appeal notices and decisions;
- v) To report on enforcements (for noting only).
- vi) To report on planning applications being considered at Planning Committee North.
- vii) **Brickworks Liaison Group Meeting – 12th October 2021 (for noting)**

FC151-21/22 **Chairman's announcements** (for noting only)

- Graveyard path;
- Tennis club path;
- Meeting with PCSO, WS County Councillor Mitchell, Cllr Kornicky and a resident;
- Drainage issues at Barleycroft;

FC152-21/22 **Clerk's announcements/decisions** (for noting only)
 To receive Clerk's Weekly Updates (from 11th October – 09 November 2021)

- Internal Audit has taken place

Rudgwick Parish Council website

<http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/>

FC153-21/22 **Parish Council representatives on outside Organisations** (for noting only)
 To receive reports on meetings attended – if applicable.

- [WSALC AGM - 29th October 2021](#)

FC154-21/22 **Finance**
 To consider for approval/ noting:

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

FC155-21/22 **Acceptance of notice of conclusion of 2020/21 audit**
 To receive and note.

FC156-21/22 **Fibre-to-the-premises**
 To receive and consider.

FC157-21/22 **WSCC Highways - Cyclist memorial on A281**
 To receive and consider.

FC158-21/22 **Arriva 63 Service**
 To receive and resolve actions.

FC159-21/22 **Hall Hire Deposit Charges**
 To receive and approve.

FC160-21/22 **Village Audit**
 To receive and resolve actions.

- FC161-21/22 **Platinum Jubilee Update**
To receive and consider.
- FC162-21/22 **Defibrillator Requests**
To receive and consider.
- FC163-21/22 **New Locks – RH and Jubilee Hall**
To receive and approve.
- FC164-21/22 **Drainage Working Group Update**
To receive and note.
- FC165-21/22 **Date of next meeting: Monday 13th December 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 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 8th November 2021
at 7.00 pm Rudgwick Hall, Bucks Green, RH12 3JJ

Clerk's Report

To be read in conjunction with the Agenda

FC144-21/22	Apologies for Absence Recommendation: To receive apologies for approval.
FC145-21/22	Declarations of Interest 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> Recommendation: To receive any Declarations of Interest from Members of the Council and for these to be noted.
FC146-21/22	<u>Minutes of Council Meeting of 11th October 2021</u> Recommendation: To receive for approval the minutes as an accurate record of the Council Meeting held on 11th October 2021 and for the Chairman to sign these.
FC147-21/22	<u>Minutes of the Extraordinary Meeting of 26th April 2021</u> Recommendation: To receive for approval the minutes as an accurate record of the Extraordinary Meeting held on 26th April 2021 and for the Chairman to sign these.
FC148-21/22	District and County Councillors Reports (for noting only) Recommendation: To receive and note reports.
FC149-21/22	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.
FC150-21/22	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 <u>Delegated Powers</u>;
iii)	Recommendation: To resolve to note the schedule of <u>Planning Decisions</u> made by Horsham District Council on previous applications;

iv)	Recommendation: To resolve to note that there were no Appeal Notices or Decisions;
v)	Recommendation: To resolve to note that there were no Enforcement Numbers;
vi)	Recommendation: To resolve to note that no Planning Applications were sent for consideration at Planning Committee (North).
vii)	Brickworks Liaison Group Meeting – 12th October 2021 (for noting) Recommendation: To receive update.
FC151-21/22	Chairman's Announcements (for noting only) • Graveyard path; • Tennis club path; • Meeting with PCSO, WS County Councillor Mitchell, Cllr Kornicky and a resident; • Drainage issues at Barleycroft;
FC152-21/22	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 11 th October – 09 November 2021) • Internal Audit has taken place Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC153-21/22	Parish Council representatives on outside Organisations (for noting only) Recommendation: To receive and resolve to note information. • WSALC AGM - 29th October 2021
FC154-21/22	Finance Recommendation: To <i>note</i> payments made/received/ Detailed Receipts & Payments by budget heading/Bank Reconciliation Lloyds Accounts/Monthly Bank Reconciliation. To resolve payments to be made. • Payments made/received October; • Detailed Receipts & Payments by budget heading October; • Bank Reconciliations for October: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made.
FC155-21/22	Acceptance of notice of conclusion of 2020/21 audit Recommendation: To resolve to note notice of conclusion of annual audit.
FC156-21/22	Fibre-to-the-premises Recommendation: To receive and note an update on BT Openreach (Fibre-to-the-premises (FTTP) through the Openreach Community Fibre Project), the expansion of the scheme and resolve any actions to be undertaken.
FC157-21/22	WSCC Highways - Cyclist memorial on A281 Recommendation: To receive and discuss update and actions to be undertaken.
FC158-21/22	Arriva 63 Service Recommendation: To receive and discuss update and actions to be undertaken.

FC159-21/22	Hall Hire Deposit Charges Recommendation: To receive and approve an increase in the deposits taken for hall hire bookings (Adult party/all day hire) from £100.00 to £250.00, (excluding Non-Rudgwick residents–commercial hirers which is currently £300.00 deposit) to cover any additional cleaning/key cutting should it be required. Charges
FC160-21/22	Village Audit To receive update from Councillors and resolve to finalise Rudgwick Parish Councils Village audit.
FC161-21/22	Platinum Jubilee Update Recommendation: To receive update.
FC162-21/22	Defibrillator Requests 1. Recommendation: To resolve to discuss if RPC would like a Defibrillator fitted outside Jubilee Hall, approx. costings for this would be £600.00 plus approx. £100 per year for maintenance. Request made from users of Jubilee Hall who have advised the location of the Defibrillator on Church Street, would be too far in case of an emergency at the hall. 2. Recommendation: To resolve to discuss including defibrillator locations/map in the Parish Magazine monthly.
FC163-21/22	New Locks – RH and Jubilee Hall Recommendation: To receive and approve new locks to be fitted at RH and Jubilee Hall to improve security. Approx. cost to be approved will be up to £100.00 per lock depending on type required and up to £5.50 per additional key depending on type required.
FC164-21/22	Drainage Working Group Update (for noting) Recommendation: To receive update.
FC165-21/22	Date of next meeting: Monday 13th December 2021, at 7.00 pm Recommendation: To note the date of the next meeting.