



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

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

Date: 06th January 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 11th January 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 11th January (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/>)

FC214-20/21 Apologies for Absence

To receive and approve.

FC215-20/21 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.

FC216-20/21 Minutes of Council Meeting of 14th December 2020

To receive for approval the Minutes as an accurate record of the Council Meeting held on 14th December 2020 and for the chairman to sign these.

FC217-20/21 Minutes of Extraordinary Council Meeting of 21st December 2020

To receive for approval the Minutes as an accurate record of the Council Meeting held on 21st December 2020 and for the chairman to sign these.

FC218-20/21 District and County Councillors Reports (for noting only)

To receive and note reports.

FC219-20/21 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.

FC220-20/21 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 11 th January 2021				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/20/2474 23.12.2020	Oakdale Farm, Loxwood Road, Rudgwick	Erection of a single storey rear extension with extended rear gable.		14.01.2021
DC/20/2521 30.12.2020	Havenhurst Farm, The Haven	Erection of machinery and cattle shed.		20.01.2021
DC/20/2478 29.12.2020	Smithers Farm, Guildford Road, Rudgwick	Prior approval for the enlargement of existing dwelling house by addition of an additional floor, resulting in an increase in height of 3.70m, comprising a maximum height of 7.00m.		21.01.2021 (Neighbour consultation)

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;

- vii) Chichester Gypsy, Traveller and Travelling Showpeople Site Allocations Development Plan Document;
- FC221-20/21 **Correspondence update** (for noting only)
- Minutes of the HALC Meeting Tuesday 15 December 2020
 - CPRE Sussex: Your Horsham District Update December 2020
 - Email acknowledgement of an incorrect summary from a Cox Green residents' viewpoint, in relation to The Parish Council Budget, Precept and procedures - FCM 14th December 2020 FC199-20/21 Public Speaking Session.
- FC222-20/21 **Chairman's announcements** (for noting only)
- Windacres development business premises
- FC223-20/21 **Clerk's announcements/decisions** (for noting only)
To receive Clerk's Weekly Updates (7th December 2020 – 3rd January 2021)
- Excess water to Rudgwick Hall car park reported to Southern Water. Inspector attended the site (4/1/21) and will be following up with works.
 - Vandalism reported at the KGV building during the Christmas break, this has been reported to the PCSO.
- <http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/>
- FC224-20/21 **Parish Council representatives on outside Organisations** (for noting only)
To receive reports if applicable.
- FC225-20/21 **Finance**
To consider for approval/ noting:
- Payments made/received December;
 - Detailed Receipts & Payments by budget heading December;
 - Bank Reconciliations for December: Lloyds: Business, Savings, KGV, Deed and NS&I Accounts;
 - Transfer of £10,000 from Lloyds Savings Account to Lloyds Business Account;
 - Monthly Bank Reconciliation;
 - Payments to be made.
- FC226-20/21 **Drainage Working Group**
To receive and resolve.
- FC227-20/21 **Youth Club – Picnic Bench Donation**
To receive and resolve.
- FC228-20/21 **KGV Field – Replacement of damaged bench**
To receive and resolve.
- FC229-20/21 **Churchmans Meadow - Tree Survey**
To receive and resolve
- FC230-20/21 **Parish Office IT Services**
To receive and approve
- FC231-20/21 **Date of next Council Meeting: 8th February 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 11th January 2021 at 7.00 pm

Clerk's Report

To be read in conjunction with the Agenda

FC214-20/21	Apologies for Absence Recommendation: To receive apologies for approval.
FC215-20/21	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>
FC216-20/21	Minutes of Council Meeting of 14th December 2020 Recommendation: To receive for approval the Minutes accurate record of the Council Meeting held on 14 December 2020 and for the chairman to sign these.
FC217-20/21	Minutes of Extraordinary Council Meeting of 21st December 2020 Recommendation: To receive for approval the Minutes accurate record of the Extraordinary Council Meeting held on 21st December 2020 and for the chairman to sign these.
FC218-20/21	District and County Councillors Reports Recommendation: To receive and note reports. (See WS County councillor report)
FC219-20/21	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.
FC220-20/21	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 that there are no Appeal Notices or Decisions;
v)	Recommendation: To resolve to note the schedule of Alleged Enforcements for comments;
vi)	Recommendation: To resolve to note that no Planning Applications were sent for consideration at Planning Committee North;
vii)	Recommendation: To resolve to note the Chichester Gypsy, Traveller and Travelling Showpeople Site Allocations Development Plan Document
FC221-20/21	Correspondence update: Recommendation: To resolve to note information • Minutes of the HALC Meeting Tuesday 15 December 2020 • CPRE Sussex: Your Horsham District Update December 2020 • Email acknowledgement of an incorrect summary from a Cox Green residents' viewpoint, in relation to The Parish Council Budget, Precept and procedures - FCM 14th December 2020 FC199-20/21 Public Speaking Session.
FC222-20/21	Chairman's announcements Recommendation: To receive and resolve to note Chairman's announcements. • Windacres development business premises
FC223-20/21	Clerk's announcements/decisions (for noting only) Recommendation: To receive and resolve to note Clerk's announcements/ decisions To receive Clerk's Weekly Updates (7 th December 2020 – 3 rd January 2021) • Excess water to Rudgwick Hall car park reported to Southern Water. Inspector attended the site (4/1/21) and will be following up with works. • Vandalism reported at the KGV building during the Christmas break, this has been reported to the PCSO. Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC224-20/21	Parish Council representatives on outside Organisations Recommendation: To receive and resolve to note information:
FC225-20/21	Finance Recommendation: To resolve to consider for noting payments made, bank reconciliations and transfer and approve payments to be made: • Payments made/received December; • Detailed Receipts & Payments by budget heading December; • Bank Reconciliations for December: Lloyds: Business, Savings, Deed and NS&I

	Accounts; • Monthly Bank Reconciliation; • Transfer of £10,000 from Lloyds Savings Account to Lloyds Business Account; • Payments to be made.
FC226-20/21	Drainage Working Group Recommendation: To resolve to approve a Drainage Working Group. See report
FC227-20/21	Youth Club – Picnic Bench Donation Recommendation: To resolve to approve the donation of a picnic bench to the Youth Club from a Rudgwick resident.
FC228-20/21	KGV Field – Replacement of damaged bench Recommendation: To resolve to agree a decision on replacing the bench. See report
FC229-20/21	Churchmans Meadow - Tree Survey Recommendation: To resolve to approve one of the following – • Tree survey • Felling of the trees • Full Arboricultural report See report
FC230-20/21	Parish Office IT services Recommendation: To resolve to approve new Parish Office IT equipment up to the value of £1,150.00 See report
FC231-20/21	Date of next Council Meeting: 8th February 2021, at 7.00 pm Recommendation: To resolve to note the date for the next meeting as Monday 8th February 2021, at 7pm.