



RUDGWICK PARISH COUNCIL

Parish Office
Rudgwick Hall
Bucks Green
Rudgwick
West Sussex
RH12 3JJ

Tel: 01403 822678

E-mail clerk@rudgwickpc.co.uk

Date: 6th October 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 11th October 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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| FC124-21/22 | Apologies for Absence
To receive for approval. |
| FC125-21/22 | 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. |
| FC126-21/22 | Minutes of Council Meeting of 13th September 2021 (Minutes on Rudgwick Parish Website)
To receive for approval. |
| FC127-21/22 | District and County Councillors Reports (for noting only) |
| FC128-21/22 | Public Speaking Session (for noting only) |
| FC129-21/22 | 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 October 2021				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/21/1072 27.09.2021	Chestnuts, Hornshill Farm, Guildford Road, Rudgwick	Application to confirm the continuous use of a detached building as ancillary accommodation for (Class C3 use) purposes, in non compliance with condition 3 of planning approval RW/102/98 for a period in excess of ten years (Lawful Development Certificate - Existing)		18.10.2021
DC/21/2218 30.09.2021	Hazeldene, Haven Road, Rudgwick	Erection of a two storey rear extension and loft conversion with extended side gable, front and side rooflights, second floor side window and associated alterations.		21.10.2021
DC/21/2209 01.10.2021	Oakfield, Cox Green, Rudgwick	Demolition of existing detached garage and outbuilding. Erection of two-storey detached dwelling and detached garage on existing garden land.		22.10.2021
DC/21/2211 01.10.2021	Oakfield, Cox Green, Rudgwick	Demolition of existing dwelling and garage and erection of a replacement detached dwelling with new vehicular access, attached garage and associated car parking.		22.10.2021
DC/21/2174 01.10.2021	Marshall's Farm, The Haven, Billingshurst	Erection of a single storey extension to existing grooms accommodation to provide additional accommodation.		22.10.2021
DISC/21/0233 22.09.2021	Swallow Barns, Loxwood Road, Rudgwick	Approval of details reserved by condition 3 to approved application DC/21/0365		13.10.2021

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.
FC130-21/22	Chairman's announcements (for noting only) • Graveyard path • Allotments
FC131-21/22	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 13 th September – 10 October 2021) • Tree Planting Licence -Platinum Jubilee – WSCC Designated Highways Steward has visited the site and RPC are now awaiting approval; • Downs Link path update – RPC have requested a site meeting with Saxon Weald and parish representatives, to discuss the work and the possibility of a parish contribution, as necessary, to enable the path to be widened. – Clerk awaiting reply. • Draft new lease for the RYC has been sent from RPC solicitor to the PCC. • RPC comments on the draft R19 Local Plan have been submitted to HDC. Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC132-21/22	Parish Council representatives on outside Organisations (for noting only) To receive reports on meetings attended – if applicable.
FC133-21/22	Finance To consider for approval/ noting: • Payments made/received September; • Detailed Receipts & Payments by budget heading September; • Bank Reconciliations for September: Lloyds: Business, Savings, KGV, Deed and NS&I Accounts; • Transfer of £25,000 from Lloyds Business Account to Lloyds Savings Account; • Monthly Bank Reconciliation; • Payments to be made.
FC134-21/22	Mole Valley District Council – Publication of Proposed Submission Version Local Plan (Regulation 19) To receive and consider.
FC135-21/22	Croudace proposal – Church Street Land To receive and agree.
FC136-21/22	Policies and Procedures To receive and note.
FC137-21/22	Community Emergency and Resilience Winter plan 2021/22 To receive and resolve actions.
FC138-21/22	Standing Orders – Skatepark Exemption to tender To receive and approve.
FC139-21/22	Committee and Working Group Appointment for New Councillors To receive and consider.

- FC140-21/22 **Drainage Working Group Update**
To receive and note.
- FC141-21/22 **Rudgwick Youth Club Update (for noting)**
To receive and note.
- FC142-21/22 **TRO A281 Update (for noting)**
To receive and note.
- FC143-21/22 **Date of next meeting: Monday 8th November 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 11th October 2021
at 7.00 pm Rudgwick Hall, Bucks Green, RH12 3JJ

Clerk's Report

To be read in conjunction with the Agenda

FC124-21/22	Apologies for Absence Recommendation: To receive apologies for approval.
FC125-21/22	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.
FC126-21/22	Minutes of Council Meeting of 13th September 2021 Recommendation: To receive for approval the minutes as an accurate record of the Council Meeting held on 13th September 2021 and for the Chairman to sign these.
FC127-21/22	District and County Councillors Reports (for noting only) Recommendation: To receive and note reports. (See WS County councillor report)
FC128-21/22	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.
FC129-21/22	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 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 were no Appeal Notices or Decisions;
v)	Recommendation: To resolve to note the schedule of Enforcement Numbers;

vi)	Recommendation: To resolve to note that no Planning Applications were sent for consideration at Planning Committee (North).
FC130-21/22	Chairman's Announcements (for noting only) - Graveyard path - Allotments
FC131-21/22	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 13 th September – 10 October 2021) - Tree Planting Licence -Platinum Jubilee – WSCC Designated Highways Steward has visited the site and RPC are now awaiting approval; - Downs Link path Update – RPC have requested a site meeting with Saxon Weald and parish representatives, to discuss the work and the possibility of a parish contribution, as necessary, to enable the path to be widened. – Clerk awaiting reply. - Draft new lease for the RYC has been sent from RPC solicitor to the PCC. - RPC comments on the draft R19 Local Plan have been submitted to HDC. Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC132-21/22	Parish Council representatives on outside Organisations (for noting only) Recommendation: To receive and resolve to note information.
FC133-21/22	Finance Recommendation: To note 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 September - Summary Receipts & Payments by budget heading September - Bank Reconciliation Lloyds & NS&I Account (RPC/Savings/Deed & NS&I) September - Transfer of £25,000 from Lloyds Business Account to Lloyds Savings Account; - Monthly Bank Reconciliations September Payments to be made
FC134-21/22	Mole Valley District Council – Publication of Proposed Submission Version Local Plan (Regulation 19) Recommendation: To resolve to discuss if RPC would like to comment on the new Draft Local Plan which has been published. See report
FC135-21/22	Croudace proposal – Church Street Land Recommendation: To resolve to consider the proposal from Croudace Homes to transfer the land (The land is located North of 8, 9 and 12 The Marts, West of 1, 4, 5, 6, 7, 8 and 23 The Marts and South of 19, 20, 21, 22 and 23) and transfer to the Parish Council for NIL consideration. See report
FC136-21/22	Policies and Procedures Recommendation: To resolve to adopt the policies. Accessibility Statement Child Protection Policy Co-Option Policy Community Engagement Policy Document Retention Policy

	Email & Internet Usage Policy Internal Control Policy Investment Policy Members Allowance Policy Privacy Notice Recording Public Media Policy Risk Assessment Management Scheme Section 137 Grants Policy
FC137-21/22	Community Emergency and Resilience Winter plan 2021/22 Recommendation: To receive and resolve to note Rudgwick Parish Magazine article and actions to be undertaken. See report
FC138-21/22	Standing Orders – Skatepark Exemption to tender Recommendation: To receive and approve a request for exemption to contract standing orders, to enable invited suppliers to quote and start to plan the build of the new skatepark in Rudgwick. See report
FC139-21/22	Committee and Working Group Appointment for New Councillors Recommendation: To receive and approve changes to the committee and working group appointments to include new Councillors. Current appointments are as follows: Complaints Committee (four members): Cllr Buckley, Cllr Maclachlan, Cllr Manson, Cllr Wightman Finance Policies and Human Resources Committee (four plus CM/VCM): Cllr Ellis, Cllr Gormley, Cllr Buckley, Cllr Kornicky, Cllr Thompson one vacancy. Halls, Recreation and Open Spaces Committee (seven members): Cllr Haynes, Cllr Wightman, Cllr Buckley, Cllr Ellis, Cllr Kornicky, Cllr Maclachlan, Cllr Manson Planning Committee (seven members) Cllr Buckley, Cllr Ellis, Cllr Gormley, Cllr Haynes, Cllr Kornicky, Cllr Maclachlan, Cllr Thompson Emergency Planning and Community Safety Group (four including two councillors): Cllr Manson, Cllr Gormley S106 Working Group (max eight with four councillors): Cllr Kornicky, Cllr Ellis, Cllr Manson, Cllr Maclachlan Traffic Calming Working Group: (No maximum, with min two councillors): Cllr Haynes, Cllr Kornicky, Cllr Manson, Cllr Wightman Drainage Working Group: (No maximum, with min two councillors): S Alker, P Thompson, M Ellis, A Haynes, W Manson
FC140-21/22	Drainage Working Group Update (for noting) Recommendation: To receive update.
FC141-21/22	Rudgwick Youth Club Update (for noting) Recommendation: To receive update.
FC142-21/22	TRO A281 Update (for noting) Recommendation: To receive update.
FC143-21/22	Date of next meeting: Monday 8th November 2021, at 7.00 pm Recommendation: To note the date of the next meeting.