



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

Tel: 01403 822678

E-mail clerk@rudgwickpc.co.uk

Date: 12th October 2022

To: All Members of Rudgwick Parish Council

You are duly summoned to a meeting of the Parish Council that will take place on Monday 17th October 2022 at the Rudgwick Hall, Bucks Green at 7p.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.

AGENDA

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

FC136-22/23 Apologies for Absence

To receive and approve.

FC137-22/23 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.

**FC138-22/23 Minutes of Council Meeting 26th September 2022
(Minutes on Rudgwick Parish Website)**

To receive for approval the Minutes as an accurate record of the Council Meeting held on 26th September 2022 and for the chairman to sign these.

FC139-22/23 District and County Councillors Reports (for noting only)

To receive and note reports.

FC140-22/23 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.

FC141-22/23 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 17th October 2022				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<u>DC/22/1328</u> 05.10.2022 (amended Plan)	Strudwicks Cottage, Guildford Road, Rudgwick	Roof extensions and alterations to form habitable living space, incorporating raising of ridge height, creation of front and rear dormers and installation of rooflights. Alterations at ground floor level including repositioning of main entrance door and fenestration changes.		19.10.22
<u>DC/22/1641</u> 05.10.2022	Long Copse Woodland, Guildford Road, Slinfold	Erection of 3No. storage barns, 1 placement of mobile caravan and construction of associated decking (Retrospective)		Not available
<u>DC/22/1751</u> 23.09.2022	1 Arundene Cottage, Loxwood Road, Rudgwick	Erection of a single storey rear extension (Lawful Development Certificate – Proposed)		20.10.22

	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 comments made under delegated powers (for noting only);
iii)	Schedule of Planning 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 alleged enforcements (for noting only).

vi)	To report on planning applications being considered at Planning Committee North.
vii)	Bucks Green Pig Farm Bucks Green Rudgwick Horsham West Sussex RH12 3JJ
FC142-22/23	Correspondence Update (for noting only) Rudgwick Medical centre Improvement Works Letter sent to Ms Penelope Schofield, Senior Coroner, PFD Downslink Crossing A281 in Rudgwick HDC Licensing & Public Health – Sussex Topiary Campsite – Naldretts Lane RH12 3BU
FC143-22/23	Chairman's Report (for noting only) Framed Embroidery for Jubilee Hall
FC144-22/23	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 26th September – 16th October 2022) - Buck Green recreation area swing seat to be replaced - KGV dangerous manhole cover by KGV has been repaired - Damaged patio tiles being replaced on patio area by KGV - Clerk wrote to HDC Landeryou - HDC Warm Bank provision for further information - WSCC Ash Dieback works – Clerk has contacted WSCC for an update on the tree planting - WS County Councillor Mitchell has confirmed his written support in relation to the Stagecoach Bus Stop correspondence. - Variation of condition DC/22/0263 application submitted – 4.10.22 - Speedwatch have passed on their thanks to RPC for the support and particularly the finance to buy a body camera. This has proved useful as someone drove at them very recently, and was abusive, so they were able to pass this on to Operation Crackdown. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC145-22/23	Parish Council representatives on outside Organisations (for noting only) To receive reports if applicable. - Climate Change Workshops – Introductory Session 28th September - CAGNE forum meeting - WSALC CHAIRMANS FORUM: Monday 10th October 2022 - Gatwick Airport Future Airspace Strategy Implementation (FASI) South Parish Council 5/6 October
FC146-22/23	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; - Monthly Bank Reconciliation; - Payments to be made
FC147-22/23	S137 Funding applications - St Catherine's Hospice - Tots and Toddlers - Waverley Hoppa Community Transport

FC148-22/23	Community Emergency and Resilience Winter plan 2022/23 To receive and resolve actions.
FC149-22/23	Trees down damming the River Arun To consider and resolve.
FC150-22/23	Water Drinking/Filling station/heating/water controls at KGV To consider and resolve.
FC151-22/23	RH Kitchen Project Quotation Update To receive update.
FC152-22/23	Skatepark and HDC Time Restrictions Update To receive update.
FC153-22/23	Picnic Benches KGV Field/Benches To consider and resolve.
FC154-22/23	Churchmans Meadow Path Update To receive update.
FC155-22/23	RYC Update including RYC Management Committee Meeting 26 September 2022 To receive update.
FC156-22/23	CCTV To receive and resolve.
FC157-22/23	Traffic Calming WG meeting (27th September) Update and recommendations for approval
FC158-22/23	RH Emergency Contact Procedure To receive and resolve.
FC159-22/23	Annual Parish Meeting 2023 – speaker To receive and resolve.
FC160-22/23	Climate and Environment Group Update To receive update.
FC161-22/23	WSCC Ash Dieback works – Replanting To receive and resolve.
FC162-22/23	Staffing To receive update/ consider for approval.
FC163-22/23	Date of next Meeting: 14th November 2022, 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

Annual Council Meeting on Monday 17th October 2022 at 7.00 pm

Clerk's Report

To be read in conjunction with the Agenda

FC136-22/23	Apologies for Absence Recommendation: To resolve to receive and approve apologies.
FC137-22/23	Declarations of Interest Recommendation: To receive any Declarations of Interest from Members of the Council and resolve 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>
FC138-22/23	<u>Minutes of Council Meeting of 26th September 2022</u> Recommendation: To receive for approval the Minutes as an accurate record of the Council Meeting held on 26 th September 2022 and for the chairman to sign these.
FC139-22/23	District and County Councillors Reports (for noting only) Recommendation: To receive and note reports.
FC140-22/23	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.
FC141-22/23	Planning To report on:
i)	Current Planning Applications to be considered for comment to Horsham District Council (HDC).
ii)	To report on Planning Applications comments made under delegated powers (for noting only);
iii)	To report on Schedule of Planning 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 note there are no alleged planning enforcements being considered by HDC.
vi)	To note there are no planning applications being considered at Planning Committee North.
vii)	Bucks Green Pig Farm Bucks Green Rudgwick Horsham West Sussex RH12 3JJ Recommendation: To resolve to note response from HDC (3.10.22). Following this matter being raised by Rudgwick PC last February, a site visit was undertaken. At the time, whilst it was accepted that there remained some dilapidated pig arcs on the land, it was not considered that further action was expedient. The PC was updated by email on 17th March 2022, and the file was closed. We have not received any further complaints in relation to the site since that time. My view is that unless the appearance of the site has worsened since that time, it is unlikely that we would differ from that opinion.
FC142-22/23	Correspondence Update (for noting only) Recommendation: To resolve to note correspondence update. Rudgwick Medical centre Improvement Works Letter sent to Ms Penelope Schofield, Senior Coroner, PFD Downlink Crossing A281 in Rudgwick HDC Licensing & Public Health – Sussex Topiary Campsite – Naldretts Lane RH12 3BU
FC143-22/23	Chairman's Report (for noting only) Framed Embroidery for Jubilee Hall
FC144-22/23	Clerk's announcements/decisions (for noting only) Recommendation: To receive Clerk's Weekly Updates (from 26th September – 16th October 2022) - Buck Green recreation area swing seat to be replaced (10-12 weeks delivery) - KGV dangerous manhole cover by KGV has been repaired - Damaged patio tiles being replaced on patio area by KGV - Clerk wrote to HDC Landeryou - HDC Warm Bank provision for further information - WSSC Ash Dieback works – Clerk has contacted WSSC for an update on the tree planting - WS County Councillor Mitchell has confirmed his written support in relation to the Stagecoach Bus Stop correspondence. - Variation of condition DC/22/0263 application submitted – 4.10.22 - Speedwatch have passed on their thanks to RPC for the support and particularly the finance to buy a body camera. This has proved useful as someone drove at them very recently, and was abusive, so they were able to pass this on to Operation Crackdown. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC145-22/23	Parish Council representatives on outside Organisations (for noting only) To receive reports if applicable. - Climate Change Workshops – Introductory Session 28th September - CAGNE forum meeting - WSALC CHAIRMANS FORUM: Monday 10th October 2022

	Gatwick Airport Future Airspace Strategy Implementation (FASI) South Parish Council 5/6 October
FC146-22/23	Finance Recommendation: To resolve to <i>note</i> payments/transfer made/received/ Detailed Receipts & Payments by budget heading/Bank Reconciliation Lloyds Accounts/Monthly Bank Reconciliation and to resolve to approve transfer/ payments to be made. - Payments made/received September; - Detailed Receipts & Payments by budget heading September; - Bank Reconciliations for September Lloyds: Business, Savings, Deed and NS&I Accounts; - Monthly Bank Reconciliation; September Payments to be made
FC147-22/23	S137 Funding applications Recommendation: To resolve to approve the following grant applications: - St Catherine's Hospice – Donation Request - Tots and Toddlers - £500 application, additional information, accounts sent to Cllrs confidentially - Waverley Hoppa Community Transport £250 application sent to Cllrs confidentially and accounts – hard copy on request and available at the meeting Constitutions are confirmed by Clerk.
FC148-22/23	Community Emergency and Resilience Winter plan 2022/23 Recommendation: To receive and resolve to note Rudgwick Parish Magazine article and actions to be undertaken. See report
FC149-22/23	Trees down damming the River Arun Recommendation: To receive update and discuss actions to be undertaken. There is a fallen oak and another tree in the river causing damming within Rudgwick, that could cause flooding when bad weather occurs/ causing the flow of the river and waste/ debris to pile up.
FC150-22/23	Water Drinking/Filling station/heating/water controls at KGV Recommendation: To receive update from Cllr P Kornycky, including quotations and discuss actions to be undertaken/approved. See report
FC151-22/23	RH Kitchen Project Quotation Update Recommendation: To receive update from Cllr P Kornycky and discuss actions to be undertaken.
FC152-22/23	Skatepark and HDC Time Restrictions Update Recommendation: To receive update and discuss and approve actions to be undertaken. See report
FC153-22/23	Picnic Benches KGV Field/Benches Recommendation: To resolve to agree a decision on replacing 2 x benches and 2 x picnic benches and approve expenditure of up to £800 per picnic bench and £465 per bench replaced (prices include VAT) See report

FC154-22/23	Churchmans Meadow Path Update Recommendation: To receive update
FC155-22/23	RYC Update including RYC Management Committee Meeting 26 September 2022 Recommendation: To receive update from Cllr S Kornycky and discuss actions to be undertaken.
FC156-22/23	CCTV Recommendation: To receive and discuss the quotations received for the installation of CCTV at Rudgwick Hall. See Report
FC157-22/23	Traffic Calming WG meeting (27th September) Update and recommendations for approval Recommendation: To receive and discuss TCWG proposal for approval - Traffic Calming Measures on Church Street
FC158-22/23	RH Emergency Contact Procedure Recommendation: To receive update and discuss actions to be undertaken. The Clerk receives out of hours calls (early mornings/weekends/evenings/non-working days and on annual leave) on the mobile where assistance is often needed locally. RPC to discuss a process/procedure to notify all Cllrs in case of an emergency and the expectations on Parish Office staff from Parish Cllrs and Parishioners, in these situations.
FC159-22/23	Annual Parish Meeting 2023 – speaker Recommendation: To receive and discuss the appointment of a speaker at the Annual Parish meeting 2023.
FC160-22/23	Climate and Environment Group Update Recommendation: To receive Cllr Burse update.
FC161-22/23	WSSC Ash Dieback works – Replanting Recommendation: To receive update and discuss actions to be undertaken. The Project Manager for the WSSC Ash dieback project has responded to the Clerk in relation to email sent about the replating of trees. As I am sure your aware the project itself is based on the priority of removing any safety risk to the users of the highway and also risk of damage to the Highways infrastructure and or surrounding property. Although we are in constant discussions and enquiries about re- planting we do not currently have a specific short term strategy as it is unlikely that any of our sites will be considered viable for direct replanting due to many reasons (sight lines/underground utilities/carriageway encroachment/funding to name a few) and any subsequent aftercare/maintenance of such planting would simply not be feasible however based on the recent felling seasons information it appears that natural re generation of the cleared areas is of close if not equal benefit. We are also directing our contractor to retain suitable habitat in the form of monoliths, hedge height lines and to create mitigation hibernacula where safe and practical to do so.

	I would appreciate the opportunity to discuss the above with yourself and any other representatives further as I understand it may not be the response you were looking for.
FC162-22/23	Staffing Recommendation: To receive update/consider for approval (Report circulated to councillors)
FC163-22/23	Date of next Meeting: 14th November 2022, at 7.00 pm Recommendation: To resolve to note the date of the next meeting as 14th November 2022, at 7.00 pm.