



E-mail clerk@rudgwickpc.co.uk

To: All Members of Rudgwick Parish Council

Anna Clayton

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

AGENDA

FC247-23/24 **Minutes of Council Meeting of 12th February 2024**
(Minutes on Rudgwick Parish Website)
To receive for approval the Minutes as an accurate record of the Council Meeting held on 12th February 2024 and for the chairman to sign these.

FC248-23/24 **District and County Councillors Reports** (for noting only)
To receive and note reports.

FC249-23/24 **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.

FC250-23/24 **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 March 2024				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
		No new planning applications for consideration.		

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)	Planning Application comments from the Planning Committee meeting on 1 st March 2024 (for noting only);
iv)	Schedule of Planning Decisions made by Horsham District Council on previous applications (for noting only);
v)	To report/consider for comment on any appeal notices and decisions;
vi)	To report on alleged enforcements (for noting only).
vii)	To report on planning applications being considered at Planning Committee North.
viii)	To report on the schedule of outstanding Planning Compliance issues being considered by HDC (for noting only).
ix)	DC/21/1339 Construction of Sand School and Stable Block To note update.
x)	Local Plan Consultation To note update and submission.
xi)	Sussex Topiary To note correspondence update.

xii)	Planning Peers Challenge meeting 28th February To note update.
FC251-23/24	Correspondence Update (for noting only) • Resurfacing Lynwick Street • ANPR SIDs.
FC252-23/24	Chairman's Report (for noting only) • HDC – LGA Review
FC253-23/24	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 12 th February 2024 – 10 th March 2024) • Traffic Calming Consultation 24.2.24 great success and turn out. For anyone that was unable to attend, another consultation date has been arranged for Sunday 17th March from 2.30pm - 4pm at Rudgwick Hall. • Emergency call out procedures – to be discussed at the next HROS meeting. • Defibrillator at Tismans Common is out of action and being repaired. • Defibrillator training – to follow up previous communication sent to various groups/sports clubs. Min numbers required to make it financially viable to proceed. • Football Tournament – Liasing with the football club and Little Street tenant, no further communications or updates. Informed the Football Club to cancel the ice cream van and for contact to be made with Apple Tree Café regarding catering options. • Rudgwick Parish Council Pickleball Grant Application – no response, chased for an update on 4.3.24 • RH Boiler awaiting repair • Meeting arranged for RPC to meet with Pennthorpe on 13th March, to discuss the MUGA and future plans/working together in the community.
FC254-23/24	Parish Council representatives on outside Organisations (for noting only) To receive reports if applicable. • RYC Management Committee meeting 19th February • HALC Draft Minutes
FC255-23/24	Finance • Payments made/received February; • Detailed Receipts & Payments by budget heading February; • Bank Reconciliations for February: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made
FC256-23/24	Review Business Plan & EMRs To receive and resolve.
FC257-23/24	D-DAY 80 Flag of Peace To receive and resolve.
FC258-23/24	RPC Website To receive and resolve.

FC259-23/24	Rudgwick Parish Bus Stops Update To receive and resolve.
FC260-23/24	Downslink Crossing A281 To receive and resolve.
FC261-23/24	Rudgwick Cricket Club Request To receive and resolve.
FC262-23/24	Climate and Environment Group Update To receive and note.
FC263-23/24	Bio Diversity Noticeboard – KGV Field To receive and resolve.
FC264-23/24	RH Flooring To receive and resolve.
FC265-23/24	Pickleball at RH To receive and resolve.
FC266-23/24	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.
FC267-23/24	Staffing To receive and resolve.
FC268-23/24	Date of next Meeting: To be confirmed

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 11th March 2024 at 7.00 pm

Clerk's Report

To be read in conjunction with the Agenda

FC245-23/24	Apologies for Absence Recommendation: To resolve to receive and approve apologies.
FC246-23/24	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>
FC247-23/24	<u>Minutes of Council Meeting of 12th February 2024</u> Recommendation: To receive for approval the minutes as an accurate record of the Council Meeting of 12th February 2024 and for the Chairman to sign these.
FC248-23/24	District and County Councillors Reports (for noting only) Recommendation: To receive and note reports.
FC249-23/24	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.
FC250-23/24	Planning To report on:
i)	There are no 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)	Planning Application comments from the Planning Committee meeting on 1 st March 2024 (for noting only);
iv)	To report on Schedule of Planning Decisions made by Horsham District Council on previous applications (for noting only);
v)	To note there are no new applications being considered/determined by the Planning Inspectorate (for noting only).

vi)	To report on Schedule of new Planning Compliance issues being considered by HDC (for noting only).
vii)	To note there are no new planning applications being considered at Planning Committee North (for noting only).
viii)	To report on the schedule of outstanding Planning Compliance issues being considered by HDC (for noting only).
ix)	DC/21/1339 Construction of Sand School and Stable Block To note the officer has still not replied to the original email dated 19 th January 2024, two further messages have been sent, 8 th February & 4 th March 2024 requesting a response.
x)	Local Plan Consultation To note the collated HDLP responses which have been submitted to HDC. Policy HA14 , Policy 28 , Policy 43 , Inset Map 28
xi)	Sussex Topiary To note correspondence update.
xii)	Planning Peers Challenge meeting 28th February 2024 To note the update from Cllr S Kornicky.
FC251-23/24	Correspondence Update (for noting only) Recommendation: To resolve to note correspondence update. • Resurfacing Lynwick Street • ANPR SIDs – Response received (27.2.24) from The Office of the Sussex Police & Crime Commissioner has been sent to Jeremy Quin MP and Trevor Leggo.
FC252-23/24	Chairman's Report (for noting only) • HDC – LGA Review
FC253-23/24	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates from (from 12 th February 2024 – 10 th March 2024) • Traffic Calming Consultation 24.2.24 great success and turn out. For anyone that was unable to attend, another consultation date has been arranged for Sunday 17th March from 2.30pm - 4pm at Rudgwick Hall. • Emergency call out procedures – to be discussed at the next HROS meeting. • Defibrillator at Tismans Common is out of action and being repaired. • Defibrillator training – to follow up previous communication sent to various groups/sports clubs. Min numbers required to make it financially viable to proceed. • Football Tournament – Liasing with the football club and Little Street tenant, no further communications, or updates. Informed the Football Club to cancel the ice cream van and for contact to be made with Apple Tree Café regarding catering options. • Rudgwick Parish Council Pickleball Grant Application – no response, chased for an update on 4.3.24 • RH Boiler awaiting repair. • Meeting arranged for RPC to meet with Pennthorpe on 13th March, to discuss the MUGA and future plans/working together in the community.

FC254-23/24	Parish Council representatives on outside Organisations (for noting only) To receive reports if applicable. • RYC Management Committee meeting 19th February • HALC Draft Minutes and update from Cllr P Thompson
FC255-23/24	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 February, February(JS); • Detailed Receipts & Payments by budget heading February; • Bank Reconciliations for February: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made
FC256-23/24	Review Business Plan & EMRs Recommendation: To receive and review the Business Plan and EMRs and to agree any amendments.
FC257-23/24	D-DAY 80 FLAG OF PEACE Recommendation: To receive information and discuss and approve actions to be undertaken. See report
FC258-23/24	RPC Website Recommendation: To receive update on RPC website and discuss and approve actions to be undertaken, to include the following: • Provider approval: Vision ICT at a £850 + VAT - 10 pages and 5 years of minutes and agendas (+ finance) using Wordpress. Previous approval for expenditure up to £1000, which allows for additional pages to be included if required, with the flexibility of adding new pages at no cost, either by RPC or by us for a nominal fee of £35 + VAT. They provide comprehensive backups, including the entire database. Each page comes with a change log, allowing you to revert to previous versions if needed. • Annual fee is £225 + VAT inclusive of website hosting, support and SSL renewal fee (£50 + VAT). • Approval required: Vision ICT advised that changing to gov.uk domain would be advisable however their recommendation was to keep what we have currently and to apply for the government funding, available in April for £100 which can be used towards setting this up at a cost of £125 plus VAT • Approval required for Clerk and Assistant clerk to be paid for additional hours required to populate the information for the last 5 years.
FC259-23/24	Rudgwick Parish Bus Stops Update Recommendation: To receive update and discuss and approve actions to be undertaken.
FC260-23/24	Downslink Crossing A281 Recommendation: To receive and note the content of the RPC summary and agree the next action for RPC to take regarding the matter.

FC261-23/24	Rudgwick Cricket Club Recommendation: To receive and approve the use and location of advertising boards in relation to a request from the cricket club: We are seeking to raise funds for our new cricket nets. At other clubs they often have advertising boarding around the ground and we were wondering if this would be possible at the playing fields. Not necessarily on a permanent basis but maybe for 6 months of the year over the summer? I would envisage the best place to put them would be between the footpath and the tennis courts. The Tennis Club have been contacted and they are discussing internally but initially they seem fine with the proposed banners for advertising.
FC262-23/24	Climate and Environment Group Update Recommendation: To resolve to note the Climate and environment group update.
FC263-23/24	Bio Diversity Noticeboard – KGV Field Recommendation: To receive update on the noticeboard which has fallen and discuss and approve whether repair, removal or replacement is to be undertaken. (Pictures already circulated to Cllrs.)
FC264-23/24	RH Flooring Recommendation: To receive and approve a contractor for the refurbishment of the RH floor. Facilities Officer has circulated revised quotations, expenditure was approved at the February FCM, a resolution to spend up to £5000.00 for the refurbishment of the RH floor.
FC265-23/24	Pickleball at RH Recommendation: To receive update from Cllr P Kornycky and discuss and approve actions to be undertaken.
FC266-23/24	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.
FC267-23/24	Staffing Recommendation: To receive update/consider for approval 3.5hrs overtime for the clerk and 5hrs overtime for the assistant clerk for hours worked/to be worked for the traffic calming consultations. To discuss and approve lieu hours/annual leave to be carried over to the following years entitlement.
FC268-23/24	Date of next Meeting: To be confirmed Recommendation: To resolve to confirm the date of the next meeting.