



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 9th October 2023 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

The meeting started at 7.02pm.

Present: Councillors S Alker, D Buckley (Chairman), R Burse, A Haynes, P Kornycky, S Kornycky, R Landeryou (Horsham District (HD) Councillor, Cllr Maclachlan, A Ryan, P Thompson and R Wild.

Also, present Anna Clayton – Clerk and one member of the public.

FC117-23/24	Apologies for Absence Apologies were received from West Sussex County Councillor Christian Mitchell and noted .		
FC118-23/24	Declarations of Interest It was unanimously resolved to note that no Declarations of Interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct were made.		
FC119-23/24	Minutes of Council Meeting of 11th September 2023 It was unanimously resolved for the minutes as an accurate record of the Council Meeting held on 11th September 2023 and for the Chairman to sign these.		
FC120-23/24	District and County Councillors Reports (for noting only) It was unanimously resolved to note HD Councillor Landeryou’s report . It was unanimously resolved to note WSCC Christian Mitchell’s report . Clerk to follow up with WSCC Christian Mitchell, thanking him for his report and for an update in relation to our email dated 9.6.23, pot holes in Kilnfield Rd. The Chairman formally thanked both Cllrs for their reports.		
FC121-23/24	Public Speaking Session There were no public speakers.		
FC122-23/24	Planning To report on:		
i)	Current Planning Applications were resolved unanimously and noted for comment to Horsham District Council (HDC).		
Applications considered at Rudgwick Parish Council Meeting 9th October 2023			
Application No	Applicant	Reason for Application	Recommendation

DC/23/1723 22.09.2023	Sailtops, Cox Green, Rudgwick	Change of use from paddock to domestic garden / residential curtilage associated with Sailtops.	Objection Please find a link to the full objection and explanatory diagram .
DISC/23/0206 20.09.2023	Arun House, Church Stret, Rudgwick	Approval of details reserved by condition 3- DC/23/0259	No Objection
DC/23/1712 22.09.2023	4 Bridge Road, Rudgwick	Surgery 1x Oak	No objection following tree warden site visit
DC/23/1819 29.09.2023	Wanford, Haven Road, The Haven	Demolition of 2No. storage buildings and erection of replacement storage building	No Objection

CLlr S Alker left the meeting at 7.23pm and returned at 7.26pm

ii)	It was unanimously resolved to note Planning Applications made under delegated powers
iii)	It was unanimously resolved to note the Schedule of Planning Decisions made by Horsham District Council on previous applications;
iv)	It was unanimously resolved to note there are no applications being considered/determined by the Planning Inspectorate (for noting only).
v)	It was unanimously resolved to note that there are no new planning applications being considered at Planning Committee North (for noting only)
vi)	It was unanimously resolved to note the new Planning Compliance issues being considered by HDC.
vii)	It was unanimously resolved to note To report on the schedule of outstanding Planning Compliance Issues being considered by HDC (for noting only).
FC123-23/24	Correspondence Update (for noting only) • Update on Rudgwick Churchyard extension • Letter to Jeremy Quinn MP from Stewart Wingate CEO Gatwick Airport • The Camping and Caravanning Club UK - Subject; Topiary, Naldretts Lane, Rudgwick RH12 3BU Clerk to chase up response
FC124-23/24	Chairman's Report It was unanimously resolved to note Chairman's announcements: • T & F Group – Next meeting to take place on Wednesday 11th October at 2pm
FC125-23/24	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 11 th September – 08 th October 2023) • Tree works – Southern Water Pumping station. Access now cleared. Tree works to be undertaken by Southern Water. Date TBC. • Clerk has submitted an application for the DHSC Community Automated External Defibrillator Fund - a. 100 applications will be selected by DHSC to receive a fully funded AED - (funding is provided by DHSC and London Hearts)

	b. 1900 applications will receive partial DHSC and London Hearts funding for an AED - organisations will be required to provide their own match funding on c. £750. • Building Survey Update - KGV/Little Street and Rudgwick Hall have been completed. Waiting on RYC and Jubilee Hall to be actioned. • Oak Tree Donation – Cllr Ryan checking with the Rangers on possible donation of trees. Working with the local community to find possible tree projects in need of donated Oak trees. Suggestion for information relating to the donation, to be submitted to the Parish magazine. • GDPR - RPC sought advice from GDPR consultant re photography on the playing field. • PCSO – new PCSO for Rudgwick PCSO Tom Fontyn can be contacted at tom.fontyn1@sussex.police.uk • Skatepark benches have been ordered, there is an 18 week wait for stock availability and delivery. • Community Transport Sussex have been in contact to establish the transport needs in the local area/ transport survey. • Carpark leak work to commence 10.10.23 for a duration of 4 days, with minimal disruption. • Clerk to send out pictures of the Skatepark benches ordered. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC126-23/24	Parish Council representatives on outside Organisations It was unanimously resolved to note reports received. • Local Plan Parish Workshop: North of the District 14th September 2023 Response sent back to Natasha Robinson at HDC
FC127-23/24	Finance It was unanimously resolved to note 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; • Payments to be made • Transfer of £40,000 from Lloyds Business Account to Lloyds Savings Account; Proposed by Cllr P Kornicky and seconded by Cllr S Kornicky
FC129-23/24	Lloyds accounts/ NS&I account– to update signatory details/ remove access for Cllr/ add new Cllrs. It was unanimously resolved to agree to keep the existing Cllr signatories on the Lloyds Banks Accounts; NS&I Account. Cllr Buckley Cllr Thompson – will be visiting the office to set up online banking Cllr Burse Cllr Maclachlan
FC129-23/24	Acceptance of notice of conclusion of 2022/23 audit It was unanimously resolved to note

	• Signed External Auditor Report Audit Report and Certificate 2022/2023 • SA Notice of Conclusion of Accounts
FC130-23/24	Pickleball/Mini-Tennis court markings and portable net for Rudgwick Hall It was unanimously resolved to note the update detailing: • Investment up to a possible £1000 to include marking out of the hall, portable net and equipment. • Propose to discuss at the next HROS meeting to progress with further detail. • Look into potential grants available/gauge interest via the Parish Magazine.
FC131-23/24	Winter Maintenance Plan It was unanimously resolved to note Rudgwick Parish Magazine article and the following actions to be undertaken. Cllr Gormely to be removed, a note to be placed in the Parish Magazine for a volunteer. Clerk to send Insert for the November issue to the Parish magazine editor. Winter plan inserts to be sent to Cllr P Kornicky for amendment. • Winter Maintenance Plan • WSCC Winter Offer 2023/24 • Insert for RP Magazine November (to be amended) • RPM Insert page 1 Winterplan (2022 copy – to be amended) • RPM Insert page 2 Winterplan (2022 copy – to be amended) Proposed by Cllr R Wild seconded by Cllr P Kornicky
FC132-23/24	Defib – Football Club It was unanimously resolved to approve the use of the KGV building for a defibrillator however RPC resolved to agree that they would be unable to fund, install or maintain the unit, due to the close location of an existing defibrillator on the Rudgwick Hall. If the Sports clubs wish to fund this defibrillator, RPC would support this, a suggestion of sponsorship was a possible avenue for funding, the sports clubs could investigate.
FC133-23/24	RYC Update It was unanimously resolved to note the update, actions were discussed and addressed.
FC134-23/24	Holman Bench, Church St x The Ridge It was unanimously resolved to approve expenditure of up to £250 for material, for the refurbishment of the bench. Proposed by Cllr P Thompson seconded by Cllr A Haynes.
FC135-23/24	TCWG Update It was unanimously resolved to note the Traffic Calming Group report and recommendations to Parish Council It was unanimously resolved to approve the recommendations: 1. RPC schedule a date for the Public Consultation on Traffic Calming proposals. Date to be set for earliest convenience, taking into consideration time for advertising and promotion. Date set: Saturday 24th February 2024 1 – 3pm.

	2. If a meeting between RPC and WSCC Highways is set up to discuss a variety of issues in the village (e.g. bus stops and Downs Link), Traffic Calming proposals for Rudgwick to be included to gain broad acceptability. 3. WSCC have scheduled a school zone for 2023/24 – request any further information of what is proposed, together with an implementation timetable. 4. TRO for 50mph buffer west of Bucks Green, on A281. 5. TRO for Haven Road, reduce the speed limit from A281 to houses south of Naldretts Lane. 6. The traffic calming group feels that there is a need for another SID display unit to be purchased, so that we have 2 on A281, 2 on Church St (to include 1 in Cox Green), 1 each on Haven Road, Loxwood Road and Lynwick Street. Request approval for up to £2,500 to spend on an additional device, including some spare batteries. Proposed by Cllr R Wild seconded by Cllr S Alker.
FC136-23/24	Rudgwick Day It was unanimously resolved to agree in principle the suggestion from a Parishioner for a Rudgwick Day, RPC gives full support and are happy to provide a Parish Council co-ordinator and use of facilities/contribution, providing there is a committee set up and further details advised to RPC.
FC137-23/24	Climate and Environment Group and the Emergency Planning, Resilience and Community Safety plan It was unanimously resolved to note the Climate and Environment Group and the Emergency Planning, Resilience and Community Safety plan
FC138-23/24	Update on the Downs Link Crossing TRO/WSCC Highways Issues It was unanimously resolved to note the update from Cllr S Kornicky. Cllr S Kornicky to contact the Clerk with details of Adam Bazley (WSCC Highways) to arrange a meeting, to expediate the ongoing concerns.
FC139-23/24	Staffing It was unanimously resolved to approve overtime payment of 10.5 hours for the Clerk and 6.5hrs for the Assistant Clerk. Proposed by Cllr S Kornicky seconded by Cllr R Wild
FC116-23/24	Date of next Meeting: 13th November 2023, at 7.00 pm It was resolved to note the date of the next meeting as 13th November 2023, at 7.00 pm

There being no other business, the Chairman closed the meeting at 9.05 pm

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Councillor D Buckley
Chairman

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Date