



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 11th December 2023 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

The meeting started at 7.03pm.

Present: Councillors D Buckley (Chairman), R Burse, A Haynes, P Kornycky, S Kornycky, Cllr Maclachlan, A Ryan, P Thompson and R Wild. Co-opted Cllr S Torn.

Also, present Anna Clayton – Clerk and five members of the public.

FC165-23/24	Apologies for Absence Apologies were received from R Landeryou (Horsham District (HD) Councillor and West Sussex County Councillor Christian Mitchell and noted. Cllr Alker was absent.
FC166-23/24	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. FC181-23/24 Cllr P Kornycky noted his involvement with the RPS Finances with reference to this agenda item and would refrain from comment or voting.
FC167-23/24	Minutes of Council Meeting of 13th November 2023 It was unanimously resolved for the minutes as an accurate record of the Council Meeting of 13th November 2023 and for the Chairman to sign these.
FC168-23/24	Minutes of Finance, Policy and Human Resources Committee Meeting of 5th July 2023 It was unanimously resolved to adopt the previously approved minutes as an accurate record of the Finance, Policy and Human Resources Committee Meeting on 5th July 2023.
	7.05pm Cllr A Haynes joined the meeting
FC169-23/24	Co-option of new Councillors It was resolved to co-opt Mr Simon Torn as Councillor, proposed by Cllr David Buckley seconded by Cllr Paul Kornycky and unanimously agreed. The Councillor signed the Declaration of Acceptance of Office. The Chairman reminded the members that the Nolan Principles of public life and code of conduct had to be adhered to by all Parish Councillors and all elected officials.
FC170-23/24	District and County Councillors Reports (for noting only) It was unanimously resolved to note HD Councillor Landeryou's report. My apologies for absence for RPC meeting on the 11th, as item FC172 xii Local Plan Consultation. I will be attending the extraordinary Council meeting to debate and vote on the local plan.

	Should the plan be agreed the Reg 19 document will be released in January for public consultation, and then subject to any alteration arising from the consultation, sent to the inspector for approval. We are currently working on the budget for2024/25 due to go to cabinet in February. It was unanimously resolved to note WSCC Christian Mitchell's report Clerk to write to WSCC Highways to advise RPC noted the report of the County Councillor and would give this further consideration after the meeting with Adam Bazley in January and before our next FCM. In the interim RPC would like to ask what is holding up the movement of the 40mph speed limit sign. The Chairman formally thanked both Cllrs for their reports.		
FC171-23/24	Public Speaking Session Residents spoke in relation to planning application DC/23/2142. Resident thanked the RPC for all they have done for the Parish this year and wished everyone a Merry Christmas.		
FC172-23/24	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 11th December 2023			
Application No	Applicant	Reason for Application	Recommendation
DC/23/2142 28.11.2023	Boreham House, Church Street, Rudgwick	Variation of Conditions 1,8,9,10, and 13 of previously approved application DC/22/2048 (Variation of condition 1 of previously approved application reference DC/22/1571 (Variation of condition 1 of previously approved application DC/22/0085 (Variation of Condition 1 (plans) and Removal of Condition 4 (finished floor levels), 5 (materials), 6 (water use), and 7 (landscaping) of previously approved application DC/19/1229 (Erection of 2.No two storey detached dwellings with associated parking and garage, landscaping and creation of hard standing) to	RPC strongly object to the Variation of Conditions application. Please see a link to the objection below. DC/23/2142 objection

		allow for design alterations to Unit 2) to allow for the phasing of the overall scheme) to allow for minor design changes to Unit 1.) Variation sought in respect of air source heat pump, water neutrality, water drainage details, finished floor levels, engineering layout, and arboricultural details including tree protection plan.	
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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 the 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).
viii)	Amendment to application - DC/23/1891
ix)	Oakfield - HDC misapplication of Policy RNP2 (Housing Mix to meet local needs). Response should be received by 20 th December, to report in the Jan FCM.
x)	Consultation on our Local Validation Requirement To consider a response to the HDC consultation on Local Validation Requirements runs from 7 December 2023 – 5 January 2024
xi)	Parish Council Planning comments Letter submitted to Guy Everest , Chair of HDC Planning Committee re the Parish Council comments not always being included on HDCs Planning Portal. To consider further action. It was unanimously resolved to note a further letter to request greater care is taken to ensure this doesn't happen again in the future. Request to add to HALC agenda when next joint agenda with HDC.
xii)	Local Plan Consultation Agenda Extraordinary Council Meeting, Council - Monday, 11th December 2023

	6.00 pm Request to add to January FCM.
FC173-23/24	Correspondence Update (for noting only) • Letter of thanks sent to Paul King-Fisher • Mr Adam Bazley WSCC Area Highway Manager – Meeting Request Meeting to be arranged in January 2024
FC174-23/24	Chairman's Report It was unanimously resolved to note Chairman's announcements: • Thanks to retiring Dr Khalafpour at the Rudgwick Medical Centre and welcome to the new Dr, Dr Douglas McCleod. • Arrangements for icy conditions in the village - Request for Cllr assistance in icy conditions to salt pavement areas around the medial centre/Co-op. Remind emergency co-ordinator. • Malcolm Eastwood, Clerk to send condolences to his family.
FC175-23/24	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 13th November – 10th December 2023) • Churchmans Meadow – new gate and posts installed. • Carpark Water Mains Pipework, a further leak reported to Southern Water. • Installation of Solar batteries at KGV. • New signage installed outside the Co-op, sponsored by RPS. • Community Climate Fund application – RPC have been awarded £1,996 for the KGV Changing Room LED Lighting Project. • TRO Requests - A281 Bucks Green & Haven Road – WSCC Christian Mitchell has confirmed: <i>I am very happy to confirm my support for the scheme and application.</i> • Application for a DHSC Match Funded Defibrillator – I have confirmation that we have been offered DHSC match funding in respect of a Mindray C1A Defibrillator and External Heated Cabinet with keypad lock. £750.00 payable to London Hearts, the remaining cost to be covered by the match funding. • Saplings in Churchmans Meadow – Clerk advised of damage to guards, looking into options for replacement to ensure trees are protected. • Continued issues with the RPC website, if this continues decisions on how we proceed will need to be on the January agenda. • Skatepark benches have been delivered to RH, installation date 11 January 2024. • New CCTV camera fitted to RH. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC176-23/24	Parish Council representatives on outside Organisations It was unanimously resolved to note there were no reports received.
FC177-23/24	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 November; • Detailed Receipts & Payments by budget heading November;

	- Bank Reconciliations for November: Lloyds: Business, Savings, Deed and NS&I Accounts; Monthly Bank Reconciliation; Payments to be made - Transfer of £20,000 from Lloyds Savings Account to Lloyds Business Account; Proposed by Cllr P Kornycky and seconded by Cllr I Maclachlan
FC178-23/24	Parish Council Budget and Precept for the financial year 1st April 2024 to 31st March 2025 It was unanimously resolved to approve the Rudgwick Parish Council 2023/24 budget and forecast 2024/25 and approve the proposed precept of £115,960 representing a 5.99% increase (Band D of £80 and £4.52 per year increase). RPC Forecast 2023/24 and Budget 2024/25 Proposed by Cllr P Kornycky seconded by Cllr R Burse and agreed
	Cllr A left the meeting at 8.02pm and returned at 8.05pm.
FC179-23/24	Actions from Finance, Policies and Human Resources Committee meeting 29th November 2023. It was unanimously resolved to and action the recommendations from the FPHR Meeting 29th November 2023, draft minutes: Documents relating to the proposed revised hall hire charges: Rudgwick Hall Jubilee Hall Implement from 1st January for new hirers and 1st April 2024 for existing hirers. Any discretionary rates can only to be taken to full council for discussion and approval. Office staff roles and Responsibilities – Clerk to set up initial proposal and T & F group to be set up to discuss further. Proposed by Cllr S Kornycky seconded by Cllr A Haynes and agreed
FC180-23/24	Internal Audit It was unanimously resolved to approve and note the contents of the Interim Internal Audit Year Ended 31 March 2024, there were no recommendations noted from the auditor.
FC181-23/24	Rudgwick Magazine Contribution It was unanimously resolved to approve an increase in the RPC contribution to the Rudgwick Parish Magazine commencing 2024, presently £650.00 and approve an increase to £720.00. Proposed by Cllr P Thompson seconded by Cllr A Ryan and agreed
FC182-23/24	Graveyard Maintenance Contribution It was unanimously resolved to approve the request from the Church, for an increased Burial Ground Grant, presently £2,000 and approve an increase to £2,100. Proposed by Cllr R Wild and seconded by Cllr R Burse
FC183-23/24	KGV Changing Room LED Lighting Project It was unanimously resolved to note the Community Climate Fund application, awarding RPC with £1,996 for KGV Changing Room LED Lighting and to approve TMS as the contractor to undertake the works for a total sum of £1996 ex vat to also include the boiler room LED lighting at an additional cost of £262.50 ex vat. Proposed by Cllr I Maclachlan and seconded by Cllr A Haynes

FC184-23/24	KGV Controls update and battery installation It was unanimously resolved to note the update from Cllr P Kornysky. • Heating and hot water controls now work on boost controls, which automatically switch off. • Vent-Axia system - switch was in the electric room, button has been moved to corridor for users. Service is required, assistant clerk is following this up. • Solar battery now installed and working. The back up system is now enabled. App on phone which will allow us to build useful information.
FC185-23/24	Climate and Environment Group and RPC Easy Wins Update It was unanimously resolved to note the Climate and Environment Group and the RPC Easy Wins document and approve expenditure of up to £100 on replacement tree guards for Churchmans Meadow.
FC186-23/24	RH Floor and Pickleball Court Markings It was unanimously resolved to note the quotes circulated to Cllrs relating to the RH floor, further evaluation required, noting reasons behind contractor choice. FO to contact Ellens Green Memorial Hall for information relating to floor work completed there.
FC187-23/24	Cricket Camp It was unanimously resolved to approve in principle the proposal from GoFest Active, with Rudgwick Cricket Clubs support and approve requested use of the field for Cricket Camp activities, with the following conditions: • Field cost hire to be determined by the cricket club, RPC are happy for the contribution of funds for use of the field in this instance, to be donated to the new proposed cricket nets. • Clerk to contact the Cricket Club and GoFest to ensure RPC see a copy of the PL and T&C's and that these are fulfilled and that RPC are not liable. • The agreement would be with RPC and terminated if required. • Dates to be confirmed to ensure field is available for use.
FC188-23/24	RYC Update It was unanimously resolved to note the update from Cllr S Kornysky. Update from the management committee meeting – • MUGA at RYC – RYC have sent a proposal to RPC, now awaiting their response. To be discussed at the next Halls, Recreation and Outside Space (HROS) meeting in January. • Outside Lighting has been improved, to ensure safety around the building. • Attendance numbers remain at a good level. • The thank you letter from RPC to Paul King-Fisher and his team was gratefully received and noted.
FC189-23/24	TCWG Update It was unanimously resolved to note the update from Cllr S Kornysky. • Request for the clerk to send a letter to Katy Bourne - Police and Crime Commissioner for Sussex with a copy to Jeremy Quin MP, in relation to the use of ANPR SIDs. TCWG to assist compiling the letter and advise clerk. • 7th SID – Hoping for this to be in use before Christmas. Potential location Cox Green. • Feedback was noted from a Loxwood Road resident in relation to the SID location.

	• 2 x TROs to be submitted. WSCC Mitchell gave his support. • Traffic Calming Consultation was discussed. • Thanks to the Clerks for advertising the Traffic Consultation date on the website and FB. Request made for the office to assist with printing. A request for display boards was made.
FC190-23/24	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.
FC191-23/24	Little Street and Tennis Club Lease Reviews It was unanimously resolved to approve the update from the T & F group. • Cllr Wild to circulate Little Street draft agreement for approval. • Recommend to Council to finalise the split of the KGV/Tennis Club business rates. (recently discovered stalled) separation of the business rates for the 4xhard courts, to the tennis club. • Seek to get it backdated to 1st April 2019. • RPC to cover all such rate charges invoiced by HDC to the tennis club up to an effective date of 31st March 2025 (N.B. in respect of the 4xhard courts only) • So, from 1st April 2025 the tennis club will (as per the lease) be responsible for these business rates. • Process may take up to 6 months to complete.
FC192-23/24	Staffing It was unanimously resolved to approve overtime payment of 14.5 hours for the Clerk and 10hrs for the Assistant Clerk. Proposed by Cllr R Burse seconded by Cllr A Haynes
FC193-23/24	Date of next Meeting: 15th January 2024, at 7.00 pm It was resolved to note the date of the next meeting as 15 th January 2024, at 7.00 pm

There being no other business, the Chairman closed the meeting at 9.03 pm

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Councillor D Buckley
Chairman

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Date