



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 13th February 2023 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

Present: Councillors S Alker, D Buckley (Chairman), R Burse, A Gormley, P Kornysky, S Kornysky, I Maclachlan, A Ryan and P Thompson.

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

The meeting was opened at 7.02pm

FC239-22/23	Apologies for Absence Apologies were received from West Sussex County Councillor (WSC Cllr) Christian Mitchell, HDC Richard Landeryou, Cllr Haynes and noted.
FC240-22/23	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. Cllr Kornysky advised she is involved in the Bridge the Downslink Campaign and will have an interest in future discussions on this topic and agenda item FC245-22/23
FC241-22/23	<u>Minutes of Council Meeting 16th January 2023</u> It was unanimously resolved for the Minutes as an accurate record of the Council Meeting held on 16th January 2023 and for the chairman to sign these.
FC242-22/23	District and County Councillors Reports (for noting only) It was unanimously resolved to note WS County councillor Mitchell report. It was unanimously resolved to note HDC Landeryou's report. The Clerk to request an update from the District Cllr on the three business units at Rudgwick Metals and their occupation. The Chairman formally thanked WS County councillor Mitchell and HD Councillor Landeryou for their reports.
FC243-22/23	Public Speaking Session There were no public speakers.
FC244-22/23	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 13th February 2023			
Application No	Applicant	Reason for Application	Recommendation
<u>DC/22/2367</u> 24.02.2023	Quince Farm, Naldretts Lane, Rudgwick	Variation of Condition 1 of previously approved application DC/21/0842 (Construction of a detached dwellinghouse on the completed foundations of a previously permitted dwellinghouse) to allow for alterations to the approved dwelling, including revised fenestration and internal layout.	No Comment
<u>DC/22/2156</u> 26.01.2023 (additional information)	The Levee, Loxwood Road, Rudgwick	Erection of 3no buildings for the provision of dog breeding kennels with ancillary facilities and works.	Rudgwick Parish Council's previous comment of No Objection subject to certain conditions being met, still stands. However, we would like to add a further condition: ' Additional details should be provided of how the fire safety and access issues raised by WSCC Fire Officer are to be satisfactorily resolved, prior to final adjudication on this application.'
<u>DC/23/0084</u> 16.01.2023	6 Riddens, Loxwood Road, Rudgwick	Extension to loft area, incorporating creation of a rear dormer (Lawful Development Certificate - Proposed).	No Objection
ii)	It was unanimously resolved to note Planning Applications comments made under <u>delegated powers</u>		
iii)	It was unanimously resolved to note the Schedule of <u>Planning Decisions</u> made by RPC on previous applications		
iv)	It was unanimously resolved to note the new applications being considered/determined by the <u>Planning Inspectorate</u> .		
v)	It was unanimously resolved to note the <u>planning compliance</u> being considered by HDC.		

vi)	It was unanimously resolved to note the planning applications being considered at Planning Committee ;
vii)	Loxwood Clay Pits - applicant's appeal lodged It was unanimously resolved to note the Planning Inspectorate are currently validating the submission and WSCC are awaiting the start letter. They have been in touch and have confirmed that the appeal will be a public inquiry. Rule Six Party consideration, Cllr I Maclachlan is happy to continue being the PC representative. Agreement for the Clerk to contact HDC and ask them to make a submission to the PI at the appropriate time for the inquiry.
FC245-22/23	Downslink Crossing Update It was unanimously resolved to note the update from Cllr S Kornysky.
FC246-22/23	Correspondence Update (for noting only) Coronation information- on Clerks Weekly update - http://www.rudgwick-pc.org.uk/media/27888/weekly-rpc-clerks-update-23-29-january-2023.pdf
FC247-22/23	Chairman's Report It was unanimously resolved to note Chairman's announcements: - Jubilee Hall Ramp Access https://www.theramppeople.co.uk/wheelchair-ramps/economy-wheelchair-ramps It was decided that whilst a ramp is a great idea, more research is required. The practicalities of storing the ramp, along with the need for accessible toilet facilities, does need to be revisited. A meeting was suggested to create solutions to the ongoing access issues. HROS Committee, Cllr Burse, Cllr Buckley, Cllr S Kornysky and Cllr P Kornysky were happy to be involved in arranging a meeting. - Projector – Continued issues with the projector and feedback from hirers. Clerk to investigate options with manufacturer and look into repair options, depending on outcome update to be given in the March meeting. - Warm Spaces – Book Exchange to continue as a warm space, look to rename warm spaces to 'Drop-in Session'. Friday mornings 10.30-12 once a month. Next sessions will be Friday 24th February and Friday 24th March at Jubilee Hall and to be revisited in the March meeting. Cllrs to confirm with the Clerk on their availability to help.
FC248-22/23	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates ((from 16th January 2023 – 12th February 2023) - Candidates & Agents Briefing - 4 May 2023 – HDC are holding a candidate & agents' briefing by Zoom on the below dates, should those standing wish to attend one of the sessions. 2 March at 4pm - https://us02web.zoom.us/j/83386090387 7 March at 6pm - https://us02web.zoom.us/j/83775163599 Election – Candidate info Please note the Clerk cannot have any involvement in the Election process, this includes printing documents, providing advice and submitting application forms. Nomination Pack

	• Update on the dead tree on the A281- WSCC have advised they have located an alternative address for the landowner and another letter has been sent. • Land on the North Side of Thurne Way, Rudgwick – Letter sent to landowner returned to sender, Clerk to investigate. – Clerk to check with Highways on legalities on Village Warden cutting back from pavement. • Unauthorised access captured by the recently installed CCTV. • Cranleigh Neighbourhood Plan • The Book Exchange have kindly donated £200 towards the heating costs at Jubilee Hall. • The Clerk has secured a £750 HDC Cost of Living Support Fund Grant, to be used in conjunction with the Warm Spaces Initiative including the Book Exchange. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC249-22/23	Parish Council representatives on outside Organisations (for noting only) It was unanimously resolved to note the update. • WSALC Chairs Forum - 25th January 2023 – Cllr Thompson gave an update. • Wilder Horsham District - Nature Recovery Workshop - 2nd Feb 2023 – Update to be covered under FC255-22/23 • RYC Update (meeting 6th Feb 2023) – Cllr S Kornycky gave an update: Skatepark opening was a success, RYC thanked RPC for funding the costs of refreshments. The Skatepark has been popular with attendees of RYC. Attendance figures are continuing to be good. HDC Climate funds confirmed for green roof. Local artist to be involved and mentioned in the Horsham District News. Building works being completed and the S106 budget monitored. Grant/funding for basketball area, Youth Pastor to investigate funding options available. Any projects to be FIT/RPC approved. Drainage – Trees to be removed, Insurers to fund.
FC250-22/23	Finance It was unanimously resolved to note payments made/transfer made/received/ Detailed Receipts & Payments by budget heading/Bank Reconciliation Lloyds Accounts/Monthly Bank Reconciliation and approve all payments to be made. • Payments made/received January; • Detailed Receipts & Payments by budget heading January; • Bank Reconciliations for January: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made • Transfer £20,00.00 from the Lloyds Savings account to the Lloyds Business Account In error an entry was keyed into Riata showing Richard Landeryou as the payee, this was incorrect, and the payee should have been Roche (kitchen roller blind). This entry has been amended and a copy of the bank reconciliation circulated to all Cllrs prior to the meeting. Printer payment of £554.60 authorised by Chairman/Vice as per: Financial Regulations 4.1 Budgetary Control the Clerk/RFO, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items between £500 and £1,000.

	Proposed by Cllr P Kornycky and seconded by Cllr P Thompson
	Cllr Alker left the meeting at 8.10pm and returned at 8.14pm
FC251-22/23	Open Consultation on the pivotal Levelling-up and Regeneration Bill: reforms to national planning policy It was unanimously resolved to note the information and for Cllrs to look at questions and email the clerk with their input. Once received, a response will be compiled, based on Cllr feedback. Closing Date for response 2 March 2023.
FC252-22/23	Connected Kerb - WSCC - Rudgwick Hall - Electric Vehicles Charge Points It was unanimously resolved to agree not to proceed at this time with the installation of Electric Vehicles Charge Points at Rudgwick Hall and for this to be revisited in the future. It was requested that any charge points considered in the future would need to be rapid charging.
FC253-22/23	KGV Bollard Lighting It was unanimously resolved to agree to leave the bollard lighting off and to revisit should the need be required.
FC254-22/23	Memorial Bench/Tree Request It was unanimously resolved to approve a memorial bench or the planting of a tree/s to commemorate Mike and Barbara Weeds. The Clerk to write to the family to discuss options and possible locations.
FC255-22/23	Climate and Environment Group Update It was unanimously resolved to note the update from Cllr Burse and the 6 Month Project Plan Cllrs thanked Cllr Ryan for acquiring the trees for planting in Churchmans Meadow. Solar Battery options to be considered in the future. Possible planting ideas for the Coronation, suitable sites to be considered. The Chairman thanked Cllr Burse for his report.
FC256-22/23	Energy Survey It was unanimously resolved to agree in principle the expenditure of £1,140.00 to instruct BHESCo (Brighton & Hove Energy Services Cooperative) to carry out a Site visit, SBEM calculations, measurements and survey Energy bill analysis, Heat load analysis, Heat emitter analysis, Heat generation specification and cost estimate Analysis of energy savings associated with recommendations. However, Cllrs wanted this item deferred until the March meeting, enabling the Clerk to clarify if it includes the carbon footprint and if a sample report can be obtained for us to look at.
FC257-22/23	Rudgwick Tennis Club – patio Refurbishment It was unanimously resolved to agree for the Clerk to contact the tennis club to request a further quotation for the patio works, as per our Financial Regulations and requirement for three quotations. Once received this will be included on our March agenda for discussion.
FC258-22/23	Churchmans Meadow Path It was unanimously resolved to approve spending of £4,395 for the installation of a new footpath at Churchmans Meadow and to agree to appoint Delwood Interiors as the preferred contractor.

	Proposed by Cllr A Ryan and seconded by Cllr P Thompson
FC259-22/23	KGV Roof Leak It was unanimously resolved to note the update from Cllr Buckley and confirmation of a Building Surveyor visit to site arranged for the 21 st February 2023.
FC260-22/23	Rudgwick Hall – Spring Clear Out It was unanimously resolved to agree for a hall spring clear out to be arranged. To liaise with the Facilities Officer to organise a date and time and for Cllr volunteers to advise the Clerk.
FC261-22/23	Foxholes – Tree Survey Action: quote for further decay evaluations It was unanimously resolved to approve spending of £650.00 exc VAT to carry out Decay evaluation employing PiCUS sonic tomography and Resi microdrill as per the recommendation in the tree survey. Proposed by Cllr S Kornicky and seconded by Cllr R Burse.
FC262-22/23	Resilience and Emergency Plan template It was unanimously resolved to agree to the Resilience and Emergency plan template and approve £120.00 expenditure for the plan. Proposed by Cllr P Thompson and seconded by Cllr R Burse.
FC263-22/23	Sussex Green Living It was unanimously resolved to agree in principle the proposal from Sussex Green Living to spend £300 for a days pop up mobile unit in the village at our January FCM however it was agreed that an ideal event would be the 'Summer Show' on 15 th July at RH. The Clerk to contact Sussex Green Living to negotiate a half days rate if possible.
FC264-22/23	Resolution to exclude the public and press from the business about to be transacted It was resolved unanimously to exclude the public – in accordance with The Public Bodies (admission to Meetings) Act 1960, due to the confidential nature/exempt information.
FC265-22/23	Staffing It was unanimously resolved to approve increased hours for the Assistant Clerk from 15hrs per week to 25hrs per week from 1 st April 2023 with the salary banding agreed to reflect the additional hours and responsibility and approval for payment of overtime for the Clerk. Proposed by Cllr A Alker and seconded by Cllr A Gormley.
FC266-22/23	Date of next Meeting: 13th March 2023, at 7.00 pm It was resolved to note the date of the next meeting as 13 th March 2023, at 7.00 pm.

There being no other business, the Chairman closed the meeting at 9.08 pm

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Councillor D Buckley
Chairman

Date