



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 18th April 2023 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

Present: Councillors D Buckley (Chairman), R Burse, A Gormley, A Haynes, P Kornysky, S Kornysky, HDC Richard Landeryou, I Maclachlan and P Thompson.

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

The meeting was opened at 7.03pm

FC292-22/23	Apologies for Absence Apologies were received from West Sussex County Councillor (WSC Cllr) Christian Mitchell, Cllr A Ryan and noted. Cllr S Alker was absent.
FC293-22/23	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.
FC294-22/23	Minutes of Council Meeting 13th March 2023 It was unanimously resolved for the Minutes as an accurate record of the Council Meeting held on 13th March 2023 and for the chairman to sign these.
FC295-22/23	District and County Councillors Reports (for noting only) It was unanimously resolved to note HDC Landeryou's <u>report</u>: Cllrs requested HDC Landeryou: Respond to Emma Parkes enquiring on the interest level of the 3 commercial units available at Windacres. Pig Farm - Request an update from Madeleine Hartley with progress and any further action. Residents still unhappy with the state of the site. The Clerk was asked to contact West Sussex County Councillor Christian Mitchell in relation to the continued issues and concerns relating to the actions on Kilnfield Road/Church Street. Cllrs are happy to meet to discuss the concerns.
	Cllr P Thompson left the meeting 7.19pm and returned 7.22pm
FC296-22/23	Public Speaking Session A resident raised concerns during meetings when agenda items are discussed and cannot

	always be heard by members of the public. It was suggested microphones are used for all speakers. A resident asked for an update on the progress of finding a suitable site for Allotments. The Care Coordinator and Social Prescriber at Rudgwick Medical Centre spoke about factors that affect health that are not always clinical, she highlighted many areas which she would like to connect further with local residents. Care plans, bereavement and dementia were some of the topics mentioned, with a keen focus on holding events and requesting the support of RPC. Looking to make Rudgwick Dementia Friendly by involving the community and requesting RPC support in raising awareness of events.		
	Cllr A Haynes left the meeting 7.38pm and returned 7.40pm		
FC297-22/23	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 18th April 2023			
Application No	Applicant	Reason for Application	Recommendation
DC/23/0581 30.03.2023 (Tree Warden 31.03.2023)	The Old Stable House, Church Street, Rudgwick	Surgery to 1x Yew (Works to Trees in a Conservation Area)	No objection following tree warden site visit and applicant conditions.
DC/23/0386 06.04.2023	Ruskins, Lynwick Street, Rudgwick	Erection of single storey front and rear extension	No Objection providing the HDC Heritage Officer is satisfied that that proposed works will not adversely affect the listed building.
ii)	It was unanimously resolved to note Planning Applications comments made under delegated powers		
iii)	It was unanimously resolved to note the Schedule of Planning Decisions made by RPC on previous applications		
iv)	It was unanimously resolved to note the new applications being considered/determined by the Planning Inspectorate .		
v)	It was unanimously resolved to note the planning compliance issues being considered by HDC.		
vi)	It was unanimously resolved to note no planning applications are being considered at Planning Committee North.		
FC298-22/23	Correspondence Update (for noting only)		
FC299-22/23	Chairman's Report It was unanimously resolved to note Chairman's announcements: Task & Finish Goup – suggested that another meeting date is diarised for Tuesday		

	16th May 2023 Request for contribution for Coronation Celebrations, the HDC grant of £200 has been obtained and RPC are happy to contribute between interested parties.
FC300-22/23	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 13th March 2023 – 17th April 2023) - KGV Road Maintenance – Wilbar Associates will be working on the road and the drainage issues on 2nd June. The road will not need to be shut during this time but will make Little Street aware. They will also remove the hippo bags in situ and waste from the previous course. Works left to complete after this will be the pothole outside the children's play park. - Church Street/Kilnfield Road – Update received from WSCC Mitchell from Highways advising: We have raised exploratory investigatory excavation works to look into the natural spring issue on Church Street at the junction of Kilnfield Road. I am also in the process of raising larger scale patching works, these include Church Street Roundabout and areas of Kilnfield Road. Once I have a further update, I will let you know. - Election information from HDC: Currently councillors will retire from office on 9 May (the same day the newly elected councillors will take up office). They will continue to act as a parish councillor until this date. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC301-22/23	Parish Council representatives on outside Organisations (for noting only) It was unanimously resolved to note the update. - HDC Climate Action Planning Group - 15th March. - Rudgwick Youth Centre management committee meeting (27th March) - Attendance at RYC sessions remains consistent. After the May half term, the Year 6 from the primary school will be able to attend the Monday after school Drop-in session, in preparation for their transition to secondary school in September. - The Green Canopy bin store project is underway. - The RYC internal building works (using S106 funds) are planned to resume during the Easter holidays, when updating the Boys toilets will be the next item to be tackled. - Rudgwick Junior Football club have donated some goalposts to RYC. They are storing them on the edge of the field near the Green Canopy/Store. - Drainage problem - the remedial works were started on 28th March and the drains are now repaired with a 10yr warranty. Next RYC management committee meeting is 15th May - same evening as May FCM for the new parish council.
FC302-22/23	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 March; Detailed Receipts & Payments by budget heading March;

	• Bank Reconciliations for March: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made Cllr P Kornycky circulated information prior to the meeting, relating to the initial analysis of RPC accounts 22/23 and briefly explained this document. Proposed by Cllr S Kornycky and seconded by Cllr A Haynes
FC303-22/23	S137 Grant Application It was unanimously resolved to approve grant application: • The Games Hub - £300 Proposed by Cllr P Kornycky and seconded by Cllr R Burse
FC304-22/23	Climate and Environment Group Update It was unanimously resolved to note the update from Cllr Burse. The Clerk to investigate a Climate Change tab on the RPC website. The Chairman thanked Cllr Burse for his continued hard work.
FC305-22/23	TCWG Update It was unanimously resolved to note the Traffic Calming Working Group update It was unanimously resolved to approve the following actions: 1) 2021 RPC LTIP application for Watts Corner. To revisit following the APM. 2) update on Downs Link crossing including movement of speed limit signs – to approve a new TRO Application to restate RPC's original request for significant movement of the 40mph limit (towards Horsham) but with a separate (non-TRO) request for additional warning signage at the crossing itself together with the reinstatement of the red road markings. Proposed by Cllr I Maclachlan and seconded by Cllr R Burse
FC306-22/23	Defibrillators It was unanimously resolved to approve a new defibrillator for Jubilee Hall with RPC expenditure from EMR of £1000.00 with match funding required of £1000.00, to fund a total expenditure of £2000.00 for a new defibrillator and 5-year maintenance. It was unanimously resolved to approve face to face training at a cost of £175.00. Clerk to confirm max numbers for training and clarification on whether both defib and CPR. Proposed by Cllr P Thompson and seconded by Cllr S Kornycky
FC307-22/23	Rudgwick Tennis Club – patio Refurbishment It was unanimously resolved to approve the detailed quotation received as requested, from the tennis club in relation to the patio area and approve to spend up to £1000.00 towards the cost of materials required to complete the works. Clerk to order materials. Proposed by Cllr S Kornycky and seconded by Cllr A Haynes.

FC308-22/23	Online Booking It was unanimously resolved to approve Hallmaster online booking system for Rudgwick Hall, Bucks Green Room and Jubilee Hall at a cost of £199 plus VAT per annum, which includes booking and invoices. No set up fee. Proposed by Cllr P Kornysky and seconded by Cllr R Burse.
FC309-22/23	KGV Field/Rudgwick Juniors It was unanimously resolved to approve in principle a licence for the Juniors, RPC would need further information relating to this and a proposal on ground maintenance required. RPC confirmed that no official approach has been made to RPC on the removal of the path around the field. Proposed by Cllr A Haynes and seconded by Cllr S Kornysky.
FC310-22/23	KGV Roof Leak/Building Surveyor Update It was unanimously resolved to note the Surveyors report previously circulated at the March FCM. The task and finish group met on the 21st March to discuss recommendations noted in the report. The previous roofer and surveyor have been invited to attend site to discuss actions to be undertaken, to resolve the roof issues. The Clerk is awaiting costs for further surveyor involvement. Request for surveyor to draw up specification for contractors to then quote.
FC311-22/23	Memorial Bench It was unanimously resolved to approve a wooden memorial bench sited on the KGV playing field. Site proposed was accepted as suitable. RPC request that the bench is secured to the ground and a plaque installed. The Cllrs requested that the Facilities Officer oversees the project. Proposed by Cllr P Thompson and seconded by Cllr A Haynes.
FC312-22/23	Projector Screen It was unanimously resolved to approve the Parish Councils continued use of TSAR projector screen/projector, with the request that the screen can be used at council events noting the following in writing to TSAR. RPC formally guarantee to pay for any damage caused, which under the terms of their insurance cover, must be carried out by CAVS Ltd who installed the equipment. document from CAVS Ltd with details of the make, model and cost of the automatic screen. Rudgwick Arts Society Projector & Screen Proposed by Cllr S Kornysky and seconded by Cllr R Burse.
FC313-22/23	Arrangement and Publicity for the Annual Parish Meeting It was unanimously resolved to approve the Advertising ideas and confirm location of the banners. Refreshments to be purchased.
FC314-22/23	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.
FC315-22/23	Staffing

	It was unanimously resolved to approve 11hrs overtime for the Clerk and 17hrs overtime for the assistant clerk, an ex-gratia payment of £100 for the Facilities Officer in recognition of her hard work project managing the skatepark. Office hours to be discussed at a further meeting. Proposed by Cllr A Gormley and seconded by Cllr P Kornycky
FC316-22/23	Date of next Meeting: 15th May 2023, at 7.00 pm It was resolved to note the date of the next meeting as 15th May 2023, at 7.00 pm.
FC317-22/23	Closing Remarks It was resolved to note the Chairmans closing comments, thanking Cllrs and staff for all their hard work. Thanks was also noted for Cllrs retiring from the Parish Council.

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