



RUDGWICK PARISH COUNCIL

Minutes of the virtual council meeting (in adherence to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392; Business and Planning Act 2020 Section 22 to include Parish Meeting under section 78 of the Coronavirus Act 2020 as part of the Amendment Regulations 2020) of Rudgwick Parish Council held on Monday 8th February 2021 at 7 p.m.

Due to technical reasons the meeting started at 7.06pm

Present: Councillors D Buckley (Chairman), M Ellis (Vice Chairman), A Haynes, S Kornicky, R Landeryou (Councillor/ Horsham District (HD) Councillor), I Maclachlan, W Manson, P Thompson, S Wightman.

Absent: Cllr Gormley,

Also present Anna Clayton – Clerk and two members of the public

FC232-20/21	Apologies for Absence Apologies were received from West Sussex (WS) County Councillor Christian Mitchell noted. Cllr Gormley was absent.
FC233-20/21	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.
FC234-20/21	Minutes of Council Meeting 11th January 2021 It was unanimously resolved for the Minutes to be an accurate record of the Council Meeting held on 11th January 2021 and for the chairman to sign these.
FC235-20/21	District and County Councillors Reports It was unanimously resolved to note WS County Councillor Mitchell's report HD Councillor Landeryou's report. • There is a council meeting on Wednesday 10th February, on the agenda will be the approval of the budget and setting of the council tax (rise by 5% on band D & £1 rise on brown bins). Finances strained as difficult times. Council offices open and continuing to assist the district with Covid related issues. • Update on resident query with reference to speaking/restricted rights to speak at HDC and Cabinet meetings – referred to monitoring officer and awaiting response. The chairman formally thanked both Cllrs for their reports.
FC236-20/21	Public Speaking Session A resident expressed concerns over the proposed reconfiguration of the Downs Link

	Crossing and the importance of consulting all users of the Downs Link, considering those on horseback, the positioning of the speed limit signage and the suggestion of a swing gate. A Cox Green resident gave an update on behalf of the RPS – RPS looking into improving accessible access to the Downs Link, including signage and a noticeboard informing those using the Downs Link of useful information relating to Rudgwick. RPS plans to put in an application for a WSCC grant to fund work to improve the path with access near the medical centre. RPS looking for the support (not financial) of the parish council.		
FC237-20/21	Planning To report on:		
i)	Current Planning Applications were resolved unanimously and noted for comment to Horsham District Council (HDC). It was noted that HD Cllr/Cllr Landeryou did not partake in discussion or voting on these planning applications in the event that these may be discussed at HDC Horsham North Planning Meetings.		
Applications considered at Rudgwick Parish Council Meeting 8th February 2021			
Application No	Applicant	Reason for Application	Recommendation
DC/21/0051 21.01.2021	Arundene Orchard, Loxwood Road, Rudgwick	Application to confirm the building works to Arundene Orchard and related outbuildings, including their use, are lawful (Certificate of Lawful Development - Existing).	No objection
DC/20/2413 25.01.2021	Marshalls Farm, The Haven, Billingshurst	Conversion of existing barn to self-contained dwelling for the stable manager at Marshalls Farm.	No objection on the condition that DC/18/2307 ceases and that the dwelling is linked to the main building.
DC/20/2313 30.11.2020 (Amended)	1 Woodside Cottages, Church Street, Rudgwick	Erection of a single storey rear extension. Installation of new window and No. 2 roof lights to rear elevation.	No objection
DC/20/1992 25.01.2021	Tittlesfold Farm, The Haven, Billingshurst	Installation of an outdoor swimming pool.	No objection
DC/21/0118 29.01.2021	Little Hawks, Lynwick Street, Rudgwick	Erection of a double storey rear extension with a new dormer window and 2 No. rooflights to east elevation. Demolition of old garage roof and construction of new pitched roof.	No objection
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 HDC on previous applications;		

iv)	It was unanimously resolved to note Appeal Notices ;
v)	It was unanimously resolved to note that there were no Alleged Enforcements for comments
vi)	It was unanimously resolved to note that no Planning Applications were sent for consideration at Planning Committee North;
FC238-20/21	Correspondence update: It was resolved to note correspondence update. • Letter to Rudgwick Medical Centre: Recognition of the medical team support to Rudgwick residents, administering the vaccine during the COVID-19 pandemic; • WSALC Value for money project update
FC239-20/21	Chairman's announcements It was unanimously resolved to note Chairman's announcements: • Speeding traffic in Church Street update: The concerned resident has been liaising closely with the police, working towards potential traffic enforcement in the area. • Football Club – Marquee: The Chairman confirmed the marquee had not been sold and was donated to the Ellens Green Gardening Association. • Loxwood Claypit Update – Timing of a likely planning application will be April 2021. An application has also been submitted to WSCC for a new PROW through the woods; this has been supported by evidence gathered from 120 people and is strongly supported by the RPS.
FC240-20/21	Clerk's announcements/decisions It was unanimously resolved to note Clerk's Weekly Updates (4th January 2021 – 1st February 2021) • Successful Business Support Package grant application of £6001.00 awarded; • £125.97 BT credit (3 months line rental and broadband) due to ongoing issues with the parish office landline and internet service. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/ Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/ • Declaration of interest: it is important for Councillors to remember to make a Declaration of Interest (if applicable) if they join a meeting late; also, if a councillor experiences technical problems during a meeting and misses any of the discussion he/she is not allowed to vote on that particular item.
FC241/20/21	Parish Council representatives on outside Organisations It was unanimously resolved to note reports received. • Rudgwick Youth Centre Management Committee Meeting 25th January 2021; • Barley Croft Liaison Group Meeting 28th January 2021; Chairman noted the following –RYC – Bench Donation: happy for the RYC to place on parish council land and for the RYC to look after it. Lease: Current arrangement working well and happy to continue.

	Barley Croft – Electric charging point installed; better signage requested to avoid parked cars using the space allocated. Flooding Issues – residents have complained to developer/Clarion.
FC242-20/21	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: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made. Proposed by Cllr Kornycky and seconded by Cllr Manson.
FC243-20/21	Drainage Working Group Terms of Reference It was unanimously resolved to approve the Drainage Working Group Terms of Reference and the role of the working group is adequate.
FC244-20/21	Neighbourhood Plan It was unanimously resolved to approve the response to the RNDP Examiner's letter dated 21st January, as recommended by the RNDP Steering Group and to authorise Squires Planning to submit the response on behalf of RPC to HDC on 9th February 2021. Rudgwick neighbourhood planning Horsham District Council RPC - response to Clarification Note 04022021 Proposed by Cllr Landeryou and seconded by Cllr Haynes.
FC245-20/21	Downs Link Path It was unanimously resolved to agree to support the plans (non financial) for improved access to the Downs Link Path and note the update, ensuring adequate signage to the access points. See report Clerk to contact WS County Councillor Mitchell with reference to the Internal Review of the Downs Link and traffic crossing locations, to establish if there will be consultation with the parishes and interested parties, as part of the review and for findings to be shared.
FC246-20/21	Defibrillators It was unanimously resolved to approve the monthly frequency of the defibrillator checks, the additional hours and milage and for the hours required for the checks to be added contractually to the Facilities Officer contract of employment and to update the locations of the defibrillators on the parish website. See report
FC247-20/21	Rudgwick.net Domain Name It was unanimously resolved to agree that RPC have their own active website that is working well and therefore do not require the Rudgwick.net Domain Name. Clerk to send response. See report

FC248-20/21	Pipework leak – RH Carpark It was unanimously resolved to approve a contractor to repair the Water main leak at a total sum of £550 (excluding VAT) in RH Carpark and to request the contractor records/photographs work undertaken, so the exact location of the leak can be established. See report Proposed by Cllr Wightman and seconded by Cllr Landeryou.
FC249-20/21	Hall Hire Increase It was unanimously resolved to approve the hall hire charge increase 2021/22 by 1.2% in line with inflation. Proposed by Cllr Manson and seconded by Cllr Haynes.
FC250-20/21	Government Night Flight consultation It was unanimously resolved to agree to liaise with CAGNE (meeting 25th February 2021) and offer a collective response to the Government's night flight consultation. See report
FC251-20/21	Resolution to exclude the public and press from the business about to be transacted It was unanimously resolved to exclude the public – in accordance with The Public Bodies (admission to Meetings) Act 1960, due to the confidential nature/exempt information.
FC252-20/21	Little Street – monthly lease payments It was unanimously resolved to agree to write to Little Street to thank them for the continued monthly lease payment of £1,000 and for this to be reviewed in April 2021. The remainder of the monthly outstanding lease payments to be paid at a later stage, date to be agreed by both parties. The parish council is grateful for the continued good tenancy.
FC253-20/21	Staffing It was unanimously resolved to approve the payment of overtime and mileage for the Facilities Officer. Proposed by Cllr Manson and seconded by Cllr Haynes.
FC254-20/21	Date of next Council Meeting - Annual Parish Meeting: 15th March 2021, at 7.00 pm It was resolved to note the date for the Annual Parish Meeting as Monday 15th March 2021, at 7pm.

There being no other business, the Chairman closed the meeting at 8.48 pm

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Councillor D Buckley
Chairman

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Date