



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12th July 2021 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

The meeting started at 7.01pm

Present: Councillors D Buckley (Chairman), A Haynes, S Kornicky, R Landeryou (Horsham District (HD) Councillor), I Maclachlan, V Nice, W Manson, P Thompson (Vice Chairman) and co-opted councillor S Alker.

Absent: Cllr Gormley

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

FC064-21/22	Apologies for Absence Apologies were received from West Sussex County Councillor Christian Mitchell and Cllr Wightman and noted. Cllr Gormley was absent.
FC065-21/22	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 Kornicky advised she is involved in the Bridge the Downlink Campaign and will have an interest in future discussions on this topic.
FC066-21/22	<u>Minutes of Council Meeting of 14th June 2021</u> It was unanimously resolved for the minutes as an accurate record of the Council Meeting held on 14th June 2021 and for the Chairman to sign these.
FC067-21/22	Co-option of new Councillor It was resolved to co-opt Mr Steven Alker as Councillor, proposed by Cllr Kornicky seconded by Cllr Manson and unanimously agreed. The Councillor signed the Declaration of Acceptance of Office.
FC068-21/22	District and County Councillors Reports It was unanimously resolved to note WS County councillor report) HD Councillor Landeryou's report. • E Scooters are illegal in the UK, there have been complaints about E Scooters around Horsham. They can only be used on private ground and if anyone has any information relating to their misuse to call 101. Police are able to seize E Scooters. • Food Waste Collection – Arun District trialled last May. HDC will be trialling approx. 200 homes/flats in September. Various options for collection and collection times proposed. Proposed separate collection for nappies.

	No further update from Sharon Evans in relation to Restrictions on Public Speaking rights at HDC Meetings. HD Cllr Landeryou to follow up. The Chairman noted the following in relation to the WS County councillor report, Clerk to relay. • Pedestrian Crossing outside Pennthorpe School – Still waiting for results. • Crossing Over the Downslink – A281, support for the bridge to be noted. Any short-term measures in place for the interim. • Concerns relating to the speed signs that have been raised, foliage now obscuring signs. Clerk to write to Highways. The chairman formally thanked both Cllrs for their reports.		
FC069-21/22	Public Speaking Session It was resolved to note there were no resident contributions.		
FC070-21/22	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 12th July 2021			
Application No	Applicant	Reason for Application	Recommendation
DC/21/0770 24.06.2021	New Barn, Guildford Road, Rudgwick	Retention of replacement 2.4m high wooden fencing & gates.	No Objection due to the contour of the land making 2.4m an acceptable height.
DC/21/1392 24.06.2021	23 The Marts, Rudgwick	Erection of a two-storey side extension and single storey side extension, enlargement of the front porch and change of external material to render.	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 that there were no Appeal Notices or Decisions;		
v)	It was unanimously resolved to note Enforcement Numbers ;		
vi)	It was unanimously resolved to note that no Planning Applications were sent for consideration at Planning Committee North;		
	Horsham overall 17-year plan was noted with future potential development mentioned as a long-term plan, to include Lynwick Street/Pig Farm area.		
FC071-21/22	Correspondence update:		

	It was resolved to note correspondence update. • Squires Planning thank you letter in relation to the NHP support given to RPC; • Horsham NHP thank you letter in relation to the NHP support given to RPC;
FC072-21/22	Chairman's announcements It was unanimously resolved to note Chairman's announcements: • Drainage Concerns from residents in Pathfield Road. HDC aware and actions being taken.
FC073-21/22	Clerk's announcements/decisions It was unanimously resolved to note Clerk's Weekly Updates (from 14th June – 11th July 2021) • Councillors & Chairmanship Training Programme – suitable for both new and existing councillors (As your council is a member of WSALC who have appointed Mulberry and Co as their service provider, the fee per delegate for each module / training session is charged at the reduced members rate of £35 + VAT (<i>non-member rate £50 + VAT</i> www.mulberryandco.co.uk/council-training-programmes/); • RYC Youth Lease – The case will go to FIT Trustees in July (estimated fee will be £300 plus VAT). • TCWG Newsletter now live on the RPC website http://www.rudgwick-pc.org.uk/media/24458/tcwg-june-newsletter-web-v2-280621.pdf • Horsham Discretionary Scheme – Restart 2 Top Up Grant application approved and £2000.00 awarded; Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC074-21/22	Parish Council representatives on outside Organisations It was unanimously resolved to note reports received. • RYC Meeting 16th June 2021 RPC in agreement for the management committee to view the RYC lease documentation. • Gatwick's Northern Runway project roundtable meeting 17th June 2021 (Gatwick Airport Northern Runway DCO Update) The Chairman formally thanked Cllr Wightman for her participation.
FC075-21/22	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 June; • Detailed Receipts & Payments by budget heading June; • Bank Reconciliations for June: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made. Proposed by Cllr Thompson and seconded by Cllr Ellis.

7.52pm	HD Councillor Landeryou left the meeting.
FC076-21/22	Graveyard Path It was unanimously resolved to approve expenditure of up to £9,000 from ear marked reserves and to agree to appoint BillKear Plant and Agricultural Contractors Ltd as the preferred contractor. Proposed by Cllr Kornycky seconded by Cllr Thompson and agreed unanimously.
FC077-21/22	Platinum Jubilee Trees It was resolved to support the Platinum Jubilee Planting Scheme, run by the Woodland Trust and for the RPS to be involved with the project and to assist in identifying the best site for the planting. See Report
FC078-21/22	Wildflower Meadow It was resolved to agree to option 1 proposal (for all future cuts – commencing with the July 2022 cut not to take place, if RPC are in agreement, along with WSCC) which will allow a Wildflower Meadow to flourish at the QE Greensward. See Report Clerk to write to WSCC for their agreement.
FC079-21/22	CPRE Quiet Lanes support for application to WSCC Highways It was resolved to agree for the Clerk to write to approve RPC supporting the proposed application to WSCC Highways to designate the lanes in the area naturally bounded between the A29/A272/Haven Road and the Arun River as “Quiet lanes”.
FC080-21/22	Downslink Path (for noting only) It was resolved to note the update, the Clerk confirmed Saxon Weald have been made aware of the repairs required and RPC have been advised there is a backlog of repairs, due to the lockdown. See Report
FC081-21/22	LGA – Model Councillor Code of Conduct It was unanimously resolved to agree to adopt the Councillor Code of Conduct. The updated copy will be circulated to all RPC Councillors once complete.
FC082-21/22	Winter Plan 2021/22 It was resolved to agree for the Community Resilience and Emergency Planning Committee and Clerk to update the 2021/22 plan in readiness for submission to WSCC later this year. Clerk confirmed the Salt Bin audit is in the process of being actioned.
FC083-21/22	Tennis Club Footpath Repair It was unanimously resolved to approve spending of up to £3000.00 for the repair of the tennis club footpath. Cllr Kornycky confirmed there is S106 funds available totalling £1874.00 for use on this project. See Report Proposed by Cllr Kornycky seconded by Cllr Thompson and agreed unanimously
FC084-21/22	Churchmans Meadow replacement gate It was unanimously resolved to approve spending of £390.41 to supply and erect a new gate at the entrance to Churchmans Meadow. Proposed by Cllr Kornycky seconded by Cllr Manson
FC085-21/22	Village Audit and Councillor Building Inspections It was unanimously resolved to agree to arrange the village audit and for all Cllrs interested in being involved to liaise with the clerk and the Village Warden to arrange a convenient date.

	Cllrs Ellis, Cllr Haynes and Cllr Nice confirmed they would organise the building inspections for RH/JH/KGV and update the clerk once completed.
FC086-21/22	RosPA reports 2021 It was unanimously resolved to approve spending of £500 for minor repairs as recorded in Clerk's report. This was unanimously agreed.
FC087-21/22	CAGNE Gatwick It was unanimously resolved to support the (letter sent to Member of Parliament) This was unanimously agreed.
FC088-21/22	Field Hire Costs It was unanimously resolved to agree an annual fee of £318.00 for field use, which brings RPC in line with other neighbouring Parish Councils. Proposed by Cllr Ellis and seconded by Cllr Thompson.
FC089-21/22	Rialtas Licence It was unanimously resolved to approve expenditure of up to £275.00 for the Rialtas licence to be set up for remote use using a VPN connection for the parish clerks' laptop when working from home. The cost includes a new router, onsite set up and internet provider fee. Proposed by Cllr Thompson and seconded by Cllr Kornycky.
FC090-21/22	Councillor Finance Training It was unanimously resolved to approve expenditure of £300 + VAT for Councillor Training from Mulberry & Co at Rudgwick Hall. Date to be arranged for August/September 2021. Proposed by Cllr Thompson and seconded by Cllr Ellis.
FC091-21/22	Staffing It was unanimously resolved to approve all items noted in the report, which includes payment of overtime for the Clerk, Facilities Officer and Open Spaces Warden. Increasing the Facilities Officer to an additional 3 hours per week contractually, to incorporate project work as required. Expenses for the Facilities Officer and Open Spaces Warden. Proposed by Cllr Manson and seconded by Cllr Maclachlan.
FC092-21/22	Date of next meeting: Monday 13th September 2021, at 7.00 pm It was resolved to note the date for the next Council Meeting as 13th September 2021, at 7.00pm.

There being no other business, the Chairman closed the meeting at 8.57 pm

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Councillor D Buckley
Chairman

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Date