



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12th December 2022 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

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

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

The meeting was opened at 7.05pm

FC193-22/23	Apologies for Absence Apologies were received from West Sussex County Councillor (WSC Cllr) Christian Mitchell and HDC Richard Landeryou and noted.
FC194-22/23	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.
FC195-22/23	<u>Minutes of Council Meeting of 14th November 2022</u> It was unanimously resolved for the Minutes as an accurate record of the Council Meeting held on 14th November 2022 and for the chairman to sign these.
FC196-22/23	<u>Finance, Policy and Human Resources Committee Meeting of 11th July 2022</u> It was unanimously resolved to adopt the previously approved minutes as an accurate record of the Finance, Policy and Human Resources Committee Meeting on 11th July 2022.
FC197-22/23	District and County Councillors Reports (for noting only) It was unanimously resolved to note HDC Landeryou's report. • Cllr P Kornysky to draft a letter for the Clerk to send to WSCC Mitchell with reference to the road safety audit. • Cllr R Burse requested the Clerk obtains a copy of the HDC report relating to the 20mph zones The Chairman formally thanked HD Councillor Landeryou for his report.
FC198-22/23	Public Speaking Session – Commenced: 7.15pm Meeting resumed:7.38pm Representatives from Honeywood House and Aspire Developments spoke in relation to planning application DC/22/2037. And answered Cllr questions relating to the

	application.		
	Cllr S Alker left the meeting at 7.48pm and returned at 7.52pm		
FC199-22/23	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 12 th December 2022			
Application No	Applicant	Reason for Application	Recommendation
DC/22/2037 17.11.2022	Honeywood House, Horsham Road, Rudgwick	Demolition of tractor shed and cottage. Erection of 1no replacement two-storey dwelling, conversion and restoration of clock tower and stable building to form 1no two-storey dwelling with associated car parking and landscaping.	Rudgwick Parish Council (RPC) has No Objection to the application subject to the following conditions and queries being satisfied: - permitted development rights being removed - the issues raised by the HDC Arboriculture Officer being satisfactorily resolved - clarity as to how foul sewage will be dealt with. This is currently noted on the application form as 'unknown' - RPC query the claim for a self-build exemption from CIL, as the applicant would apparently be unable to meet the post-construction residency regulations RPC's response to DC/22/1187 noted the conflict with RNP 2.2. This application increases that conflict. However, the nursing home is clearly a valued local enterprise and its continuation as such is a preferable outcome.

DC/22/1664 29.11.2022	Mill Hill House, Guildford Road, Rudgwick	Conversion, extensions and alterations to existing outbuilding to form a four-bedroom detached dwelling (Listed Building Consent).	No Objection to the application providing that the HDC Heritage Officer is satisfied that the setting of the nearby listed building, Mill Hill House, is not affected.
DC/22/1663 29.11.2022	Mill Hill House, Guildford Road, Rudgwick	Conversion, extensions and alterations to existing outbuilding to form a four-bedroom detached dwelling (Householder application).	No Objection to the application providing that the HDC Heritage Officer is satisfied that the setting of the nearby listed building, Mill Hill House, is not affected.
DC/22/2142 15.11.2022	Wagonford, Haven Road, Rudgwick	Non Material Amendment to previously approved application DC/21/1526 (Erection of a two storey front extension and single storey rear and side extensions. Removal of existing stable building and erection of a single storey annexe building with covered link to dwelling. Extension and remodelling works to existing detached garage) to allow for the demolition of existing garage and erection of a replacement garage/car port set further to the south.	RPC do not consider that this application should be classified as a Non-Material Amendment to approved application DC/21/1526. The demolition of an existing building and its re siting in a different position needs wider consultation to be taken through a full application. The details of the repositioning are not clear with relation to the surroundings, or possible impact on nearby properties. Whilst the parish council may not have any particular objection, there may be others within the community who have not been consulted through this process but could have valid planning concerns. They have a right to be consulted, particularly as the garage is being repositioned.
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 appeal notices and decisions;		
v)	It was unanimously resolved to note the compliance issues being considered by HDC.		
vi)	It was unanimously resolved to note that no Planning Applications were sent for consideration at Planning Committee North;		

FC200-22/23	Correspondence Update (for noting only) Sussex Topiary Campsite – Naldretts Lane RH12 3BU – The Clerk has emailed Penny Marsh, Principal Environmental Health Officer HDC expressing an urgent response Cllr P Kornycky to submit a response to the Clerk to send on behalf of RPC.
FC201-22/23	Chairman's Report It was unanimously resolved to note Chairman's announcements: - Coronation Planning – Article in the January Parish Magazine, RPC wants to support local initiatives and plans. - Warm Spaces - RH – It was decided that Jubilee Hall would make a better location and more central to the village. January session to be advertised for Friday 13th January at JH 10am – 2pm. Cllr volunteers required for 2-hour sessions. Further sessions to be discussed at the FCM in January. - May Meeting – Due to the Coronation Bank Holiday in May, the meeting scheduled for Monday 15th May 2023.
FC202-22/23	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 14th November – 11th December 2022) - Electric Car Park Spaces – FIT have responded I refer to Rudgwick Parish Council's application for consent to grant a lease to Connected Kerb for the installation of 3 dual charging points in the rear car park. The FIT Policy and Planning Committee considered the proposal and approved the same in principle on the following conditions: - The Council will obtain a valuation for the area in the rear car park to be leased from a RICS surveyor as required by Charities Act 2011 and - The Council will pay Fields in Trust's costs of £300 plus VAT in connection with this matter. - CCTV Policy – To note the Clerk is preparing a CCTV policy to be adopted. - Sussex Topiary Campsite – Naldretts Lane RH12 3BU – Assistant Clerk has chased Penny Marsh for an update - HDC Cost of Living Support Fund – Clerk will be applying for any funding available - Skatepark – RoSPA completed - The National Joint Council (NJC) has agreed that from 1 April 2023, all employees covered by this National Agreement, regardless of their current leave entitlement or length of service, will receive a permanent increase of one day (pro rata for those who work part-time) to their annual leave entitlement. West Sussex Pension Fund Valuation Results - Small Scheduled Body Pool - The rate the actuary will certify for you is the pooled rate. We pool to maintain stability of contribution rates as far as possible. We have also shared your individual schedule for information as it gives an indication of your underlying funding position. The Pool agreement has been updated to reflect changes in regulations between valuations and a letter of variation will be sent out shortly. These rates will be effective from 1 April 2023 unless agreed otherwise – and we would therefore invite you to discuss any issues, clarifications or concerns with us as soon as possible. Our intention is to have rates confirmed by 31 December 2022 if possible. - CCTV installation is now complete. - Skatepark Opening was a success and new Skatepark now open for use.

	http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC203-22/23	Parish Council representatives on outside Organisations (for noting only) It was unanimously resolved to note the update. - WSALC AGM (Minutes) & Conference – (WSCC Highways Update) – 25 November 2022 – Cllr P Thompspon gave an update, Clerk to check on LoveWestSussex as WSCC logging process has changed, PC website to be amended. - HDC and the Centre for Sustainable Energy Meeting – November Cllr Burse Attended – to be addressed FC212-22/23 - Discover Gatwick Invitation - 6 December 2022 (New CAGNE representative required) Cllr S Alker to be the new representative - HALC Annual Meeting with HDC – 30th November – Cllr P Kornycky gave an update
FC204-22/23	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 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 Proposed by Cllr S Kornycky and seconded by Cllr I Maclachlan
FC205-22/23	Parish Council Budget and Precept for the financial year 1st April 2023 to 31st March 2024 - Rudgwick Parish Council Budget 2022/23 and Forecast 2023/24 It was unanimously resolved to approve the 2023/24 Budget and precept of £109,500 (£3 Band D increase) Proposed by Cllr P Thompson seconded by Cllr A Gormley and agreed unanimously
FC206-22/23	Actions from Finance, Policies and Human Resources Committee meeting 21st November 2022. It was unanimously resolved to and action the recommendations from the FPHR Meeting 21st November 2022: FPHR 016-22/23: NJC/NALC/living wage Salary Increase 2022-23 FPHR 018-22/23: Review Business Plan and Projects Arising FPHR 019-22/23: Coronation Celebrations FPHR 020-22/23: Tree Survey Action FPHR 021-22/23: Rudgwick Churchyard FPHR 023-22/23: Earmarked Reserves FPHR 024-22/23: Hall Hire Charges FPHR 026-22/23: Staffing Proposed Cllr P Thompson and seconded Cllr S Kornycky. It was unanimously resolved to approve spending of £2,950 for the KGV playing fields trees identified as needing action from the Tree Survey, to be carried out by February

	2023. Included: G3/31, G4/32, T11/39, G12/40, G5/33 and for Maximus Tree Care to undertake this work. Proposed Cllr P Kornycky and seconded Cllr S Kornycky.
FC207-22/23	Internal Audit recommendations It was unanimously resolved to approve and note the contents of the Interim Internal Audit Year Ended 31 March 2023, and that there were no recommendations noted from the auditor.
FC208-22/23	Committee and Working Group Appointments for New Councillors. It was unanimously resolved to approve changes to the committee and working group appointments to include new Councillors. Complaints Committee (four members): Cllr Buckley, Cllr Maclachlan, Cllr Alker, Cllr Gormley. Finance Policies and Human Resources Committee (four plus CM/VCM): Cllr Burse, Cllr Gormley, Cllr Buckley, Cllr P Kornycky, Cllr S Kornycky, Cllr Thompson. Halls, Recreation and Open Spaces Committee (seven members): Cllr Burse, Cllr Haynes, Cllr Buckley, Cllr P Kornycky, Cllr S Kornycky, Cllr Maclachlan, one vacancy. Planning Committee (seven members) Cllr Buckley, Vacancy, Cllr Gormley, Cllr Haynes, Cllr S Kornycky, Cllr Maclachlan, Cllr Thompson Emergency Planning, Resilience and Community Safety Group (four including two councillors): Cllr Alker, Cllr Burse, Cllr Gormley, one vacancy. (It was unanimously resolved to add in Resilience to the group name) Traffic Calming Working Group: (No maximum, with min two councillors): Cllr Haynes, Cllr P Kornycky, Cllr S Kornycky Drainage Working Group: (No maximum, with min two councillors): S Alker, P Thompson, A Haynes Cllr A Ryan to advise the Clerk of future committees she wishes to join. Climate and Environment Group TBA
FC209-22/23	Horsham District 'New' Local Plan It was unanimously resolved to note the update from Cllr P Kornycky about the publication of the 'new' Horsham Local Plan R19 for consideration by HDC cabinet on 15th December and particularly the proposals that affect Rudgwick Parish e.g. BUAB changes and site allocations and consider if any representation to our District Councillor is necessary, at this stage. HDC Council meeting to consider expected 11th January 2023. Review if the comments made by RPC dated 4th October 2021 have been taken into account. HDC Communication 6.12.22 On 5 December the Department for Levelling Up, Housing and Communities made an announcement on progress it has made on the Levelling Up and Regeneration Bill. They have stated that whilst Government Housing Targets will remain, these will be a starting point for plan making with new flexibilities in place to reflect local

	circumstances. More detail on these measures has now been set out in a Ministerial Statement published by the Government on 6 December 2022. Given the critical stage in plan making reached by Horsham District Council, it has been decided to delay the Cabinet meeting programmed for 15 December to consider the Local Plan in order to ensure that these proposals and any implications they may have can be given due consideration. More details on a revised Cabinet Meeting will be provided in due course. You can read the Department's press release on this link: https://www.gov.uk/government/news/communities-put-at-heart-of-planning-system-as-government-strengthens-levelling-up-and-regeneration-bill
FC210-22/23	RH Kitchen Project Update It was unanimously resolved to note the update from Cllr P Kornycky and approve a spend up to £10,700 and approval to instruct Carpetcraft to lay the flooring for a total cost of £2069.00 Proposed Cllr A Haynes and seconded Cllr S Kornycky.
FC211-22/23	Pennthorpe MUGA – Community Use Agreement It was unanimously resolved to note the update and approve for the Clerk to write to the Pennthorpe Bursar to establish a clear understanding of the use for the community.
FC212-22/23	Climate and Environment Group Update It was unanimously resolved to note the update from Cllr Burse and approve the Terms of Reference for the Council's Climate and Environment Group Proposed by Cllr P Kornycky seconded by Cllr A Gormley
FC213-22/23	Wilding Network It was unanimously resolved to note the update from Cllr Ryan and agree in principle the tree planting within the parish, with trees being free of charge from Wilding Earth, with a cost of £2.50 per unit. Churchmans Meadow was discussed as an area to plant, further discussions including available HDC funding to be discussed in the January meeting.
FC214-22/23	RYC Update It was unanimously resolved to note the update: • Good attendance at RYC continues. A Wednesday evening session has now been introduced to cope with increased demand. • RYC Improvement project ongoing with Paul King-Fisher, ably assisted by Brian Allen and Harry Burrows, all continuing to do an amazing job, and putting in an astonishing number of voluntary hours. • The redundant water tank has been removed from the RYC roof and the old shower block has been completely reroofed (professional contractors used). • Work to upgrade the boys' toilets will commence in the New Year. • Successful RYC Open Day, coupled with Skate Park opening. Youth keen to use Skate Park in RYC sessions when possible. Luca has supplied some skateboards to RYC. • Query from RYC Risk Assessments - flagpole located south of RYC. Is it in use? Does it need to remain in situ? • Application to HDC climate fund has been submitted to cover the costs of the Canopy (with green roof) for Recycling, at side of RYC. Will probably include inset

	lighting with sensors, under edge of roof, so people can see what they are doing, and to help keep everywhere tidy. Go Greener Rudgwick/RYC wanted to make RPC (as landlords) aware (south side of RYC not near any houses). – RPC approved the canopy, as landlord. Proposed by Cllr A Ryan and seconded by Cllr A Haynes • Drainage issues - Cllr P Kornysky gave an update, informing RPC that works are required to the pipework and this was being dealt with through the insurer.
FC215-22/23	KGV Water Compliance/cleaning It was unanimously resolved to approve expenditure of £179 plus VAT for a one off deep clean and regular standard cleaning once a week: £49.99 plus VAT, which includes the weekly flushing required for water compliance and the ongoing issues surrounding the cleaning and cleanliness of the KGV facilities by hirers. This will be using our contracted cleaners. This will be until 31st March, when this will be reviewed. Proposed by Cllr S Kornysky seconded by Cllr A Haynes
FC216-22/23	Little Street Sublet/Jack and Jill Preschool It was unanimously resolved to note the update.
FC217-22/23	Staffing It was unanimously resolved to approve payment of overtime for the clerk and assistant clerk. Proposed by Cllr S Alker and seconded by Cllr A Haynes.
FC218-22/23	Date of next Meeting: 16th January 2023, at 7.00 pm It was resolved to note the date of the next meeting as 16th January 2022, at 7.00 pm.

There being no other business, the Chairman wished everyone a Merry Christmas and closed the meeting at 9.18 pm

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Councillor D Buckley
Chairman

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Date