



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 13th September 2021 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

The meeting started at 7.04pm

Present: Councillors S Alker, D Buckley (Chairman), M Ellis, A Haynes, S Kornysky, R Landeryou (Horsham District (HD) Councillor), I Maclachlan, P Thompson (Vice Chairman), S Wightman and co-opted councillor R Burse.

Absent: Cllr Gormley

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

FC093-21/22	Apologies for Absence Apologies were received from West Sussex County Councillor Christian Mitchell and Cllr Manson and noted. Cllr Gormley was absent.
FC094-21/22	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 Kornysky advised she is involved in the Bridge the Downlink Campaign and will have an interest in future discussions on this topic.
FC095-21/22	<u>Minutes of Council Meeting of 12th July 2021</u> It was unanimously resolved for the minutes as an accurate record of the Council Meeting held on 12th July 2021 and for the Chairman to sign these.
FC096-21/22	Co-option of new Councillor It was resolved to co-opt Mr Robert Burse as Councillor, proposed by Cllr Haynes seconded by Cllr Kornysky and unanimously agreed. The Councillor signed the Declaration of Acceptance of Office.
7.12pm	R Landeryou (Horsham District (HD) Councillor) joined the meeting
FC097-21/22	District and County Councillors Reports It was unanimously resolved to note WS County councillor report) HD Councillor Landeryou's report. • Planning office is very busy at present completing the local plans to include the latest government addition to the NPPF (National Planning Policy Framework). • HD Cllr chasing up on: Cox Green Built up Area, Sussex Topiary site and is planning on speaking at the Planning at County Hall in relation to the Claypits. • Horsham Museum and Art Gallery will reopen its doors to the public on Saturday

	2 October after being closed due to the lockdown. • Horsham District Council has pledged support for the Government's emerging programme to house refugees fleeing turmoil in Afghanistan. Over the last 5 years, HDC has housed over 50 people. • Pig Farm – reported to enforcement and site visit carried out, still untidy site. • HD Cllr to follow up response from Sharon Evans in relation to Restriction of public speaking rights HDC Meetings. • Horsham Planning/Claypits update – case officer spoken to as RPC received no communication as not statutory consultees. Clerk to write to HDC Planning, RPC are disappointed HDC are not taking this up, on RPCs behalf due to the numerous objections to the Claypit application, affecting numerous residents. The chairman noted Rudgwick has a new PCSO. The chairman formally thanked both Cllrs for their reports.		
	Cllr Alker left the room at 7.17pm and returned at 7.20pm		
FC098-21/22	Public Speaking Session A representative from the Rudgwick Preservation Society spoke in relation to the Tree-bilee Planting at Queen Elizabeth Rd, looking for the support of RPC when applying to the Woodland trust and WSCC for a tree licence. A total of 10 trees, Crabs, Rowens and Hazel varieties ensuring sightlines, utilities and footpath are all taken into careful consideration. A resident raised the following points of interest, Downslink, Piggery and allotments and the Chairman confirmed all items are noted on the agenda for discussion.		
FC099-21/22	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 13th September 2021			
Application No	Applicant	Reason for Application	Recommendation
DC/21/1917 26.08.2021	Bucks Cottage, Tismans Green	Removal of chimney and erection of porch. Replacement of an existing door with window (Householder Application)	No Objection provided the Heritage Officer's regulatory conditions form part of the permission granted, should HDC decide in favour of approving the application.
DC/21/1918 26.08.2021	Bucks Cottage, Tismans Green	Removal of chimney and erection of porch. Replacement of an existing door with window (Listed Building Consent)	No Objection provided the Heritage Officer's regulatory conditions form part of the permission granted, should HDC decide in favour of approving the application.

<u>DC/21/1910</u> 26.08.2021	Swallow Barns, Loxwood Road, Rudgwick	Erection of a detached garden outbuilding with basement (Listed Building Consent)	No Objection provided the Heritage Officer's regulatory conditions form part of the permission granted, should HDC decide in favour of approving the application. RPC are dismayed that this is a retrospective application, and that work commenced prior to the required legal permission being sought.
<u>DC/21/1971</u> 26.08.2021	Swallow Barns, Loxwood Road, Rudgwick	Erection of a detached garden outbuilding with basement (Householder Application)	No Objection provided the Heritage Officer's regulatory conditions form part of the permission granted, should HDC decide in favour of approving the application. RPC are dismayed that this is a retrospective application, and that work commenced prior to the required legal permission being sought.
<u>DC/21/1339</u> 27.08.2021	Quince Farm, Naldretts Lane, Rudgwick	Construction of stable building and a sand school	No Objection provided the proposal is being sought for private usage by the property owners, as the site is not suitable for commercial enterprise. The fact there is no flood lighting in the application is welcomed. NB RPC noted that either the CIL form has been incorrectly completed or there is missing documentation - CIL form 8 or 9.
<u>DC/21/1743</u> 07.09.2021	New Barn, Guildford Road, Rudgwick	Removal of Condition 1 of previously approved application DC/18/0420 (Change of use of agricultural land to domestic residential land associated to 'New Barn'. Erection of a detached single storey double garage and installation of new door and window to South elevation of existing barn.) Amendments to garage.	No Objection
<u>WA/2021/02002</u>	Land at Windacres Farm, Church	LAND AT WINDACRES FARM CHURCH STREET SOUTH OF COX GREEN RUDGWICK HORSHAM	Objection – Please see RPC comments noted below

	Street, South of Cox Green	Outline application with some matters reserved for erection of 37 dwellings with access and layout.	
WA/2021/02002 Land at Windacres Farm, Church Street, South of Cox Green	Rudgwick Parish Council has considered this planning application and wishes to submit the following comments to Waverley Borough Council in strongly objecting to the proposal: This is an unallocated site in countryside designated AGLV that cannot in any way be considered as a rural exception site. The site has consistently been rejected as unsuitable by both Waverley Borough Council (WBC) and Horsham District Council (HDC). The development would not accord with any part of WBC Local Plan Spatial Strategy Policy SP2 in terms of its location, size or nature, and so would be in conflict with this strategic policy. Since the last appeal on this site (2019) WBC's Housing Delivery Test results have improved meaning that for the 5-year-land-supply test the required buffer is reduced from 20% to 5%. The last published AMR report (base date 1/4/2020) confirmed that WBC has a 5 year supply. It also confirmed that Ewhurst & Ellens Green Parish Neighbourhood Plan had no necessity to allocate any sites as the parish had already exceeded its quota. Consequently approval of the application would be an unnecessary and unneeded departure from the local plan. This proposal would cause damage to heritage assets in the immediate locality, particularly the Grade I listed Holy Trinity Church and Grade II listed Dukes Farm House. The impact on the character and appearance of the area would be considerable due to the change in landscape and visual character and the incongruous form of development in this part of Rudgwick i.e. Cox Green. If the development were to proceed then it would clearly be an extension to Rudgwick, which is classified by HDC as a medium village. Rudgwick has sufficient, more suitable sites, to meet its need for development as determined by HDC in its local plan review. This is evidenced by the many sites assessed in the R18 version of the new Horsham Local Plan, with sufficient put forward for allocation in the draft R19 version (expected final version in November 2021). These greenfield sites will be expected to provide 45% Affordable Homes, so the increase to 35% AH noted in this application can be considered as an under provision. In addition to this application Rudgwick Parish Council has already lodged a strong objection with HDC to the application DC/21/1415, which proposes an access road to the Windacres housing estate site from within its own boundary.		
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;
vii)	Cox Green Built Up Area Boundary In the HDC draft local plan consultation, RPC and a significant number of residents objected to the suggested change to the BUAB in Cox Green (RW1). Some residents' objections were never displayed on the HDC consultation log, and one was clearly an objection but labelled as 'in support'. RPC supports District Councillor Landeryou in wishing to see RW1 removed from the Reg 19 local plan when it is published in November.
FC100-21/22	Correspondence update: It was resolved to note correspondence update. • WSCC response to Downlink fatality • Gatwick Airport's Northern Runway Project
FC101-21/22	Chairman's announcements It was unanimously resolved to note Chairman's announcements: • RYC great organisational effort from many adult and young adult volunteers within the community. • RPC are also in agreement to grant permission for a new kitchen at RYC at no cost to the council.
FC102-21/22	Clerk's announcements/decisions It was unanimously resolved to note Clerk's Weekly Updates (from 12th July – 12th September 2021) • Pipe leak on the KGV Field, water temporarily stopped but emergency repair work will be needed, Clerk investigating options; • The County Council recently published its Draft West Sussex Transport Plan (WSTP) 2022-2036 for consultation purposes. The consultation period commenced on Friday 16th July and ends on Friday 8th October 2021. The County Council would like to promote the consultation to local residents. This will support our aim to get as much feedback as possible from a wide range of our community, to help shape the plan and ensure it meets their needs. • Downlink Path Update – Saxon Weald have confirmed work is provisionally booked in for 16th September 2021. – Update – Saxon Weald confirmed the repair work has been completed. • Water Leak on the KGV field has been fixed. Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC103-21/22	Parish Council representatives on outside Organisations It was unanimously resolved to note reports received. • HALC Meeting 4th August – Draft minutes • HDC Extraordinary Meeting 28th July 2021 – POSTPONED • Local Plan Workshop 6th September – Update noted as follows:

	HDC invited RPC to attend the Draft Local Plan Workshop on 6th September. Cllr Kornycky attended on behalf of RPC and reported that the session was disappointing in many respects and the presentation contained errors. The discussion session with officers allowed for time to feedback RPC dismay with HDC over their lack of any response to the Claypits application, other matters of concern affecting Rudgwick contained within the Draft Local Plan, and the sites allocated for development in Rudgwick. RPC will be reporting back to HDC after further consideration of the policies in the draft plan, with particular reference to the allocated sites.
FC104-21/22	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 July/August; • Detailed Receipts & Payments by budget heading July/August; • Bank Reconciliations for July/August: Lloyds: Business July/August, Savings July/August, Deed July/August and NS&I July/August Accounts; • Monthly Bank Reconciliation July/August; • Payments to be made. Proposed by Cllr Thompson and seconded by Cllr Wightman.
FC105-21/22	NS&I account– to update signatory details It was unanimously resolved to approve and confirm Cllr David Buckley, Cllr Susan Wightman, Cllr Ian Maclachlan and Clerk, Anna Clayton as signatories for the NS&I Account, this will mirror the signatory information on file for Lloyds. Proposed by Cllr Ellis seconded by Cllr Haynes and agreed unanimously.
FC106-21/22	Insurance Cover Premium 2021/22 It was resolved to approve Hiscox Insurance Schedule for 2021/22 at a premium of £4,288.43 which commits RPC to a 3 year binding Long Term Agreement (LTA) with Hiscox and payment to be made. NB Renewal terms based on the existing sums insured; the Fidelity Guarantee sum increased to £220,000; and inflationary index linking of cover plus general inflation. Proposed by Cllr Haynes seconded by Cllr Ellis and agreed unanimously.
FC107-21/22	Graveyard Path It was resolved to note that the field has been cut by the landowner and the contractor has been informed that works are now ready to commence.
FC108-21/22	Potential Allotment Site It was resolved to note the update: The chairman met with the head and facilities manager at the Rikkyo school. They are proposing 2-2.5 acres being made available for allotments in the grounds (eastern end), which can accommodate at least 24 full plots (in addition to 2-3 allotments for the use of the school) plus parking,

	site/association shed, paths between plots, the water bowzers and bulk deliveries of compost/manure. There is no mains water on site but the school have already proposed the placement of a water bowser (which could be refilled at the school periodically). The field borders the A281 with access via a large field gate approximately 10-12 feet off the main road. There is currently room for a car to be off the road safely whilst gaining access to the field. The school has no issue in principal with plot holders utilising part of their plots for chicken/beehives but not other livestock for safety and health reasons. The school themselves will want to have a beehive on at least one of their plots. The chairman noted the involvement of EGRGA would also be positive and beneficial to the village.
	Cllr Alker left the room at 8.24pm and returned at 8.27pm
FC109-21/22	Wildflower Meadow - Land at QE2 and Church Street It was resolved to approve RPC requesting approval from WSCC for Wildflower and proposed woodland planting on the QE Greensward and agreement for RPC to cover the costs to maintain the area. (The request must confirm support of local residents, WSCC maintenance will then assess the suitability of the site. Once suitability is confirmed, WSCC can inform the contractor that no mowing will take place in April, May and June so that the meadow areas can develop as wildflower meadow.) Proposed by Cllr Kornycky seconded by Cllr Alker
FC110-21/22	Tree-bilee Planting It was unanimously resolved to approve to apply to WSCC for a Tree Licence and Woodland Trust WSCC Tree Licence Guidance Notes and to write to request County Councillor Mitchell's support on the project and agreement for RPC to cover the costs to maintain the area. Proposed by Cllr Wightman seconded by Cllr Ellis
FC111-21/22	Croudace proposal – Church Street Land It was resolved to agree to consider the proposal from Croudace Homes to transfer the land but further clarification from Croudace Homes is required before approval can be sought from RPC. Clerk to contact Croudace Homes to establish exact area of land in question.
FC112-21/22	Apple Trees KGV It was unanimously resolved to approve spending of up to £200.00 to replace three dead apple trees that have been removed from the community orchard, at a cost of £39.99 per bare root tree (dug out of ground with no soil in dormant season), total costs to include potting soil, new ties, stakes and tree protectors. Proposed by Cllr Haynes seconded by Cllr Wightman and agreed unanimously
FC113-21/22	Downs Link Crossing/ Bridge the A281 It was resolved to agree and support the TCWG in preparing a draft document submitting a TRO (Traffic Regulation Order)/ TTRO (Temporary Traffic Regulation Order), in relation to a short-term safety measure at the crossing, until a decision is

	forthcoming on a long-term solution. The document would be circulated to RPC for comments, Clerk to write to WS County Councillor Mitchell for approval and then submit to WSCC. Proposed by Cllr Thompson seconded by Cllr Wightman
FC114-21/22	Community Speed Watch It was unanimously resolved to approve spending for the Community Speed Watch Group, at a cost of £479.50. This would enable the purchase of a new Speed Gun, Hi Visibility Jackets and other smaller items required by the group. Currently roadside sessions are suspended as the original Bushnell radar gun the Police loaned, has gone back for warranty repair as it was malfunctioning and the Police issue replacement they sent, was also defective. Cllr Kornycky proposed the funds are to be taken from EMR – Traffic Calming. Proposed by Cllr Kornycky seconded by Cllr Alker and agreed unanimously
FC115-21/22	<u>Traffic Calming Working Group SIDs Project Update</u> (for noting) It was resolved to note the update, highlighting the following – WSCC has agreed to release all the S106 Funds (Sustainable Transport) from DC/06/2881 & DC/13/1385 totalling £11,935.45 to RPC in support of the above project. The remaining £400 (approx.) needed will readily be covered from the Traffic Calming earmarked reserves.
FC116-21/22	Tennis Club Footpath Repair It was unanimously resolved to approve spending of £3,980.00 plus VAT for the repair of the tennis club footpath, to enable accessible access and to agree to appoint BillKear Plant and Agricultural Contractors Ltd as the preferred contractor. Cllr Kornycky confirmed there is S106 funds available totalling £1874.00 and £1758.00 CIL monies for use on this project. Proposed by Cllr Thompson seconded by Cllr Haynes and agreed unanimously
FC117-21/22	<u>Drainage Working Group Update</u> It was resolved to note the update, Cllr Alker will be replacing Cllr Kornycky, who has had to stand down owing to other RPC commitments. The next meeting scheduled for Monday 20th September 2021.
FC118-21/22	Village Audit Update It was resolved to note the village audit is being compiled, if any other Cllrs wish to be involved in completing the audit, please contact the Clerk. The chairman thanked everyone for their involvement to date.
FC119-21/22	<u>Skatepark Update</u> (for noting) It was resolved to note the update.
FC120-21/22	Skatepark Closure It was resolved to note no further repairs will be taking place to the skatepark and it will remain closed for the foreseeable future, until replaced with a new skatepark.

FC121-21/22	Dates for Committee Meetings for 2021/22 It was resolved to note future meetings will take place on the first Monday of each quarter or when required.
FC122-21/22	Staffing It was unanimously resolved to approve payment of overtime for the Clerk (12 hours), Assistant clerk (4 hours) and Facilities Officer (9 hours). Proposed by Cllr Ellis and seconded by Cllr Wightman.
FC123-21/22	Date of next meeting: Monday 11th October 2021, at 7.00 pm It was resolved to note the date for the next Council Meeting as 11 th October 2021, at 7.00pm.

There being no other business, the Chairman closed the meeting at 9.04 pm

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Councillor D Buckley
Chairman

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Date