



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 14th February 2022 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

The meeting started at 7.01pm.

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

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

FC216-21/22	Apologies for Absence Apologies were received from West Sussex County Councillor Christian Mitchell, R Landeryou (Horsham District (HD) Councillor), Cllr I Maclachlan, Cllr S Wightman and noted.
FC217-21/22	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.
FC218-21/22	<u>Minutes of Council Meeting of 10th January 2022</u> It was unanimously resolved for approval the minutes as an accurate record of the Council Meeting held on 10th January 2022 and for the Chairman to sign these.
FC219-21/22	<u>To receive Minutes of Halls, Recreation and Open Spaces Committee Meeting 22nd June 2020 for adoption.</u> It was unanimously resolved to adopt the previously approved minutes as an accurate record of the Halls, Recreation and Open Spaces Committee Meeting on 22nd June 2020 and for the Chairman to sign these.
FC220-21/22	District and County Councillors Reports It was unanimously resolved to note West Sussex County Councillor report. It was unanimously resolved to note Horsham District Councillor report. The Clerk to write to Horsham District Councillor to check the state of ownership of the Rudgwick Metals units, to ensure commercial opportunities are maximised. The Chairman formally thanked WS County councillor Mitchell and HD Councillor Landeryou for their reports.
FC221-21/22	Public Speaking Session

	There were two resident speakers from Naldretts Lane – • Objections were raised with reference to planning application DC/21/2842 • Planning concerns relating to over development in Naldretts Lane • Residents are anxious with Spring coming that the issues relating to the Sussex Topiary site have not been resolved.		
FC222-21/22	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 14 th February 2022			
Application No	Applicant	Reason for Application	Recommendation
DC/21/2842 28.01.2022	Morelands Barn, Naldretts Lane, Rudgwick	Repair and refurbishment works to existing barn. Erection of 2no detached outbuildings and erection of a carport and out house with landscaping works.	Strong Objection - Rudgwick Parish Council strongly objects to this application. Planning permission has already been granted (DC/20/0039) for a dwelling on this site, converting the existing barn, and almost doubling the habitable area in the process. The latest application adds yet more extension to this approved dwelling, increasing the footprint and scale of the property by around a further 30% which is therefore cumulatively unacceptable. Considering DC/20/0039 as a maximum permissible fallback position, it is the parish view that the further impact of the latest proposal is a step too far thereby contravening the spirit of HDPF Policy 28. This application should be refused on those grounds.
DISC/22/0002 06.01.2022	First Floor Offices, Rudgwick Garage, Loxwood Road, Rudgwick	Approval of details reserved by conditions 1 and 2 to approved application DC/20/1876	The applicant has supplied the necessary information as requested to meet the conditions of the approved application. Rudgwick Parish Council is content to leave it to the experts at HDC (particularly in terms of the Environmental Health requirements) to determine whether these details satisfy the conditions.

			We would like to pass comment however on the Delegated Report produced when the Prior Approval application (DC/20/1876) was approved. Page 2 of the Delegated Report states Parish Comments: None received. Yet in the planning file list of documents, it is clearly noted that Rudgwick Parish Council did respond, admittedly with 'No Objection', but clearly comments were received. We did take the time to consider the application on behalf of our residents and submit our comments and it is therefore disappointing to see the remarks 'none received' in the report. We also note that though the Case Officer signed the report, there was no Authorising Officer signature/initial on it. Perhaps HDC Planning would like to explain these oversights.
ii)	It was unanimously resolved to note Planning Applications made under Delegated Powers; The Clerk to ensure any comments submitted in relation to planning applications from our Tree Warden, are circulated to the Planning Chair.		
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 the Appeal Notices or Decisions;		
v)	It was unanimously resolved to note the Enforcement Numbers;		
vi)	It was unanimously resolved to note the schedule of Planning Applications that were sent for consideration at Planning Committee (North;		
vii)	Planning Committee North Meeting 1st February 2022 Update It was resolved to note update. The Clerk to write on behalf of RPC to cabinet member responsible for planning, requesting an explanation as to why their comments on the BUAB were inadequately dealt with and the wrong conclusion reached regarding BUAB incursion.		
	Cllr Gormley gave an update on Sussex Topiary and the current rules on Permitted Development rights that have allowed many businesses to benefit from an increase in the usual 28 days to 56 days which are due to revert back to the 28-day rule from		

	January 2022. If campsites wish to continue to run in-excess of 28 days, they will need to qualify this by way of a full Change of Use Planning Permission. Cllr Gormley to provide the clerk with a brief summary and for the clerk to write to HDC confirming that any camping and caravanning activity in the Naldretts Lane area, should therefore cease immediately, as per the 28-day rule. The Chairman thanked Cllr Gormley for the update.
FC223-21/22	Correspondence Update (for noting only) • Tennis Accessible Footpath – S106 funding confirmation • Rudgwick Parish Council further comments on Loxwood Claypits application WSCC/030/21 • 5 Year Land Supply • 5-Year Land Supply - Response from HDC • Platinum Jubilee Bench – Co-Op • Platinum Jubilee Bench – Co-Op letter 26 Jan 22
FC224-21/22	Chairman’s announcements It was unanimously resolved to note Chairman’s announcements: • Arrangements for Annual Parish Meeting 1. Matters arising. Covid, Fatal road accidents, Loxwood Clay Pits, Neighbourhood Plan, Defibrillators 2. Chairman’s report • People • Events • Parish Council Committees and working groups • Go Greener Rudgwick • Finance and Council Tax 3. Any Questions 4. Guest Speaker: A Representative from Horsham District Council – Environmental Issues and Climate Change 5. Closing remarks • Flooding at Barleycroft – RPC to write to Clarion to highlight continued issues with flooding at Barleycroft and what action they are proposing.
	8.24pm Cllr Alker left the room and returned 8.26pm
FC225-21/22	Clerk’s announcements/decisions It was unanimously resolved to note Clerk’s Weekly Updates (from 10th January – 13 February 2022) • Clarification from our insurers – Our Public liability does not cover Bouncy Castles in the halls; Clerk to update the website. • WSCC Response to Rampion 2 Consultation - https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?Id=1352 • Jubilee Tree planting at KGV Playing Field Rudgwick – FIT have confirmed they are happy with our plans to plant trees. Rudgwick Parish Council website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/

FC226-21/22	Parish Council representatives on outside Organisations It was unanimously resolved to note there are no reports received.
FC227-21/22	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 December and January; • Detailed Receipts & Payments by budget heading December and January; • Bank Reconciliations for December: Lloyds: Business, Savings, Deed and NS&I Accounts • Bank Reconciliations for January: Lloyds: Business, Savings, Deed and NS&I Accounts; • Transfer of £10,000 from Lloyds Savings Account to Lloyds Business Account; • Monthly Bank Reconciliation; December and January; • Payments to be made. Proposed by Cllr Thompson and seconded by Cllr P Kornicky
FC228-21/22	S137 Grant Applications It was unanimously resolved to approve the following grant application- • Holy Trinity Church - Games Hub - £300 (Application, additional information, accounts) Constitutions are confirmed by Clerk. Proposed by Cllr S Kornicky and seconded by Cllr Gormley
FC229-21/22	Jubilee Bench and Tree planting update It was unanimously resolved to note the update. Jubilee Bench It was unanimously resolved to approve spending up to £1250 for the bench, plaque and installation. It was resolved to agree that the clerk would follow up with the Co-Op, due to delivery timings and in preparation for delivery of the bench prior to June. Proposed by Cllr P Kornicky and seconded by Cllr Haynes
FC230-21/22	Actions from Halls, Recreation and Open Spaces Committee Meeting 24th January 2022 It was unanimously resolved to approve to resolve the recommended actions (HROS as stated in the draft minutes). • HROS05-21/22 Hall Hire Charges – previously discussed and unanimously approved at the December FCM 2021 FC181-21/22 (FPHR 009-21/22: Hall Hire Charges) however no reference noted on amount agreed for party booking hire. To be added to February FCM. FPHR 009-21/22: Hall Hire Charges - 'It was resolved unanimously to recommend to the Full Council <i>to review and agree the increase hire charges</i>

	<i>for parties; all other hire fees to remain the same, to encourage future bookings.'</i> RH Hire Charges as follows – Parties for 50 people or less, Rudgwick Parish Residents £70 Non-residents £90 Parties for more than 50 people, maximum 120. Rudgwick residents £95, Non-residents £125 All other hire charges to remain the same • HROS06-21/22: Rudgwick Hall Energy Strategy • HROS07-21/22: RosPA Actions • HROS08-21/22: Electric Charging Points • HROS09-21/22: Rudgwick Hall Kitchen Refurbishment • HROS10-21/22: Fingerposts • HROS11-21/22: Road to KGV Maintenance • HROS12-21/22: Village Hall Parking Proposed by Cllr S Kornicky and seconded by Cllr Gormley
FC231-21/22	Rudgwick Hall Kitchen Refurbishment It was unanimously resolved to approve actions to be undertaken, to include outline budget approval of expenditure of up to £3000.00 for the studwork wall (3 x quotations required) and approval of approach and steps to be taken. Proposed by Cllr Thompson and seconded by Cllr Haynes See report Design Pack
FC232-21/22	The Yard – Training Permission Request It was unanimously resolved to approve Wilbar Associates Ltd permission to use the road between RH Hall and KGV for training, no more than twice a week for no more than 1.5hours with no impact or obstruction to traffic using the road. They have advised they would be happy to contribute to the road maintenance.
FC233-21/22	Ground Maintenance Contract 2022/24 It was unanimously resolved to appoint the contractor that had a proven track record of good service with the Council as well as providing value for money, to undertake ground maintenance work for a two-year contract, 2022/24 at King George V Field/Churchmans Meadows/Foxholes at a cost of £ 5365 + vat for 2022 and 2023. Clerk to approach contractor to request if they would consider a three-year contract. Proposed by Cllr S Kornicky and seconded by Cllr Burse

FC234-21/22	Installation of a dog bin It was unanimously resolved to approve for HDC to carry out a survey to enable a dog bin to be installed, provided it's emptied, in the location: Guildford Rd Rudgwick Horsham RH12 3HZ where the north Downslink crosses the A281.
FC235-21/22	Hall Wifi It was unanimously resolved to approve a new Wireless access point in Rudgwick Hall to improve the Wifi connection for all users and approve expenditure of £454.60 excluding VAT. See report Proposed by Cllr Thompson and seconded by Cllr Burse
FC236-21/22	Water Compliance It was unanimously resolved to approve expenditure of £1709.00, detailed in the report for works to be carried out, in accordance with Water Compliance. See report Proposed by Cllr Thompson and seconded by Cllr S Kornysky
FC237-21/22	Skatepark Update It was unanimously resolved to note the update on the planning permission and contractor terms of contract. It was unanimously resolved to confirm that a draft contract is required. Gravity have advised that installation at the end of May should still be feasible but have made RPC aware that raw material prices are increasing and if installation is delayed, this may impact the costs agreed. No contract from Gravity at time of publishing agenda, Clerk to circulate once received. Clerk to follow up with the Facilities Officer and Cllrs to assist the Facilities Officer with further information/support required.
FC238-21/22	New Locks – RH, KGV, KGV boiler room and Jubilee Hall It was unanimously resolved to approve expenditure of £847.50 for new locks to be fitted at RH, KGV, KGV boiler room and Jubilee Hall to improve security. Quotation sought for locks and keys where sets cannot be cut and the parish office retains a master key, for RPC to consider and approve. Other option to receive and consider is basic replacement locks for Jubilee Hall and Rudgwick Hall as per Nov FCM and a more secure lock and key system for KGV and KGV boiler room. Proposed by Cllr Thompson and seconded by Cllr P Kornysky
FC239-21/22	Climate change It was unanimously resolved to consider a Climate Change Working Group to undertake further actions required and for this to be discussed and decided. To be added to the April agenda. It was unanimously resolved to register RPC's interest in West Sussex County-wide electric vehicle charge point network.

FC240-21/22	RYC Management Committee Update It was resolved to note the update. • Meeting with RPC on Monday 7th March at 9.30am to discuss the lease, Cllr S Kornycky, Cllr Thompson and Cllr Gormley agreed to attend; • RYC happy that RPC have made provisions in the budget for the painting of the exterior and any repair/works required for the flat roof; • RoSPA – Basketball posts -RYC confirmed they are happy for one to be removed and that the remaining post can be concreted in place and for agreement that the basketball post can be used by everyone in the village.
FC241-21/22	Drainage Working Group Update (for noting) It was resolved to note the update.
FC242-21/22	TCWG Update It was unanimously resolved to defer this item to the next meeting in April.
FC243-21/22	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.
FC244-21/22	Staffing It was unanimously resolved to approve items noted in the confidential report, which includes payment of overtime for the clerk and assistant clerk, amendment of weekly contracted hours (11 to 8 per week from 1.4.22) for the Facilities Officer and contractual salary increases for the Assistant Clerk and Facilities Officer, in recognition of their commitment and hard work for RPC commencing 1.4.22. Proposed by Cllr Thompson and seconded by Cllr P Kornycky
FC245-21/22	Date of next meeting: Monday 14th March 2022, at 7.00 pm It was resolved to note the date for the Annual Parish Meeting as Monday 14th March 2022, at 7pm.

There being no other business, the Chairman closed the meeting at 9.09 pm

.....
Councillor D Buckley
Chairman

.....
Date