



RUDGWICK PARISH COUNCIL

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

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

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

The meeting was opened at 7.05pm

Item FC168-22/23 Public Forum was moved to the first item on the agenda.

Standing orders were suspended during the public forum and the meeting commenced at 7.20pm

FC168-22/23	Public Speaking Session The Chairman moved this item to the first agenda item Representatives from Honeywood House and Aspire Developments gave details of a possible planning application for Honeywood House.
FC164-22/23	Apologies for Absence Apologies were received from West Sussex County Councillor (WSC Cllr) Christian Mitchell and noted. Cllr A Gormley was absent.
FC165-22/23	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. Cllr S Alker advised his interest in the planning item Land at Windacres Farm, Church Street
FC166-22/23	Minutes of Council Meeting of 17th October 2022 It was unanimously resolved for the Minutes to be an accurate record of the Council Meeting held on 17th October 2022 and for the chairman to sign these.
FC167-22/23	District and County Councillors Reports (for noting only) It was unanimously resolved to note WS County councillor Mitchell report. It was unanimously resolved to note HDC Landeryou's report. Sussex Topiary Appeal was lost, inspector put considerable emphasis on water neutrality in his decision. The next appeal due on the campsite, in my view

	should also be lost on similar grounds. • The Local Plan is being progressed and it is hoped to go to Cabinet in December, then for Council in the New Year but these dates could slip. • Recycling and Waste – Hot bin trial was successful and will look to roll out to the public next year. The bins are expensive and retail at £300 per unit, HDC might be able to offer bins at a subsidised rate of £191.70 + VAT, however together with West Sussex waste cheaper alternatives for residents are being explored. (3.77KG of food waste fed into bins per household per week) The Chairman formally thanked WS County councillor Mitchell and HD Councillor Landeryou for their reports.		
FC169-22/23	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 14th November 2022			
Application No	Applicant	Reason for Application	Recommendation
DC/22/0068 31.10.2022	Smithers Farm, Guildford Road, Rudgwick	Erection of a two-storey rural workers dwelling and change use of existing dwelling to estate office.	Rudgwick Parish Council does not believe that the current application materially addresses the deficiencies of the very similar forerunner application DC/20/0257 dated 7 th February 2020. Perhaps that is because the planning history of the submitted planning, design & access statement, fails to acknowledge the existence of this previous application and some other recent ones. Accordingly, the parish council Objects to DC/22/0068 as the location of the development conflicts with the Local Plan and Neighbourhood Plan Settlement/Spatial Strategy as defined in HDPF policies 1,3,4,26 and RNP Policy 1. Also, the proposed new house would cause significant harm to the open

			rural character & appearance of the countryside, conflicting with HDPF policies 25, 26, 28 and 33. Additionally, the proposed blue slate roof would be in breach of RNP policy 6.
DC/22/1879 02.11.2022	Rudgwick Skate Park, Rudgwick Village Hall, Bucks Green, Rudgwick	Removal of Condition 4 of previously approved application DC/22/0263 (Demolition of existing skatepark and erection of replacement skatepark) to allow for the removal of hours of permitted use condition.	Rudgwick Parish Council (RPC) support the removal of Condition 4 of previously approved application DC/22/0263. RPC request that the regulatory condition should be either removed completely, or changed to 'use permitted in daylight hours', as there is no lighting at the Skate Park.
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 DC/22/1598 noted as no comment but RPC did make comment and this was a clerical error on the agenda. The permitted development rights were removed under a condition of the approved planning application in 2014 and it is of concern that work has already commenced to make alterations to the property in breach of this condition. The issue raised by the neighbouring property regarding loss of privacy and overlooking is also a significant concern. No further comment.		
v)	It was unanimously resolved to note the planning 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;		
vii)	Sussex Topiary Campsite – Naldretts Lane RH12 3BU – HDC Licencing To raise again at the Dec FCM if no response		
	Cllr S Alker wanted it recorded that he did not support RPC's response submission to Planning Inspector – Windacres Farm With regards to WA/2021/02002		
FC170-22/23	Correspondence Update (for noting only) Church Street Traffic Proposal – County Cllr C Mitchell responded supporting this proposal		

	- Letters written to landowners with reference to trees down damming the River Arun/Environment Agency notified - PFD Downslink Crossing A281 in Rudgwick - In response to the Coroners email, Clerk wrote to Ian Myhill, Local Transport Improvements Project Officer WSCC. 'The Parish Council would like further clarification and explanation on how WSCC statement that '£1m for the bridge would take a third of the annual capital improvement grant spending' correlates with the £22m.' <u>His response received 2.11.22</u> The 22m represents the entire funding allocation for Highways this will include all highway maintenance on carriageway, footways, vegetation and structures. Only in the region of £3.7m is available for highway improvements (Integrated Transport Block) and that also includes resource costs. Hence, £1m is broadly 1/3 of the annual capital improvement programme for WSCC.
FC171-22/23	Chairman's Report It was unanimously resolved to note Chairman's announcements: - Jubilee Hall grant - Jubilee Grant – emailed Lord Benyon to ask for an update and response received to advise there is no further information on the scheme at present. - Rudgwick Walk-in Centre – In the absence of Cllr Gormley a decision to be made on the Warm Spaces provision discussed and approved in principle at the Sept meeting. Agreement to hold drop-in sessions at Rudgwick Hall on Monday 12th December and Friday 16th December from 10am – 2pm. This will be led by the Cllrs and volunteers and for those involved to email the clerk to co-ordinate time slots. Initial trial dates, with a view to extend into January if successful. Cllr S Kornysky to liaise with the Games Hub and Book Exchange and Clerk to follow up to ensure they are happy with both clubs being advertised as a Warm Space. Clerk to update Facebook and Website. 4th December is the deadline for the January Parish magazine. Clerk to contact Nick Jenkins HDC for advice on financial assistance available.
FC172-22/23	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 17th October – 13th November 2022) - KGV Road Flooding- Short term solution, Wilbar Associates will be digging two channels to help with drainage. Clerk to liaise with Wilbar Associates next year when weather improves to look at options and costs to install a drain. - Stagecoach have removed the stop at The Kings Head, so Horsham bound buses will no longer stop there. We will use Hawkridge as suggested. E02-22 2022-23 National Salary Award – Employers are encouraged to implement this pay award as swifty as possible. Backpay to be paid in Novembers payroll. - Dead Tree on the A281 – Update from WSCC 'Unfortunately, before proceeding with any works we must provide evidence that we have attempted to contact the landowner by all means available to us. I appreciate this is not good news as we may now encounter a further delay. However, please be assured we are very keen to keep this moving as quickly as possible making every effort to combine this work with our current work in the system or the A281.' – Clerk to contact

	WSCC to ask about the removal of debris from trees already felled, to ask if being chipped or moved. Electric Car Park Spaces – FIT have advised they are taking the application request to the Trustees week commencing 14/11/22 http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC173-22/23	Parish Council representatives on outside Organisations (for noting only) It was unanimously resolved to note the update. Horsham Climate Action Planning Event 20th October To be covered in FC181/22/23
FC174-22/23	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 October; Detailed Receipts & Payments by budget heading October; - Bank Reconciliations for October Lloyds: Business, Savings, Deed and NS&I Accounts; - Monthly Bank Reconciliation; October Payments to be made Rialtas has been sold to N. Harris Computer Corporation. Harris is a subsidiary of Constellation Software, Inc. Cllr P Kornicky requested the Clerk check on the tariff/costs relating to Street Lighting. Cllr P Thompson requested the Parish Office ensure any changes in relation to the sale of Rialtas is looked into and a contingency plan in place. Clerk advised there is a Clerks network and any changes affecting Rialtas would be communicated via this channel. The Chairman requested that a commercial valuation of KGV Building to include Little Street is undertaken and updated since the last valuation. Contacting the original provider of the commercial lease and giving an up to date valuation. Estimate of cost to update to be obtained. Proposed by Cllr S Kornicky and seconded by Cllr A Ryan.
FC175-22/23	Policies and Procedures It was unanimously resolved to approve and adopt the policies Accessibility Statement Child Protection Policy Co-Option Policy Community Engagement Policy (under item 3 'Community Engagement' there is a statement about quarterly surgeries, this statement to remain in the policy.)

	Document Retention Policy Email & Internet Usage Policy Internal Control Policy Investment Policy Members Allowance Policy Privacy Notice Recording Public Media Policy Risk Assessment Management Scheme Section 137 Grants Policy Proposed by Cllr R Burse seconded by Cllr P Kornysky and agreed unanimously
FC176-22/23	Acceptance of notice of conclusion of 2021/22 audit It was unanimously resolved to note notice of conclusion of annual audit and AGAR (Signed) .
FC177-22/23	Coronation Plans and Community Activities It was unanimously resolved to approve the following actions: • Coronation plans – to be placed in Dec Parish magazine to request ideas and any plans for the village • Letters to be distributed to local businesses – Cllr Haynes to co-ordinate • A new parish ‘Coronation’ noticeboard
FC178-22/23	Tree Survey Actions It was unanimously resolved to approve HS1 update and expenditure of £750 from the Foxholes EMR to safely fell/dismantle T4/57 & T5/58 on the recent Tree Survey and to approve HS2 actions from the tree survey report and confirm total expenditure in the Finance Meeting. Proposed by Cllr P Thompson seconded by Cllr R Burse and agreed unanimously
FC179-22/23	RH Kitchen Project Update It was unanimously resolved to note the update from Cllr P Kornysky. • Contractor supplied with timetable of hall hire • Hirers notified • Howdens Trade account opened, this enables RPC to save £1250 on the price of the kitchen • New lockable cupboards to be installed by a joiner
FC180-22/23	Skatepark and HDC Time Restrictions Update It was unanimously resolved to note the update. • Date of Skate Jam and opening confirmed as 26th November, times to be advised and will be weather dependant. • Until HDC planning confirm opening times, signage will be delayed • Temporary signs will be in place advising ‘Use at own risk’ • Concerns raised over possible of Graffiti of the stake park, this will not be tolerated and CCTV will be installed to deter this. • Clerk to liaise with Facilities Officer to ensure our insurers are contacted to

	advise of the event • RPC to provide refreshment budget for RYC
FC181-22/23	Climate and Environment Group Update It was unanimously resolved to note the update from Cllr Burse and approve a new recycling 340l bin for RH to be collected fortnightly. Next steps will be to: • Agree Terms of Reference for the Council's Climate and Environment Group Go Greener Group Meeting Ideas Cllr A Ryan proposed investigating Tree planting and Rewilding Parish land. The Chairman thanks Cllr Burse for his work on this matter. Proposed by Cllr A Ryan seconded by Cllr P Kornysky
FC182-22/23	CCTV It was unanimously resolved to approve the expenditure of £2,365 plus VAT and to instruct Direct Security to install CCTV and a door lock at Rudgwick Hall. Proposed by Cllr S Kornysky seconded by Cllr I Maclachlan
FC183-22/23	Churchmans Meadow Path It was unanimously resolved to approve spending of £4,395 for the installation of a new footpath at Churchmans Meadow on the agreement the additional spend is for tarmac scalings/road planings and for the clerk to verify this with the agreed contractor Delwood Interiors appointed. Proposed by Cllr A Ryan seconded by Cllr P Thompson
FC184-22/23	RYC Update It was unanimously resolved to note the update and approve actions: • Drainage RYC- Southern Water – Cllr P Kornysky gave an update. The RYC waste water drain (inc. sewage) is 'backing up' and only draining very slowly. Probably only liquids are fully getting away down the sewer. Works to be undertaken on 16th November to establish and resolve. • Repositioning of the Recycling Bins at RYC – RPC approve as landlord for RYC to re-site the bins and constructing the canopy. Proposed by Cllr P Thompson seconded by Cllr A Ryan
FC185-22/23	Village Audit and Councillor Building Inspections 2022 It was unanimously resolved to approve moving the date of the annual Village Audit, taking into consideration the bird nesting season, to beginning of July, which allows works to be completed out of the nesting season timeframe. Clerk to email Cllrs for an update on the Cllr Building Inspections 2022
FC186-22/23	Graveyard It was unanimously resolved to discuss the commitment RPC previously agreed of £32,000 towards the burial ground works and future memorial wall and to discuss Earmarked Reserves to plan for this future spending.

	It was unanimously resolved to agree to defer to the FPHR Meeting on 21st November, where it will be discussed in further detail and on the December agenda with proposals for approval. Discussion included RPC supporting the village facility and a Graveyard Project and to consider the potential additional costs incurred. RPC thanked the church for undertaking this jointly with RPC. The Chairman thanked Cllr P Kornysky for collating all information.
9.00pm	HDC Landeryou left the meeting
FC187-22/23	RYC Lease Extension/Renewal It was unanimously resolved to approve a date of 31 December 2028 for the existing lease to be extended unchanged until, whereupon a further review would be undertaken.
FC188-22/23	KGV Water Compliance/cleaning It was unanimously resolved to approve in principle a professional cleaner, to include the weekly flushing required for water compliance at the KGV facilities. To be passed to the HROS committee once quotations have been complied.
FC189-22/23	School Safety Zone (SSZ) covering Rudgwick Primary School It was unanimously resolved to approve RPC support the scheme for a new School Safety Zone (SSZ) covering Rudgwick Primary School. • 1x Powered School Safety Zone Sign with accompanying flashing wig-wags on Queen Elizabeth Road Rudgwick Parish Council support the scheme however reference was made to our Traffic Calming Working Group meeting minutes, which are noted on our 9th May 2022 FCM minutes which refer to – • A school safety zone scheduled to be added to Church Street in next year's WSCC delivery plan. 20mph signs to be installed along with school signage. Is there an update on the 20mph signs being installed? It was also noted that signs closer to Church Street would be beneficial.
FC190-22/23	Review Business Plan and Projects Arising It was unanimously resolved to review and agree the progress and adequacy of the business plan. Burial Ground to be added to the plan Reducing RPC emissions/building insulation of RH. Speedwatch was discussed and contact to be made with reference to a presence on the Downslink A281 and near the Fox.
FC191-22/23	Staffing It was unanimously resolved to approve payment of overtime for the clerk and assistant clerk. Proposed by Cllr A Haynes and seconded by Cllr S Kornysky

FC192-22/23	Date of next Meeting: 12th December 2022, at 7.00 pm It was resolved to note the date of the next meeting as 12 th December 2022, at 7.00 pm.
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There being no other business, the Chairman closed the meeting at 9.18 pm

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Councillor D Buckley
Chairman

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Date