



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 26th September 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 and A Ryan.

Also, present Anna Clayton – Clerk and one member of the public.

	The Chairman opened the meeting with a moments silence in respect of Her Majesty. Concluded with God Save the King.
FC101-22/23	Apologies for Absence Apologies were received from West Sussex County Councillor (WSC Cllr) Christian Mitchell, HDC R Landeryou and Cllr P Thompson and noted .
FC102-22/23	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.
FC103-22/23	<u>Minutes of Council Meeting of 11th July 2022</u> It was unanimously resolved for the Minutes to be an accurate record of the Council Meeting held on 11 th July 2022 and for the chairman to sign these.
FC104-22/23	<u>Minutes of Halls, Recreation and Open Spaces Committee Meeting 24th January 2022</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 24 th January 2022 and for the Chairman to sign these
FC105-22/23	District and County Councillors Reports (for noting only) It was unanimously resolved to note WS County councillor Mitchell report . (reported dated 12 th September) It was unanimously resolved to note HDC Landeryou's report . (reported dated 12 th September) HDC advised there is an update on the Horsham District Plan and Water Neutrality on Wednesday 28 th September and further information will be updated at the October FCM meeting. The Clerk to write to WS County Councillor Mitchell: • Forward the Bus Stop correspondence requesting support.

	- TRO Downlink to move speed limit signs – can costs be clarified to parishioners. Speed limit signage raised, moved and signage to be moved again and the costs associated with each action. Clarification on what has changed, since Joy Dennis, Cabinet Member for Highways and Transport visited the site. - The RPC TRO application requested the 40mph signs on the Downlink crossing be moved some 150-200 metres east, towards Horsham. The signs were eventually moved only 15-20 metres and RPC were advised that there were no technically feasible sites allowing them to be moved further. WSCC cabinet member for Highways and Transport, has confirmed that they are to be moved further. RPC would like to understand how the technical constraints outlined, can now be overcome without a change in the WSCC speed policy. The Clerk to write to HDC Landeryou: - Update on Skate Park hours and whether a meeting can be arranged - HDC Warm Spaces/Warm bank provision – any further information - Buck Farm Pigs Farm update The Chairman formally thanked WS County councillor Mitchell and HD Councillor Landeryou for their reports.		
FC106-22/23	Public Speaking Session There were no public speakers.		
FC107-22/23	Planning To report on: ** RPC have responded to a number of planning applications from the parish meeting cancelled on the 12th September, these have been responded under delegated powers. ** <i>These will be added to Octobers FCM Planning Application comments made under delegated powers.</i>		
i)	Current Planning Applications were resolved unanimously and noted for comment to Horsham District Council (HDC).		
Applications considered at Rudgwick Parish Council Meeting 26th September 2022			
Application No	Applicant	Reason for Application	Recommendation
DISC/22/0225 11.08.2022	6 Pathfield Close, Rudgwick	Approval of details reserved by condition 17 to approved application DC/18/2747	No Objection (Submitted delegated decision 20.09.22)
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 DC/22/1187 Honeywood House – Representatives are welcome to attend a Parish Council meeting and speak in the public speaking session.		
iv)	It was unanimously resolved to note the appeal notices and decisions ;		

	Sussex Topiary Appeal - RPC made written representation. Local residents have also written, raising their concerns.
v)	It was unanimously resolved to note alleged enforcements The Chairman updated on Michael Black-Feather - EN/19/0057 - HDC Planning are still not sure who owns the land but a new solicitor has been appointed, who will be progressing this.
vi)	It was unanimously resolved to note that no Planning Applications were sent for consideration at Planning Committee North;

FC108-22/23	Correspondence Update (for noting only) Citizens' Assembly on Climate Change for Horsham District Letter to Stagecoach from RPC - Stagecoach Rudgwick/Bucks Green/Cox Green Bus Stops Cllr S Kornycky updated that the letter to Stagecoach has been received and is awaiting sign off. Clerk to forward WS County Councillor Mitchell the Bus Stop correspondence requesting support.
FC109-22/23	Chairman's Report It was unanimously resolved to note Chairman's announcements: • Her Majesty the Queen 1926 – 2022 – Letter of Condolence • Attended Bridge the Downslink event with the family and local residents, poignant occasion. A ghost bike is now located there, after a recent charity bike ride. Request for the Clerk to write to the Coroner to request an update on actions required by WSCC. • Update on Operation Flagstone regarding fatality near the Mucky Duck – still ongoing so no further public details • Churchyard Extension Meeting – productive meeting addressing the issues surrounding the legal costs, RPC to expect to participate in the next development of the graveyard.
FC110-22/23	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 11 th July – 25 th September 2022) • Re-surfacing of RTC top courts • Lynwick Street, Rudgwick – County Cllr Mitchell has written for an update from Highways- current update: I can confirm there was a road closure required to replace a damaged kerb line and to undertake necessary carriageway tie-in to the bellmouth at the junction of Guildford Road. Works have been raised for large scale patching works (384 square metres) at the downlink bridge which I hope can be co-ordinated and completed soon. I will keep you updated once I have got more information. • KGV dangerous manhole cover is being investigated by Wilbur Associates • Advertisement, Poster - Private Sector Leasing – https://www.horsham.gov.uk/housing/leases-and-lettings RPC to include on facebook • Little Street have reported issues with parking at weekends, they have requested

	the Football Club pay for signage • Ash dieback works - clerk to add to Facebook and website – Clerk to check for any road closures and replanting of the trees. • Thames Water – Cox Green Road, to replace the water pipes - clerk to add to Facebook and website http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC111-22/23	Parish Council representatives on outside Organisations (for noting only) It was unanimously resolved to note the update. • Water Neutrality Briefing for Parish & Neighbourhood Councils - Wednesday 27 July, 6pm Cllr P Kornycky and Cllr S Kornycky attended, a strategic solution is still being worked on, holding up the local plan.
FC112-22/23	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 July/August; • Detailed Receipts & Payments by budget heading July/August; • Bank Reconciliations for July: Lloyds: Business, Savings, Deed and NS&I Accounts; • Bank Reconciliations for August: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; July/August • Payments to be made • Transfer of £33,600 from Lloyds Savings Account to Lloyds Business Account (50% skatepark balance). Cllr P Kornycky queried a payment to be made to County Alarms for £208.20. Clerk to investigate further and payment to be paced on hold until clarified. Reference was made to keeping a close eye on our energy costs over the coming months. Proposed by Cllr I Maclachlan and seconded by Cllr R Burse.
FC113-22/23	SAAA 2022 Opt-out Communication It was unanimously resolved to agree to not to opt out of the SAAA (<i>Smaller Authorities' Audit Appointments</i>) central external auditor appointment arrangements. SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Proposed by Cllr A Gormley seconded by Cllr P Kornycky and agreed unanimously
FC114-22/23	Lloyds account– to update signatory details It was unanimously resolved to approve adding Sarah Hall (assistant clerk) as a signatory and access to on-line banking for the Lloyds Banks Accounts. Proposed by Cllr S Alker seconded by Cllr A Haynes and agreed unanimously

FC115-22/23	Insurance Cover premium 2022/23 It was unanimously resolved to approve Hiscox Insurance Schedule for 2022/23 at a premium of £4,580.81 including IPT and fee, this also includes an amendment for the additional premiums to add Loss of Rent Receivable to cover from renewal as follows: KGV Loss of Rent at £27,500 (12 months) receivable - £55.44 inc IPT Please note RPC committed to a 3-year binding Long Term Agreement (LTA) with Hiscox in September 2021 (FC106-21/22). NB Renewal terms based on the existing sums insured; the Fidelity Guarantee sum increased to £300,000 on 4th January 2022; and inflationary index linking of cover plus general inflation. Proposed by Cllr P Kornicky seconded by Cllr R Burse and agreed unanimously
FC116-22/23	Actions from Halls, Recreation and Open Spaces Committee Meeting 15^h August 2022. It was unanimously resolved to approve to resolve the recommended actions HROS as stated in the draft minutes. Many of the items are also being covered in separate agenda items. HROS07-22/23 Jubilee Hall needs some exterior works, full council approval required to enable scaffolding and exterior works. Interior works to the building will be looked at a later date. Quotes to be sourced.
FC117-22/23	Churchmans Meadow Path Update It was unanimously resolved to note the update and agree for the clerk to go back to the contractor to request an amendment to the quote to include scalplings. See report
FC118-22/23	Dead Tree on the A281 It was unanimously resolved to note the update from WSCC Highways, Transport and Planning. There has been no contact from the landowner since sending a letter in June, asking them to have this tree professional assessed and any required works undertaken. WSCC have written another letter dated 7th September, which requires the landowner to take urgent action. If they do not contact WSCC within 21 days, then they will go ahead and schedule the removal of the tree for reasons of health and safety. WSCC are planning to commence works in the area during October and November and hope for this to be included within those works. Ash dieback works
	Cllr A Haynes left the meeting at 7.55pm and returned 7.56pm
FC119-22/23	Water Drinking/Filling station at KGV It was unanimously resolved to note the update on the drinking water at KGV and options available and sites located both inside and outside. Awaiting quotes to undertake the works, will be available for the October meeting.

FC120-22/23	RH Kitchen Project Update It was unanimously resolved to note the update from Cllr P Kornysky. • Four contractors have been in to look at the kitchen refurbishment project • Clear spec from Howdens • Only one quote has been received to date • Obtaining shutter quotes The Chairman thanked Cllr P Kornysky for his report and hard work.
FC121-22/23	Skatepark and HDC Time Restrictions Update It was unanimously resolved to note that works are progressing within the agreed timescales and to agree for the clerk to contact HDC planning/ HDC Landeryou for an update on Skate Park hours and whether a meeting can be arranged. Following this action and response, agreement for RPC to: • Submit a Variation of Condition application to remove the 7pm closure time • Require HDC to waive the fee & expedite a decision • Require HDC to attend a meeting at Rudgwick Hall to visit the site & discuss with parish councillors. Proposed by Cllr S Kornysky seconded by Cllr A Ryan and agreed unanimously
FC122-22/23	Request for a fireworks night It was unanimously resolved to agree in principle the request for a fireworks night on the KGV playing field, providing all the conditions were satisfied and sufficient notice was given. No formal request received. • Detailed risk assessment • Public liability insurance • Location of the actual fireworks (in a restricted area) • Agreement of other field users • Temporary alcohol licence • Payment for use and cleaning of KGV/Village Hall toilets • Car parking • Date and timing • RPC approval
FC123-22/23	Horsham Fire Station - Safer community and Local Risk Management Plan It was unanimously resolved to note that Alistair Green, Chief of Horsham Fire Station, has been invited to the 17th October, meeting and is awaiting his rota before committing to the date.
FC124-22/23	Rudgwick Medical centre Improvement Works It was unanimously resolved to agree to approve a letter of support for the Medical Centre Improvement works.
FC125-22/23	Rudgwick Junior Football Club It was unanimously resolved to agree for Rudgwick Juniors to store one set of goalposts at the King George V playing fields subject to the following: The Parish Council would not be held responsible or liable when not in use. The Rudgwick Junior Football Club would need to liaise with the Tennis and Cricket Club to find a mutually acceptable place to store. Preferred location would be beyond the cricket net/behind the tennis courts.

FC126-22/23	RYC Update including RYC Management Committee 18 July 2022 It was unanimously resolved to note the update from Cllr S Kornycky. Cllr S Kornycky added that RYC are keen to be involved in the Skate Jam/opening of the Skate Park. Facilities Officer to liaise with the Youth Pastor to discuss.
FC127-22/23	RoSPA Actions It was unanimously resolved to approve the essential repair works on the priority action report Bucks Green recreation ground- • Make ground level on footpath to playground alongside kerb -Med 8- Open Spaces Warden to action • Repair Timber to swing barrier –Med 8- • Yellow Swing repair shackle –Med 12 • Red swing -Remove shackle bolt and check bush and shackle pin wear, replacing as necessary. Med 8 Cllr reference was made to the disappointment that the skatepark had been inspected and billed to RPC when unnecessary. http://www.rudgwick-pc.org.uk/transparency/rosa-inspection-reports/
FC128-22/23	Village Audit and Councillor Building Inspections 2022 It was unanimously resolved to agree to undertake the annual village audit and building inspections for RH/JH/KGV by councillors and for a date to be arranged. Clerk to circulate last year's Village Audit report and Cllrs to notify of which areas they will be actioning, liaising with the Village Warden. Building Inspections to take place on a Monday morning, date to be arranged by Cllrs and liaise with the Facilities Officer so she can be in attendance. JH – Cllr Alker and Cllr Haynes RH – Cllr Buckley and Cllr P Kornycky KGV – Cllr Buckley, Cllr Gormley and Cllr P Kornycky
FC129-22/23	Climate and Environment Group Update It was unanimously resolved to note the update. Donation request from our EMR Zero Carbon to be revisited at a future meeting Cllr Burse to explore funding avenues for the Tree Council's Branching Out Fund. The Chairman thanked Cllr R Burse for his report.
FC130-22/23	Rudgwick Community Walk in Centre It was unanimously resolved to agree in principle the proposal for a walk-in centre for the elderly residents in the parish subject to availability of RH on Mondays and Fridays and Cllr volunteers. JH already offers the Book Exchange on Wednesdays and the Games Hub on a Thursday afternoon. Cllr Gormley to co-ordinate taking in account the lone working policy. Cllr Gormley to circulate ideas with reference to Emergency Planning. The Clerk to write to HDC Landeryou: • HDC Warm Bank Provision – any further information

FC131-22/23	Parking at Rudgwick Hall It was unanimously resolved to note the continued issues with parking directly outside Rudgwick Hall. Clerk to provide when requested, Cllrs with a list and for parking slips to be available for Cllrs to use when the office isn't manned.
FC132-22/23	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.
FC133-22/23	Little Street Sublet Update It was unanimously resolved to approve Little Street negotiating the sublet, subject to the following conditions in place: • Public Liability • Notice of care for the additional traffic using the road to Little Street • Arrangement agreed until rental review in November, no additional energy costs during this time, to be reviewed in November. Proposed by Cllr S Alker and seconded by Cllr A Haynes
FC134-22/23	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
FC135-22/23	Date of next Meeting: 17th October 2022, at 7.00 pm It was resolved to note the date of the next meeting as 17 th October 2022, at 7.00 pm.

There being no other business, the Chairman closed the meeting at 9.01 pm

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Councillor D Buckley
Chairman

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Date