



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 15th January 2024 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

The meeting started at 7.02pm.

Present: Councillors S Alker, D Buckley (Chairman), R Burse, A Haynes, P Kornychy, S Kornychy, I Maclachlan, A Ryan, S Torn, P Thompson and R Wild, R Landeryou (Horsham District (HD) Councillor

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

FC194-23/24	Apologies for Absence Apologies were received from West Sussex County Councillor Christian Mitchell and noted.
FC195-23/24	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.
FC196-23/24	Minutes of Council Meeting of 11th December 2023 It was unanimously resolved for the minutes as an accurate record of the Council Meeting of 11th December 2023 and for the Chairman to sign these.
FC197-23/24	District and County Councillors Reports (for noting only) It was unanimously resolved to note HD Councillor Landeryou's report. HDC Budget – expenditure to be £800k higher, one off grant of £600k from the Government. 2.99% Council tax increase Brown bin fee £5 increase Sufficient reserves, prediction of costs going up year on year. Balanced budget this year but deficits likely over the coming years. Capital expenditure – Capitol Theatre refurbishment project, costs likely to be up to £11 Million. EMR – for environmental refurbishments. Draft local Plan, good news for the district. Cllr P Kornychy asked if the plan for Rudgwick was acceptable and would it gain the District Cllr support. Although HDC Landeryou felt that areas of the local plan should have been improved, he was very happy with the plan for Rudgwick. It was unanimously resolved to note the email from WSCC Christian Mitchel advising: WSCC have not met since 15 December 2023 at Full Council and I've nothing to update the Parish Council on in a written report. The Chairman formally thanked both Cllrs.
FC198-23/24	Public Speaking Session There were no public speakers

FC199-23/24	Planning To report on:		
	Cllr Haynes joined the meeting at 7.05pm		
i)	Current Planning Applications were resolved unanimously and noted for comment to Horsham District Council (HDC).		
Applications considered at Rudgwick Parish Council Meeting 15th January 2024			
Application No	Applicant	Reason for Application	Recommendation
<u>DC/23/1795</u> 20.12.2023	Woes Cottage, Church Street, Rudgwick	Replacement of patio doors, kitchen and bedroom windows (Listed Building Consent).	No Objection providing the HDC Heritage and Conservation Officer is satisfied that that proposed works will not adversely affect the listed building.
<u>DC/23/2218</u> 21.12.2023	2 Old School Cottages, Lynwick street, Rudgwick	Removal of existing conservatory and remodelling of existing porch. Erection of a single storey rear extension.	No Objection

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 Horsham District Council on previous applications;
iv)	It was unanimously resolved to note the applications being considered/determined by the Planning Inspectorate (for noting only).
v)	It was unanimously resolved to note that there are no new planning applications being considered at Planning Committee North (for noting only)
vi)	It was unanimously resolved to note the new Planning Compliance issues being considered by HDC.
vii)	It was unanimously resolved to note To report on the schedule of outstanding Planning Compliance Issues being considered by HDC (for noting only).
viii)	Oakfield - HDC misapplication of Policy RNP2 (Housing Mix to meet local needs) To note the correspondence between Ms Barbara Childs (HDC Director of Place) and the reply from RPC . Acknowledgement received of Stage 2 complaint (04.01.2024). A written response will be sent to the PC within 20 working days.
	R Landeryou (Horsham District (HD) Councillor joined the meeting at 7.11pm and he gave a verbal update on the district report.
ix)	TPO Request Boreham House

	To note the correspondence between Andrew Bush (HDC Arboricultural Officer) and RPC. Clerk to write to Andrew Bush: Rudgwick Parish Council respectfully requests escalation of this decision regarding our TPO application for a formal review by senior management, directly answering the points raised. HDC Landeryou to look into further and ascertain who the PC can contact to escalate if needed. RPC wish to see long term protection on these trees.
x)	Parish Council Planning comments To note update – email sent to Guy Everest as per December Actions. Following our December council meeting, the concerns relating to the parish comments when considering planning applications, was discussed and the below correspondence circulated to all Councillors. It was requested that a follow up response was required, requesting that greater care is taken to ensure this doesn't happen again in the future. <u>Response received 10.1.24</u> <i>Thank you for your email the contents of which are noted and acknowledged and will be raised at our next team meeting.</i> <i>I note the initial correspondence advised that there are other instances of where comments have not been acknowledged in reports. If you can recall / are able, please can any other examples be forwarded to me, I can then look into the particular cases and make sure there are no regular pattern of such occurrences.</i> <u>Letter submitted to Guy Everest</u>, Chair of HDC Planning Committee re the Parish Council comments not always being included on HDCs Planning Portal.
xi)	Local Plan Consultation To note the transcriptions of the Cabinet Meeting and Extraordinary Council Meeting held 11 December 2023, re the Horsham District Draft Local Plan 2023 – 2040: Regulation 19 Consultation.
xii)	Clerk action: Letter to be sent to Guy Everest in relation to water neutrality. Quince Farm – DC/21/1339 Construction of Sand School & Stable Block On 8th March 2023 Natural England having ruled the application is 'in scope' has advised of the further information that it needs to decide if the development is 'water neutral', otherwise it may need to object. Since that time, the only further document on file (with date 22nd August 2023) relates to a neighbour pointing out that the construction is already underway, apparently without the granting of permission. In parallel, enforcement case ref EN/23/0383 was opened on 29/8/2023 alleging 'construction prior to planning decision'. This case was closed 'not expedient' on 19th December 2023. Rudgwick Parish Council wishes to understand what is happening with the underlying planning application and why HDC is not/has not apparently taken any action to address the situation of development being undertaken without planning permission in place.

FC200-23/24	Correspondence Update (for noting only)
FC201-23/24	Chairman's Report It was unanimously resolved to note Chairman's announcements: • APM – Invite various non-PC organisations, RPS, commercial enterprises around the village to take part, to enable residents to hear about what is happening in the village. • Jeremy Quinn visited Speedwatch outside the Fox, he has followed up and requested to be kept informed. • Co-op grant, to ascertain further information for the benefit of the parish.
FC202-23/24	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (11 th December 2023 – 14 th January 2024) • Hall Booking Charges wef 1st January 2024 • Holy Trinity £1000 contribution to new JH defibrillator received with thanks • December meeting actions: Clerk to write to WSCC Highways to advise RPC noted the report of the County Councillor and would give this further consideration after the meeting with Adam Bazley in January and before our next FCM. In the interim RPC would like to ask what is holding up the movement of the 40mph speed limit sign. Response: As explained in the report, WSCC highways are looking holistically at an overall package of measures i.e. not moving a sign out of context of considering other measures. Mr Ian Myhill, Principal Transport Improvements Officer, is the officer working on the scheme. • Churchmans Meadow Path – aware the weather and amount of rain has washed away some of the coating of the path. The Open Spaces Warden is monitoring this and this will be added for further discussion at the next HROS meeting. • Horsham Matters launches its 'Helping Hands' campaign to put spotlight on isolation • Holman Bench, Church St x The Ridge – refurbishment now complete, special thanks to Cliff Walton and Richard Beeson. • Rudgwick Hall - Spring Clean up - Friday 12th January – Cllr Burse thanked all those that helped. • Car Park Leak – ongoing concerns over the icy weather conditions, Southern Water to be contacted. http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/
FC203-23/24	Parish Council representatives on outside Organisations It was unanimously resolved to note there were no reports received. • Gatwick Airport FASI South Airspace Change Proposal Update – Cllr Alker will be attending the virtual meeting 24th January 2024.
FC204-23/24	Finance • It was unanimously resolved to note payments/transfer made/received/ Detailed Receipts & Payments by budget heading/Bank Reconciliation Lloyds Accounts/Monthly Bank Payments made/received December; • Detailed Receipts & Payments by budget heading December; • Bank Reconciliations for December: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; • Payments to be made • Transfer of £15,000 from Lloyds Savings Account to Lloyds Business Account;

	Payments to be made: Cllr P Kornycky to discuss LS 25% KGV Security under item FC216-23/24 Proposed by Cllr P Thompson and seconded by Cllr R Wild
FC205-23/24	Rudgwick Hall Roof It was unanimously resolved to discuss options available for funding the roof works required and to approve progressing and submitting an expression of interest (EoI) Cllr Wild and Cllr P Kornycky to work with the office in driving this initiative forward. Community Ownership Fund: prospectus - GOV.UK (www.gov.uk) Brief analysis of community ownership fund
FC206-23/24	New Initiative for Small Business Growth – Shared Premises Scheme It was unanimously resolved to discuss and note the documentation received from HDC and it was confirmed that RPC are not in a position to be involved in this initiative at this time.
FC207-23/24	Rudgwick tennis Club consent required for works It was unanimously resolved to note the RTC request, for consent to carry out urgent drainage works for the outside of the courts. RPC require more detailed plans to be able to approve the request. RPC Cllr representatives happy to attend a site meeting and report back to the council, this may be a quicker resolution. Clerk to contact tennis club to arrange. See report
FC208-23/24	Committees and Working Groups Appointment of New Members for the 2023/24 municipal year It was resolved to approve committees/working groups membership for new Cllrs and amendments for existing Cllrs. Complaints Committee (four members): Cllr Buckley, Cllr Maclachlan, Cllr P Kornycky, Cllr S Torn. Finance Policies and Human Resources Committee (four plus CM/VCM): Cllr Burse, Cllr Buckley, Cllr P Kornycky, Cllr S Kornycky, Cllr Thompson, Cllr Wild (Vice) Halls, Recreation and Open Spaces Committee (seven members): Cllr Burse, Cllr Haynes, Cllr Buckley, Cllr P Kornycky, Cllr S Kornycky, Cllr Maclachlan, Cllr Ryan. Planning Committee (seven members) Cllr Buckley, Cllr Haynes, Cllr S Kornycky, Cllr Maclachlan, Cllr Ryan, Cllr Thompson, Cllr R Wild. Emergency Planning, Resilience and Community Safety Group (four including two councillors): Cllr Burse, Cllr Thompson, Cllr Alker, Cllr S Torn. Traffic Calming Working Group: (No maximum, with min two councillors): Cllr P Kornycky, Cllr S Kornycky, Cllr S Torn. Drainage Working Group: (No maximum, with min two councillors): S Alker, P Thompson, A Haynes Climate and Environmental Working Group: (No maximum, with min two councillors): Cllr R Burse, Cllr A Ryan Representatives on Outside Organisations Communities Against Gatwick Noise Emission PC Forum (CAGNE): Cllr Alker RYC: Cllr S Kornycky HALC: Cllr P Kornycky, Cllr P Thompson

FC209-23/24	RPC Website It was unanimously resolved to approve a resolution to spend up to £1000.00 on a website provider to implement a new RPC website. Clerk to contact other parish clerks to ascertain which providers are recommended. Proposed by Cllr S Kornycky and seconded by Cllr R Wild
FC210-23/24	Climate and Environment Group and RPC Easy Wins Update It was unanimously resolved to note the Climate and environmental Group and the RPC Easy Wins document
FC211-23/24	Churchmans Meadow Tree maintenance works It was unanimously resolved to note Cllr Ryan and Cllr Burse's involvement in fitting the new tree canes and guards. Cllr Ryan to send out possible dates for over a weekend, to enable maximum assistance from the Cllrs/helpers.
FC212-23/24	Electrical works at KGV It was unanimously resolved to note the update on Electrical works at KGV.
FC213-23/24	TCWG Update It was unanimously resolved to note the update: • TRO Updates 2 x TRO have been submitted. (Haven Rd and A281) • Highways meeting with Adam Bazley – a further meeting has been arranged for the 6th Feb with WSCC highways to do an 'on site' look at what the TCWG are proposing, plus looking at the 'active travel' possibilities. • Traffic Calming Consultation 24th February 2024
FC214-23/24	New laptop for the Assistant Clerk It was unanimously resolved to approve expenditure of £ £582.72 ex vat for a refurbished laptop for the assistant clerk. Proposed by Cllr S Alker and seconded by Cllr A Ryan
FC215-23/24	Resolution to exclude the public and press from the business about to be transacted. Exclusion due to the confidential nature/exempt information to be discussed.
FC216-23/24	Little Street and Tennis Club Lease Reviews It was unanimously resolved to approve the update from the T & F group. • Cllr Wild to circulate Little Street draft agreement for final approval. • Tennis Club lease payment received with thanks.
FC217-23/24	Date of next Meeting: 12th February 2024, at 7.00 pm It was resolved to note the date of the next meeting as 12th February 2024, 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