



RUDGWICK PARISH COUNCIL

Parish Office
Rudgwick Hall
Bucks Green
Rudgwick
West Sussex
RH12 3JJ

Tel: 01403 822678

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Date: 7th October 2024

To: All Members of Rudgwick Parish Council

You are duly summoned to meeting of the Parish Council that will take place on Monday 14th October 2024 at the Rudgwick Hall, Bucks Green at 7p.m.

Anna Clayton

Mrs Anna Clayton
Clerk to Rudgwick Parish Council

Members of the public have a right and are welcome to attend the meeting as observers.

AGENDA

To be read in conjunction with Clerk's Report for further background information.

(can be found on <http://www.rudgwick-pc.org.uk/>)

FC116-24/25 **Apologies for Absence**
To receive and approve.

FC117-24/25 **Declarations of Interest**

To receive any declarations of interest by councillors on any matters to be considered at the meeting and notifications of changes to members' Register of Interests. Any clarification on whether a Member has an interest should be sought before attending the meeting.

FC118-24/25 Minutes of Council Meeting of 9th September 2024
(Minutes on Rudgwick Parish Website)
To receive for approval the Minutes as an accurate record of the Council Meeting held on

9th September 2024 and for the chairman to sign these.

FC119-24/25 **To receive Halls, Recreation and Open Spaces Committee Meeting** [Minutes of Council meeting 1st May 2024](#) for adoption.

FC120-24/25 **To receive Planning Committee Meeting** [Minutes of council meeting 1st March 2024](#) and [Minutes of council meeting 6th September 2024](#) for adoption.

FC121-24/25 **District and County Councillors Reports** (for noting only)
To receive and note reports.

FC122-24/25 **Public Speaking Session** (for noting only)
The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.

FC123-24/25 **Chairman's Report** (for noting only)

- The Mucky Duck pub
- Winter Preparedness - Parish/Town Council Briefs 7th October

FC124-24/25 **Planning**
To report on:

- i) Current Planning Applications to be considered for comment to Horsham District Council (HDC).

Applications for consideration at Rudgwick Parish Council Meeting 14 th October 2024				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/24/1490 04.10.2024	Hyeswood, Guildford Road, Rudgwick	Extension of the existing residential curtilage to include pod and stable building to be used as ancillary accommodation to the main dwelling. (Retrospective).		07.11.2024

The above applications can be viewed through the Horsham District Council public access web page <https://public-access.horsham.gov.uk/public-access/>

ii)	Schedule of Planning Applications comments made under delegated powers (for noting only);
iii)	Schedule of Planning Decisions made by Horsham District Council on previous applications (for noting only);
iv)	To report/consider the schedule of new applications being considered/determined by the Planning Inspectorate (for noting only).

v)	To report on planning applications being considered at Planning Committee (North).
vi)	To report on alleged enforcements (for noting only).
vii)	To report on the schedule of outstanding Planning Compliance Issues being considered by HDC (for noting only).
viii)	NPPF changes consultation response from RPC (for noting only) To receive and note
ix)	Parish & Neighbourhood Council Planning Training Planning 25th Sept 2024 To receive and note
FC125-24/25	Correspondence Update (for noting only) Gatwick Airport FASI South Airspace Change Proposal
FC126-24/25	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 9 th September – 13 th October 2024) - New marking on the KGV road and entrance into the RH carpark - Cricket Nets Maintenance update - SID on A281 - Horsham side - Churchman's Meadow - Trees maintenance - Pondfield Road Rudgwick - Tates way public footpath - Pig Farm Planning Application DC/24/1163 – A letter is being prepared by the Chair of Planning to send to HDC. - Damaged Car Park Wall at Co-op Rudgwick Car Park, Clerk chased HDC for a timescale for the repair. - Local Government Pension Scheme (LGPS) – 2023/2024 Employer Performance Rudgwick Parish Council website
FC127-24/25	Parish Council representatives on outside Organisations (for noting only) To receive reports if applicable. - Gatwick Airport FASI South Airspace Change Proposal Update Slide Deck - Winter Preparedness - Parish/Town Council Briefs 7th October (to be discussed under Chairmans announcements) - RYC Management Committee Report Update – Cllr S Kornycky - Planning Advisory Service review 8th October – Cllr S Kornycky and the Clerk attended
FC128-24/25	Finance - Payments made/received September; - Detailed Income & Expenditure by budget heading September; - Bank Reconciliations for September: Lloyds: Business, Savings, Deed and NS&I Accounts; Monthly Bank Reconciliation; September - Payments to be made Transfer of £30,000 from Lloyds Business Account to the Lloyds Savings Account;

FC129-24/25	Acceptance of notice of conclusion of 2023/24 audit To receive and note
FC130-24/25	Actions from Halls, Recreation and Open Spaces Committee Meeting 25th September 2024. To approve to resolve the recommended actions as stated in the draft minutes.
FC131-24/25	Consultations • Council Tax Support Scheme Consultation • STAKEHOLDER CONSULTATION: West Sussex Highway Network Management Plan To receive and resolve.
FC132-24/25	Traffic Calming • 40mph speed limit on the A281 • ANPR SIDS To receive and resolve.
FC133-24/25	VE day 80 year anniversary in May 2025 To receive and note.
FC134-24/25	KGV Roof To receive and resolve.
FC135-24/25	Winter Maintenance Plan To receive and resolve.
FC136-24/25	Climate and Environment Group Update To receive and note.
FC137-24/25	Date of next Meeting: 11th November 2024, at 7.00 pm

Filming of Parish Council Meetings and use of social media

During this meeting the public are allowed to film the Council or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Clerk know in advance if you wish to film. Mobile devices/ Amazon Alexa devices should be switched to silent/ off for the duration of the meeting. The Parish Council will be recording the meeting, members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording), at the meeting by any person present.

RUDGWICK PARISH COUNCIL

Annual Council Meeting on Monday 14th October 2024 at 7.00 pm

Clerk's Report

To be read in conjunction with the Agenda

FC116-24/25	Apologies for Absence Recommendation: To resolve to receive and approve apologies.
FC117-24/25	Declarations of Interest Recommendation: To receive any Declarations of Interest from Members of the Council and resolve for these to be <i>noted</i>. Members are advised to consider the agenda for the meeting and determine in advance if they have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. (Please refer to flow chart provided prior to the meeting). If a Member has a declarable interest, they are reminded that this must be declared at the start of the meeting. Details of the interest will be minuted. Where a Member has a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), they are reminded that they must withdraw from the meeting room after making representations/ asking questions. If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must not take part in the discussions of the item at all, participate in any voting and unless the Chairman has given a dispensation, withdraw from the meeting room. Any clarification on whether <i>a Member has an interest should be sought before attending the meeting.</i>
FC118-24/25	<u>Minutes of Council Meeting of 9th September 2024</u> Recommendation: To receive for approval the minutes as an accurate record of the council meeting held on 9th September 2024 and for the Chairman to sign these.
FC119-24/25	To receive Halls, Recreation and Open Spaces Committee Meeting <u>Minutes of Council meeting 1st May 2024</u>
FC120-24/25	To receive Planning Committee Meeting <u>Minutes of council meeting 1st March 2024</u> and <u>Minutes of council meeting 6th September 2024</u> for adoption.
FC121-24/25	District and County Councillors Reports (for noting only) Recommendation: To receive and note reports.
FC122-24/25	Public Speaking Session (for noting only) The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.
FC123-24/25	Chairman's Report (for noting only) • The Mucky Duck pub • Winter Preparedness - Parish/Town Council Briefs 7th October
FC124-24/25	Planning To report on:
i)	To note the Current Planning Applications to be considered for comment to Horsham District Council (HDC).

ii)	To report on Planning Applications comments made under delegated powers (for noting only);
iii)	To report on Schedule of Planning Decisions made by Horsham District Council on previous applications (for noting only);
iv)	To report on the schedule of new applications being considered/determined by the Planning Inspectorate (for noting only).
v)	To note there are no new planning applications being considered at Planning Committee North (for noting only).
vi)	To report on the schedule of new Planning Compliance issues being considered by HDC (for noting only).
vii)	To report on the schedule of outstanding Planning Compliance Issues being considered by HDC (for noting only).
viii)	NPPF changes consultation response from RPC (for noting only) To receive and note the response.

ix)	<u>Parish & Neighbourhood Council Planning Training Planning 25th Sept 2024</u> • To receive and note: Introductions – Barbara Childs, Director of Place • Effective engagement in the planning process, including call in to Committee – Emma Parkes, Head of Development & Building Control • Biodiversity Net Gain – Catherine Howe, Head of Strategic Planning/Linsey King, Ecology Officer • Planning and trees – Andy Bush, Arboricultural Officer
FC125-24/25	Correspondence Update (for noting only) Recommendation: To resolve to note correspondence update. • Gatwick Airport FASI South Airspace Change Proposal
FC126-24/25	Clerk's announcements/decisions (for noting only) To receive Clerk's Weekly Updates (from 9th September – 13th October 2024) • New marking on the KGV road and entrance into the RH carpark • Cricket Nets Maintenance update • SID on A281 - Horsham side – Reported and RPC believe it needs freshly charged batteries and a reboot. • Churchman's Meadow – Trees maintenance – Clerk to order 30 guards and canes. • Pondfield Road Rudgwick Update • Tates way public footpath – Resident has reported: Every year, during rainfall, the bank on both sides of this path brings loose soil into the dip in the footpath. It also floods at the bottom of the ramp where it meets the flat area. Requested RPC suggestions in resolving. Clerk to include on next HROS agenda. The Village Warden has cut a little ditch and cut back soil clear of underlying tarmac pavement. Grass would stop soil run-off in heavy rain , but grass will not grow under the tree. Only permanent solution is a concrete gutter. • Pig Farm Planning Application DC/24/1163 – A letter is being prepared by the Chair of Planning to send to HDC. • Damaged Car Park Wall at Co-op Rudgwick Car Park, Clerk chased HDC for a timescale for the repair. • Local Government Pension Scheme (LGPS) – 2023/2024 Employer Performance Rudgwick Parish Council website https://rudgwick-pc.gov.uk/clerks-weekly-update/
FC127-24/25	Parish Council representatives on outside Organisations (for noting only) To receive reports if applicable. • Gatwick Airport FASI South Airspace Change Proposal Update Slide Deck • Winter Preparedness - Parish/Town Council Briefs 7th October (to be discussed under Chairmans announcements) • RYC Management Committee Report Update – Cllr S Kornicky • Planning Advisory Service review 8th October – Cllr S Kornicky and the Clerk attended
FC128-24/25	Finance Recommendation: To resolve to <i>note</i> payments/transfer made/received/ Detailed Receipts & Payments by budget heading/Bank Reconciliation Lloyds Accounts/Monthly Bank Reconciliation and to resolve to approve transfer/ payments to be made. • Payments made/received September; • Detailed Income & Expenditure by budget heading September;

	- Bank Reconciliations for September: Lloyds: Business, Savings, Savings (TFR), Deed and NS&I Accounts; Monthly Bank Reconciliation; September Payments to be made - Transfer of £30,000 from Lloyds Business Account to the Lloyds Savings Account;
FC129-24/25	Acceptance of notice of conclusion of 2023/24 audit To receive and note. Signed External Auditor Report and Certificate 2023/2024 SA Notice of Conclusion of Accounts (displayed 16th September 2024)
FC130-24/25	Actions from Halls, Recreation and Open Spaces Committee Meeting 25th September 2024. Recommendation: to approve to resolve and discuss the recommended actions as recommended from the HROS Meeting 25th September 2024.
FC131-24/25	Consultations Recommendation: To receive update and discuss and approve recommendations/actions to be undertaken. Council Tax Support Scheme consultation (The consultation is open until 10 November) STAKEHOLDER CONSULTATION: West Sussex Highway Network Management Plan
FC132-24/25	Traffic Calming Recommendation: To receive update and discuss and approve recommendations/actions to be undertaken. 40mph speed limit on the A281 - ANPR SIDS - ANPR SIDS Correspondence Update
FC133-24/25	VE day 80 year anniversary in May 2025 Recommendation: To receive update and discuss and approve recommendations/actions to be undertaken.
FC134-24/25	KGV Roof Recommendation: To receive update and approve email consultation for urgent works required and expenditure of £1500 (plus VAT) Labour & Materials to include: - Remove the roofing slates to expose the damaged roof valley - Remove the valley and make good all exposed roofing felt and battens. - Supply and build in a new dry valley system and a new lead saddle - Replace all the saved slates tiles and any damaged roofing slates with new - remedial works to the left hand valley, would be covered by a 25 year guarantee
FC136-24/25	Winter Maintenance Plan Recommendation: To receive and resolve to note Rudgwick Parish Magazine article and actions to be undertaken. Winter Maintenance Plan 24/25 (document to be amended to reflect 24/25, with new website address information. All numbers to be checked)

	• WSCC Winter Offer 2024/25 • WSCC Winter Preparedness 7/10/24 (Awaiting slides) • Insert for RP Magazine November (amendments noted in yellow) • RPM Insert page 1 Winterplan (2023 copy – to be amended – website/email addresses to be amended) • RM PM Insert page 2 Winterplan (2023 copy – to be amended – website/email addresses to be amended)
FC137-24/25	Climate and Environment Group Update Recommendation: To resolve to note the Climate and Environment Group report and approve actions to be undertaken.
FC138-24/25	Date of next Meeting: 11th November 2024, at 7.00 pm Recommendation: To resolve to note the date of the next meeting as 11th November 2024, at 7.00 pm.