



RUDGWICK PARISH COUNCIL
Parish Office
Rudgwick Hall
Bucks Green
Rudgwick
West Sussex
RH12 3JJ

Tel: 01403 822678

E-mail clerk@rudgwickpc.co.uk

Date: 09th December 2020

To: All Members of Rudgwick Parish Council

You are duly summoned to a virtual council meeting (in adherence to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392; Business and Planning Act 2020 Section 22 to include Parish Meeting under section 78 of the Coronavirus Act 2020 as part of the Amendment Regulations 2020) of Rudgwick Parish Council on **Monday 14th December 2020 at 7 p.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, but are requested to contact the clerk by email (clerk@rudgwickpc.co.uk) by Monday 14th December (noon) at the very latest to ensure they can receive an electronic invitation to the meeting.

AGENDA

To be read in conjunction with Clerk's Report for further background information.
(can be found on <http://www.rudgwick-pc.org.uk/>)

FC194-20/21 Apologies for Absence

To receive and approve.

FC195-20/21 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.

FC196-20/21 Minutes of Council Meeting of 9th November 2020

To receive for approval the Minutes as an accurate record of the Council Meeting held on 9th November 2020 and for the chairman to sign these.

FC197-20/21 District and County Councillors Reports (for noting only)

To receive and note reports.

FC198-20/21 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.

FC199-20/21 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 December 2020				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/20/2328 26.11.2020	Land to the east of Lynwick Street, Rudgwick	Erection of a stable block		17.12.2020
DC/20/2313 01.12.2020	1 Woodside Cottages, Church Street, Rudgwick	Erection of a single storey rear extension. Installation of new window and No. 2 roof lights to rear elevation.		22.12.2020
DC/20/2136 03.12.2020	Firtree Plantation, Hyes Woodlands, Waterlands Lane, Rowhook	Retrospective application for the erection of an agricultural barn for storage of forestry related equipment and as an area for maintenance of tools.		24.12.2020
DC/20/1938 08.12.2020	Keepers Cottage, Near Tittlesfold, The Haven, Billingshurst	Retrospective application for the change of use of land to provide a seasonal camping facility; associated change of use of part of a forestry barn to provide toilet, shower, kitchen and ablution facilities; ancillary operational development in the form of two static units of holiday accommodation.		29.12.2020

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

- ii) Planning Applications made under delegated powers (for noting only);
- iii) Schedule of Planning Decisions made by Horsham District Council on previous applications (for noting only);
- iv) Appeal notices and decisions and consider for comments;

- v) Alleged enforcements and consider for comments (for noting only);
 - vi) Planning applications being considered at Planning Committee North;
- FC200-20/21 **Correspondence update** (for noting only)
- Resident brought water on church street to Parisj council attention
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- FC201-20/21 **Chairman's announcements** (for noting only)
- Retirement of HDC Senior Arboricultural Officer;
 - Speeding traffic church street
 - Five-year Business plan for Rudgwick Parish Council
- FC202-20/21 **Clerk's announcements/decisions** (for noting only)
- To receive Clerk's Weekly Updates (2nd November – 7th December 2020)
- Time of next FPHR Meeting – 20th April 2020. This has been changed to 27th April 2020 at 6pm to accommodate the workload of the parish office;
 - Traffic Calming Working Group website tab – tab to be included as soon as the Chairman has notified the clerk and the process will start;
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- Rudgwick Parish Council website
<http://www.rudgwick-pc.org.uk/parish-council/clerks-weekly-update/>
- FC203-20/21 **Parish Council representatives on outside Organisations** (for noting only)
- To receive reports if applicable.
- 10th November 2020 'Gatwick Keeping in Touch with the Community'
 - 23rd November 2020 RYC meeting – The committee passed on their thanks to the parish council for two items.
- 1) Agreeing to fund the difference between the S106 funds available and the total cost of installing the Fire Doors, (£73 approx).
- 2) For providing the Litter bins on the KGV field.
- FC204-20/21 **Finance**
- To consider for approval/ noting:
- Payments made/received November;
 - Detailed Receipts & Payments by budget heading November;
 - Bank Reconciliations for November: Lloyds: Business, Savings, KGV, Deed and NS&I Accounts;
 - Transfer of £xxx from Lloyds Savings Account to Lloyds Business Account;
 - Monthly Bank Reconciliation;
 - Payments to be made.
- FC205-20/21 **Parish Council Budget and Precept for the financial year 1st April 2021 to 31st March 2022**
- To receive and resolve.
- FC206-20/21 **FPHR**
- Staffing
 - NJC/NALC/living wage Salary Increase 2020-21
 - Rudgwick Parish Council RIALTAS accounting codes

To receive and resolve.

FC207-20/21 **Loxwood Clay Pits Development Plans**
To provide an update.

FC208-20/21 **Parish Office IT services**
To receive and resolve

FC209-20/21 **To appoint a tree survey contractor**
To receive and resolve.

FC210-20/21 **Village Audit**
To receive and resolve actions.

FC211-20/21 **Staffing**
To receive and approve.
Include overtime for consultancy fees JF

FC212-20/21 **Date of next Council Meeting: 11th January 2020, 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.