



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 13th January 2025 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

Present: Councillors S Alker, D Buckley (Chairman), R Burse, A Haynes, I Maclachlan, P Kornycky, S Kornycky, A Ryan, P Thompson (Vice Chairman), S Torn, R Wild.
R Landeryou (Horsham District (HD) Councillor)
West Sussex County Councillor Christian Mitchell

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

FC181-24/25	Apologies for Absence There were no apologies for absence.
FC182-24/25	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.
FC183-24/25	<u>Minutes of the Council Meeting 9th December 2024</u> It was unanimously resolved for the minutes as an accurate record of the council meeting held on 9 th December 2024 and for the Chairman to sign these. Request made FC173-24/25 Standing Orders to be added to the next agenda for further discussion. Assistant Clerk, S Hall to be added as was in attendance.
FC184-24/25	District and County Councillors Reports (for noting only) It was unanimously resolved to note WSCC Christian Mitchell's report . • Cllr P Kornycky asked for an update on the 3 x CHS submissions and clarification on the end of 2024 response deadline, no further update. WSCC Christian Mitchell to follow up. It was unanimously resolved to note R Landeryou (HD) Councillor's report . The Chairman formally thanked both Cllrs for their reports.
	R Landeryou (Horsham District (HD) Councillor) joined the meeting at 7.08pm
	Cllr A Ryan joined the meeting at 7.12pm
FC185-24/25	Public Speaking Session There were no public speakers.
FC186-24/25	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 13 th January 2025			
Application No	Applicant	Reason for Application	Recommendation
<u>CA/25/0001</u> 02.01.2025	Church Hill House, Church Street, Rudgwick	Surgery to 1x Group of Leyland Cypress forming hedge (Works to Trees in a Conservation Area)	No Objection Following a site visit by the Rudgwick Parish Tree Warden the Parish Council has No Objection to the tree surgery application.
<u>DC/24/1986</u> 02.01.2025	Bucks Cottage, Tismans Common, Rudgwick	Alterations to Boundary wall (Householder Application)	No Objection Rudgwick Parish Council has No Objection to the application but supports the view of the HDC Conservation Officer, in that the recommended conditions should be attached to any approval granted to protect the streetscape and rural character of the lane, in line with HDPF Policies 33 & 34.
<u>DC/24/1987</u> 02.01.2025	Bucks Cottage, Tismans Common, Rudgwick	Alterations to Boundary wall (Listed Building Consent)	No Objection Rudgwick Parish Council has No Objection to the application but supports the view of the HDC Conservation Officer, in that the recommended conditions should be attached to any approval granted to protect the streetscape and rural character of the lane, in line with HDPF Policies 33 & 34.
<u>DC/24/1958</u> 27.12.2024	Gibbons Mill Farm, Gatefield Bungalow, The Haven	Demolition of existing dwelling and construction of replacement dwelling.	No Objection provided that the property (Gatefield) retains its agricultural occupancy restriction.
<u>DC/24/1959</u> 27.12.2024	Furnace Lakes, Guildford Road, Slinfold	Removal of 9No. fishing swims and the siting of 3 shepherds huts for use as holiday accommodation (Class C3) together with associated works.	Objection Rudgwick Parish Council (RPC) notes that this is a part retrospective application with a Compliance investigation outstanding (EN/24/0179). RPC Objects to the application until evidence is provided and clarification is given over some of the issues raised in the Compliance investigation. The concerns are as follows: • Has PROW 1394 been rerouted to accommodate

			the huts already in situ, and without approval? • Discharge of waste into the lake was raised in the Compliance case. This application is unclear over the method of disposal of waste, as both Septic Tank and Unknown boxes are ticked. • It was alleged in the Compliance case that trees have been removed to accommodate the huts already in situ. A tree survey should be provided to protect the remaining trees and their RPA's during any further development. • RNP Policy 17 should be noted in conditions attached to any approval regarding the replacement of any trees lost in the development.
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ii)	It was unanimously resolved to note Planning Applications comments made under delegated powers (for noting only);
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 no new applications being considered/determined by the Planning Inspectorate.
v)	It was unanimously resolved to note no new planning compliance issues being considered by HDC (for noting only).
vi)	It was unanimously resolved to note there is no new report on the schedule of new planning compliance issues being considered by HDC
vii)	It was unanimously resolved to note the report on the schedule of outstanding Planning Compliance Issues being considered by HDC.
viii)	Horsham District Council Local Plan 2023-2040 It was unanimously resolved to note the update. Cancellation of scheduled hearings – Examination of Horsham Local Plan Cllrs advised of HDC email correspondence received 13.1.25 advising: Following the Horsham District Local Plan Inspector's decision to cancel the Local Plan Examination Hearings, we are holding a Parish & Neighbourhood Council briefing on Tuesday 28 January 2025.

FC187-24/25	Correspondence Update (for noting only) It was unanimously resolved to note the correspondence update. • 4Sight Vision Support thank you letter – S137 • S137 Grant for the Games Hub, thanks received from the Vicar, Martin King. • S137 Grant for Rudgwick Preschool, thanks received by email.
FC188-24/25	Chairman's Report It was unanimously resolved to note Chairman's announcements: • Agree speakers for Annual Parish Meeting – Cllr P Thompson advised he has contacts for the Book Exchange, to enable discussions for a potential speaker at the APM. • The Parish Council will publicise and support the RPS in celebrating the 80th anniversary of VE Day. • New television at RH, awaiting new leads to enable use.
FC189-24/25	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 9th December 2024 – 12th January 2025) • Churchmans Meadow tree update: 36 guards/sticks that need replacing. Due to the weather, remedial works to be carried out later in the month. • Finger Post Audit completed in November, ongoing remedial works by the Village Warden. • New salt bin in situ, located between Little Street and the RYC. • Rudgwick Hall heating thermostat control panel not working – Engineer contacted. Clerk updated the heating is now working. • WSCC carried out the outstanding tree works to Kilnfield Road, Pondfield Road and Woodfield Road. Rudgwick Parish Council website https://rudgwick-pc.gov.uk/clerks-weekly-update/
FC190-24/25	Parish Council representatives on outside Organisations It was unanimously resolved to note no reports received.
FC191-24/25	Finance It was unanimously resolved to note 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 December; • Detailed Income & Expenditure by budget heading December; • Bank Reconciliations for December: • Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation; December • Payments to be made • Payments authorised by the Assistant Clerk in the presence of Chair of the Finance Committee • Transfer of £30,000 from Lloyds Business Account to the Lloyds Savings Account; Proposed by Cllr R Wild and seconded by Cllr A Ryan

FC192-24/25	Lloyds accounts/ NS&I account– to update signatory details/ add new Cllrs. It was unanimously resolved to agree and approve: • Cllr P Thompson to be removed as a signatory, from the Lloyds Banks Accounts; NS&I Account; • Cllr Torn to be added as a signatory and to authorise Lloyds on-line banking; • Cllrs to take it in turns to authorise payments online each month, to ensure all passwords and log ins are kept active. Existing Cllrs confirmed they were happy to remain as approved signories: Cllr Buckley, Cllr Burse, Cllr Maclachlan Proposed by Cllr R Wild and seconded by Cllr A Haynes
FC193-24/25	S137 Funding applications It was unanimously resolved to agree and approve the amendment to the application date criteria, from April and October to quarterly. Clerk to update the S137 policy Proposed by Cllr A Ryan and seconded by Cllr R Burse
FC194-24/25	Consultations It was unanimously resolved to note the consultations and for Cllrs to make individual responses if required. • West Sussex Road Safety Strategy 2025-2036 Your Voice West Sussex. The consultation is due to close at 1155pm on Sunday 2nd February 2025.
FC195-24/25	Churchman's Meadow Drain inspection report It was unanimously resolved to note the report, RPC will consider any further information relating to future actions. Halls, Recreation and Open Spaces Committee Meeting 25.9.24 Churchmans Meadow HROS11-24/25 It was resolved unanimously to recommend to the Full Council to resolve: • Drainage (letter from resident site plan) it was agreed that the drain requires attention and this is on Parish Council land. Clerk to await report from Pondfield resident and investigate quotes for the drain to be cleared. Resident advised cost may be approx. £1600. • Tree Update – no further updates. Tree works in CM to be completed in November.
FC196-24/25	Update on the Community Ownership Fund It was unanimously resolved to note the update and prioritise Jubilee Hall as a priority project. https://www.msn.com/en-gb/news/uknews/state-funded-uk-scheme-to-save-beloved-community-sites-will-close-early/ar-AA1wmkTU?ocid=msedgntp&pc=U531&cvid=c5c8340b84b54531b548a637e634a948&ei=25 Community Ownership Fund: prospectus - GOV.UK
FC197-24/25	RH Stage Cupboards It was unanimously resolved to approve expenditure up to £2000.00 on the

	construction of RH stage cupboards. See report Proposed by Cllr P Kornycky and seconded by Cllr R Wild
	Cllr S Alker left the meeting at 8.34pm and returned at 8.37pm
FC198-24/25	Jubilee Hall Update It was unanimously resolved to note the update, Cllr A Haynes to obtain the JH plans and return to the parish office. Clerk to liaise with the Chairman and contact the landowner adjacent to JH to discuss future plans.
FC199-24/25	Traffic Calming It was unanimously resolved to note the update and for the Clerk to action: • 3x CHS Applications: No further update, raised with WSCC Mitchell. • Rowhook SID Update: Rowhook and Clemsfold Amenity Society support the initiative. Request has been made for an update on the status and intention regarding the mounting of a SID at the western end of the 30mph zone in Rowhook. – RPC awaiting a site visit from WSCC Highways to assess the suitability of suggested location(s) before we can proceed to purchase and commission any SIDs. • Additional SID Lynwick Street – Lynwick Street resident asked to suggest preferred location of the socket prior to site meeting with WSCC Highways. • Cllr Maclachlan and Cllr Ryan interested in attending future TCWG meetings, once CHS applications are completed. • Look into options for SID data collection.
FC200-24/25	Staffing It was unanimously resolved to receive and approve 2.5hrs overtime for the assistant clerk for hours worked at the FCM 9 th December. (note YTD 75/120HRS) Proposed by Cllr P Kornycky and seconded by Cllr I Maclachlan
FC180-24/25	Date of next Meeting: 10th February 2025, at 7.00 pm It was resolved to note the date of the next meeting as 10 th February 2025, at 7.00 pm

There being no other business, the Chairman closed the meeting at 8.49 pm

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Councillor D Buckley
Chairman

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Date