

Rudgwick Parish Council

Weekly Clerk's Update: 6 – 12 September 2025 (Agenda October 2025)

To: Parish Councillors

c.c: Christian Mitchell (West Sussex County Councillor)
Richard Landeryou (Horsham District Councillor)

From: Anna Clayton

The weekly update provides information regarding:

- Announcements/delegated decisions by the Clerk
- Planning information
- Correspondence/communications from parishioners
- Correspondence/communications from outside organisations

List of organisations that communicate with the Council on a regular basis.

- AIRS (Action in Rural Sussex)
 - APCAG (Association of Parish Councils Aviation Group)
 - CAGNE (Communities Against Gatwick Noise Emission)
 - CPRE (Campaign to Protect Rural England)
 - HALC (Horsham Association of Local Councils)
 - HDC (Horsham District Council)
 - NALC (National Association of Local Councils)
 - WSALC (West Sussex Association of Local Councils)
 - WSCC (West Sussex District Council)
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Clerk's announcements/delegated decisions:

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GENERAL REMINDER: If you wish to speak face to face to a member of staff, please contact the Clerk on 07927 702321 during her office working hours (Monday – Wednesday 9.30 – 15.30).

Applications for noting at Rudgwick Parish Council Meeting

Applications for consideration at the Rudgwick Parish Council Planning Committee Meeting 22 nd September 2025	
Application No: DC/25/1440 08.09.2025	Response/Comments:

Applicant: Pilgrims Rest, Cox Green	
Reason for Application: Non Material Amendment to previously approved application DC/24/1715 (Demolition of existing dwelling and erection of a self-build dwelling and garage.) Removal of soldier course brickwork above windows and removal and replacement of sliding doors to rear single story. Relocation and reduction of South West side window of utility room towards the side door.	
Official Response Date: Not available / Determination 06.10.2025	

Applications for noting at Rudgwick Parish Council Meeting 13 th October 2025	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

Applications for consideration at Rudgwick Parish Council Meeting 13 th October 2025	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting 13th October 2025

Application No: DC/25/1107	Response/Comments: Permitted / RPC - For the application to assessed properly clearer floor plans are required.
Applicant: 9 Woodfield Road, Rudgwick	
Reason for Application: Erection of a single storey rear extension and raised patio to replace existing.	
Official Response Date:	

Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 13 th October 2025	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

Appeals Lodged / Appeals Determined

New Appeals Lodged / Determined – Rudgwick Parish Council Meeting 13 th October 2025	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

New Planning Compliance Issues

New Planning Compliance Issues – Rudgwick Parish Council Meeting 13th October 2025	
Application No:	

EN/25/0317 01.09.2025	Response/Comments: Pending consideration.
Address: The Old School House, Lynwick Street, Rudgwick	
Nature of Complaint Alleged: Extension to a garage, using non-matching materials, within the curtilage of a listed building.	
Official Response Date:	

Parish Councils Website

Rudgwick Parish Council's New Website is now live!

<https://rudgwick-pc.gov.uk>

Correspondence

Email dated 12.09.2025 from Sussex PCC

Sussex Police and Crime Commissioner town and parish feedback sessions Autumn 2025.

Horsham District online meeting 8 October 10.00 -12.30

The Sussex Police and Crime Commissioner would like to invite you to talk to us about crime, policing and community safety issues in your area.

We know from recent Sussex Police crime reports that anti-social behaviour, violent and sexual offences, criminal damage and shoplifting are the most frequently reported issues across the Horsham district.

We'd like to hear from you about any local issues that may be going unreported or overlooked by the police or other agencies.

Join us online, along with an officer from the Neighbourhood Policing Team, to help shape the policing response your residents would like to see.

Please let us know if you can participate in this online feedback session, taking place on 8 October 10.00-12.30 over MS Teams.

Please also complete this short form ahead of the session: <https://forms.office.com/e/FUXA50S2Qe> to indicate the most pressing issue for local communities that you would like to discuss.

We would be grateful if you could also share this link: <https://forms.office.com/e/iXZt8BCssv> to our annual Safer in Sussex survey with your local residents, so they can have their say.

We look forward to meeting you online on 8th October. A MS Teams link will be circulated **once RSVPs** to this email have been received.

Kind regards, Mervin

Mervin Dadd

Chief Communications & Insight Officer

A: Sackville House, Brooks Close, Lewes, East Sussex, BN7 2FZ

Email dated 12.09.2025 from WSCC

Business case for local government reorganisation in West Sussex completed



news release

Business case for local government reorganisation in West Sussex completed



West Sussex councils have reached a significant milestone in the journey towards reshaping local government.

A business case for local government reorganisation has now been completed and will be presented at council meetings across the county, districts, and boroughs towards the end of September.

This marks a key step in the collaborative effort of all councils to respond to the government's requirement to re-structure local government and create a simpler structure for local government.

The business case demonstrates that both single and two unitary models are viable options for the future of local government in West Sussex.

[Read the case in papers published for an extraordinary meeting of the County Council on Tuesday 23 September.](#)

Councils will submit a letter to central government on 26 September proposing their preferred option for local government in West Sussex.

Once submitted, the government will undertake consultation and a final decision from government is anticipated in Spring 2026.

We would like to extend our thanks to the thousands of residents, businesses, community groups and council staff who took part in the recent Shaping West Sussex engagement survey. Your feedback has been vital in shaping the proposals and ensuring they reflect the priorities of our communities.

Cllr Paul Marshall, Leader of West Sussex County Council said: "This is a milestone in the collaborative working that has taken place over the past few months to deliver a submission that is based on strong evidence and research.

"Our next step is for our submission to be put before our respective councils for debate and discussion before being submitted to Government on 26 September 2025.

"The intention of all involved was to deliver a submission that presented options that will benefit our residents, businesses and communities in developing a local government system that compliments and strengthens the positives that the creation of a strategic combined authority will bring to Sussex."

[Future of local government in Sussex.](#)

Email dated 12.09.2025 from BRTA
Horsham Agenda for Forum 1

I [attach the agenda](#) for the forthcoming Horsham Forum. Please give us your support if you can. We can only organise larger public meetings if the members, money and support is there. Our on-going questionnaire in Cranleigh has got positive support for the reopening of the Guildford-Horsham rail link, but translating that to subs is the challenge. Meanwhile, we are putting together a South East page on our website and that will include principal projects we want to recruit members, support, money and allies to help progress towards delivery.

Only by re-railing and select new-builds can we hope to make development sustainable and cut the impacts of congestion on local and regional roads which has a detrimental effect on people, places, land use and the environment.

Please give us your help and support.

Yours sincerely, Richard Pill
BRTA CEO <https://brtarail.com/events/>

Email dated 11.09.2025 from NALC
Chief Executives Bulletin

Governance

- Every two years, we open the door to new leaders, fresh ideas, and passionate voices ready to shape the future of parish and town councils. Our [committee](#) elections aren't just elections, they're a movement to give local communities a stronger voice on the national stage. By standing for election, you'll have the chance to represent your peers, influence our strategy, and help steer decisions that impact thousands of parish and town councils across England. Whether through the National Assembly, the Larger Councils Committee, or the Smaller Councils Committee, your voice can make a real difference. Nominations open 15 September 2025. Step forward, stand tall, and be part of the future of local democracy.

Meetings

- Our [national network](#) for women councillors met on 8 September 2025, which covered several key updates and discussions. The network heard updates on the campaign to reform the Dependent Carers' Allowance, noting the previous government's reluctance to amend rules under the Levelling Up and Regeneration Bill, but a willingness from the new government to keep the matter under review following our engagement. We also presented survey findings showing low awareness and uptake of councillor allowances, with most childcare costs for meetings reported at £0 to £25. The network then discussed White

Ribbon Day, where we outlined our awareness plans, the accreditation process, and examples of local initiatives, emphasising the importance of tackling misogyny and supporting parish and town councils in engaging with the campaign. Finally, the open forum explored challenges for women in parish and town councils, particularly around leadership, mentorship, and gender-based barriers, with members highlighting the need for stronger communication, resources, and support.

- The [Improvement and Development Board](#) met on 4 September 2025 to discuss the proposal for a new [National Improvement Strategy](#), which included recommendations for a steering group, securing funding and grants, and the content of the strategy. The board heard updates on the new criteria for the [Local Council Award Scheme](#), review of proper practices and the CILCA Ops Group report. The board also approved a survey of parish and town councils as part of the work on data and recommendations from the [Civility and Respect Task Force](#), while noting that the Workforce Task Force was planning to bring their recommendations on job evaluation to the next meeting.

Resources

- [In this week's blog](#), the Marine Conservation Society invites parish and town councils to take part in the Great British Beach Clean 2025 (19 – 28 September 2025). Each year, thousands of volunteers clean up our coastlines while gathering vital data that drives real policy change, from reducing single-use plastics to securing bans on plastic in wet wipes. Parish and town councils play a leading role by promoting local cleans, organising events, and encouraging residents to get involved. Please read the blog to find out how to help protect our oceans and make a visible difference in your community.

Support

- I'm absolutely thrilled to share that this year's [Star Council Awards](#) have smashed all previous records, with an incredible 241 nominations received from across the country! These entries shine a spotlight on the outstanding dedication, innovation, and impact of parish and town councils, councillors, county associations and clerks who go above and beyond for their communities every single day. A huge thank you to everyone who took the time to apply and showcase the very best of our sector. The judging panels now have the tough task of reviewing this phenomenal range of nominations, and we can't wait to reveal the finalists in December. Next year's Parliamentary Reception is shaping up to be our biggest and most inspiring celebration yet!
- Our president, Baroness Ros Scott, has called on the government to ensure that the English Devolution and Community Empowerment Bill lives up to its promise of delivering genuine local power, not just rhetoric. [Writing in The House section of PoliticsHome](#) on 1 September 2025, ahead of [Commons Second Reading](#), she hailed the legislation as a "once-in-a-generation opportunity" to strengthen grassroots democratic accountability, warning that parish and town councils must be fully recognised as central to any neighbourhood governance reforms as the Bill proceeds through parliament.
- Among the audit reforms, we've successfully lobbied the government to introduce a rise in the upper threshold for smaller authorities, as the current £6.5 million threshold has not changed since 2014. A statutory instrument which will raise the threshold to £15 million from the current financial year was approved by both the [House of Commons](#) and [House of](#)

[Lords](#) last week and will now be formally signed by new ministers. We are continuing to work with the government and the [Smaller Authorities' Audit Appointments](#) on other matters such as increasing the lower threshold, strengthening internal audit capacity and the Annual Governance and Accountability Return.

- The ministerial team at the Ministry of Housing, Communities and Local Government (MHCLG) has been reshaped in the prime minister's [reshuffle](#). Steve Reed MP becomes secretary of state, supported by new junior ministers Samantha Dixon MP, Miatta Fahnbulleh MP and Alison McGovern MP. Jim McMahon MP and Lord Wajid Khan have been dismissed, while Alex Norris MP moves to the Home Office. Matthew Pennycook MP and Baroness Taylor of Stevenage remain as housing and Lords ministers. At the Department for Environment, Food and Rural Affairs, Emma Reynolds MP replaces Steve Reed MP as secretary of state, with Dame Angela Eagle MP succeeding Daniel Zeichner MP, who returns to the backbenches. We are writing to the new ministers to congratulate them and to seek further engagement on key issues for parish and town councils.
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Email dated 09.09.2025 from HDC

Latest news: Major planning application for Land West of Ifield received | New business training courses coming soon | Council marks Merchant Navy Day



Horsham District Council receives major planning application for Land West of Ifield site

Horsham District Council has received a significant planning application from Homes England for a proposed development of up to 3,000 homes on Land West of Ifield, located on the Horsham District's border with Crawley (application reference: DC/25/1312).

It is proposed to include:

- An outline application for 3,000 residential homes, alongside hotel accommodation, community and education facilities, gypsy and traveller pitches, public open spaces with sports and recreation facilities and pedestrian and cycle routes.
- An enabling highways infrastructure for Phase 1 to include the Crawley Western Multi Modal Corridor highway with access from Charlwood Road and crossing points.
- Infrastructure to support the delivery of a secondary school site together with access to Rusper Road.

A decision on the application is expected in early 2026.

The application is available for public consultation. Residents and stakeholders are encouraged to submit their comments on the proposals via the Council's website.

[Read more](#)



Council flies the Red Ensign to mark national Merchant Navy Day

Merchant Navy Day was marked this week in Horsham's Carfax at the War Memorial.

Horsham District Council with the Horsham branch of the Royal British Legion showed their support for the national 'Fly the Red Ensign for Merchant Navy Day' by raising the British Merchant Navy's official Red Ensign flag and laying wreaths.



New business training courses coming soon in Horsham District

Horsham District Council's popular Business Training Programme will soon return, delivered by local experts offering engaging, interactive workshops and 121 sessions to help provide valuable knowledge and skills development to local businesses.

Businesses can express their interest today, with some workshops, 121 sessions and online resources already available to book or access now.

[Read more](#)



We're recruiting loaders and qualified HGV drivers!

Could this be the career change you're looking for? We're offering competitive pay, job stability and good benefits. No experience needed for loaders, HGV licence required for drivers.

[Apply for a job](#)



New Carfax hub connects Horsham residents with markets and events

Horsham District Council has worked with Food Rocks Markets and Your Horsham to create a useful community information hub in Horsham's Carfax area.

[Read more](#)



Sussex Six food event draws hundreds to Horsham

Horsham town centre was buzzing with excitement on Sunday 7 September as hundreds of visitors gathered to celebrate the very best of Sussex food and drink at the Sussex Six Market.

The event featured a vibrant mix of local producers, street food vendors, live music, and a star-studded Sussex Super Chef Live Cookery Theatre curated by the fantastic local food guru, Hilary Knight.

Top award-winning Sussex chefs, wowed the crowds cooking their signature dishes live using locally sourced Sussex produce.

Visitors indulged in a mouth watering array of Sussex-made treats, from artisan sauces and jams to craft beverages and sweet delights from a broad range of Sussex food and drink producers.

There was fun for all the family with interactive musical performances on the Carfax band-stand led by the Little Notes' fruit and veg band and the moo-vellous 'Jersey Girls' street entertainers.

The information point will let the public know which market traders are operating on a particular day, what public events will be taking place and to act as a base for the Your Horsham ambassadors and the Council's community Neighbourhood Wardens.

[Read more online](#)

The festivities extended across the weekend with the Horsham Tap & Vine Takeover, organised by Fire-bird Brewery, Your Horsham and Visit Horsham.

[Find out more](#)

Connecting jobseekers with job opportunities at the 2025 Horsham Jobs and Skills Fair

Horsham District Council is inviting local jobhunters to come along to meet top local employers at the Horsham District Jobs and Skills Fair on Saturday 27 September 2025 from 10am to 2pm at the Drill Hall in Denne Road, Horsham.

Whether you are chasing your first job, switching careers, looking for voluntary work, apprenticeships or new training opportunities, the Jobs Fair will help you meet a broad range of local employers and organisations from a variety of different industries who will be showcasing what they have on offer and connecting with local talent.



[Find out more](#)

Remember to have your say on our Town Council consultation

We're asking for views on what a new Town Council could be called, and how it could work. Visit our pop-up exhibition space in Swan Walk shopping centre to find out more: our team will be on hand to talk to you there this Wednesday 10 September 10am-3pm and next Thursday 18 September.

The consultation closes on 29 September so click the link below to respond.



[Find out more](#)

Click here for more
news from
Horsham District
Council



View current
Council
Consultations



Email dated 08.09.2025 from WSCC

Parents urged to get their applications in for West Sussex secondary school places for 2026



news release

Parents urged to get their applications in for West Sussex secondary school places for 2026

Applications for secondary school places in West Sussex for September 2026 are now [open](#) and parents are being urged to get their applications in before the deadline of Friday 31 October 2026, when the deadline for applications closes,

Councillor Jacquie Russell, Cabinet Member for Children, Young People and Learning said:
“Our priority is to ensure all young people have access to education which helps them to achieve their potential.

“In West Sussex we successfully place nearly 97% of pupils in one of their three preferred schools and we are urging parents to get their applications in by the time the deadline closes to ensure their choices are considered.

“To make the process as simple as possible all the information you need to apply is available on our website. Additional support is available at our libraries across the county and there is

the option to complete a paper version of the form if you don't have access to the online application.

"I encourage parents and carers to thoroughly read through all the application information on our website. It is also important to look on school websites or contact schools directly to find out about their admissions policies and open evenings for prospective students when considering preferences."

The easiest way to apply is online via [West Sussex County Council's Website](#). The process is quick and simple to do, and you will receive an automatic confirmation when your application has been submitted.

Applications close on Friday 31 October 2025, so it is important applications are made on time for the best chance of being offered one of your preferred places.

Free use of computers with internet access is available in all West Sussex libraries, parents and carers can visit and use them without booking. The library service also offers digital support which includes help with filling in online forms, on 0330 222 3455.

If you are unable to apply online, please request a form through the post by calling 03330 142903. The Pupil Admissions Team can also be contacted via this number. They will be able to answer any questions about the admission process before applications are made.

Important information to consider when making an application:

- Parents and carers are strongly encouraged to apply for three schools and list them in order of preference
 - Parents and carers should select the catchment school (if applicable) as part of their application for it to be considered
 - Living in a school's catchment area does not guarantee a child a place at that school
 - If you do miss the deadline, you must still submit an application form, as a child will not automatically be allocated a school
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Email dated 08.09.2025 from HDC

Code of Conduct Training Session - 2 October

Please can I ask you to remind parish councillors of the below training? We will confirm timings as soon as we can.

'I am emailing to let you know that a code of conduct training session has been arranged for 2 October. The training will be online, and take place in the evening (5.30/6pm - TBC), for a couple of hours. Please can you advise your parish councillors to hold the date, and inform any new parish councillors you may co-opt/elect in the coming months. We will be in touch with more information in due course.'

Kind regards, **Aisha Nottage**

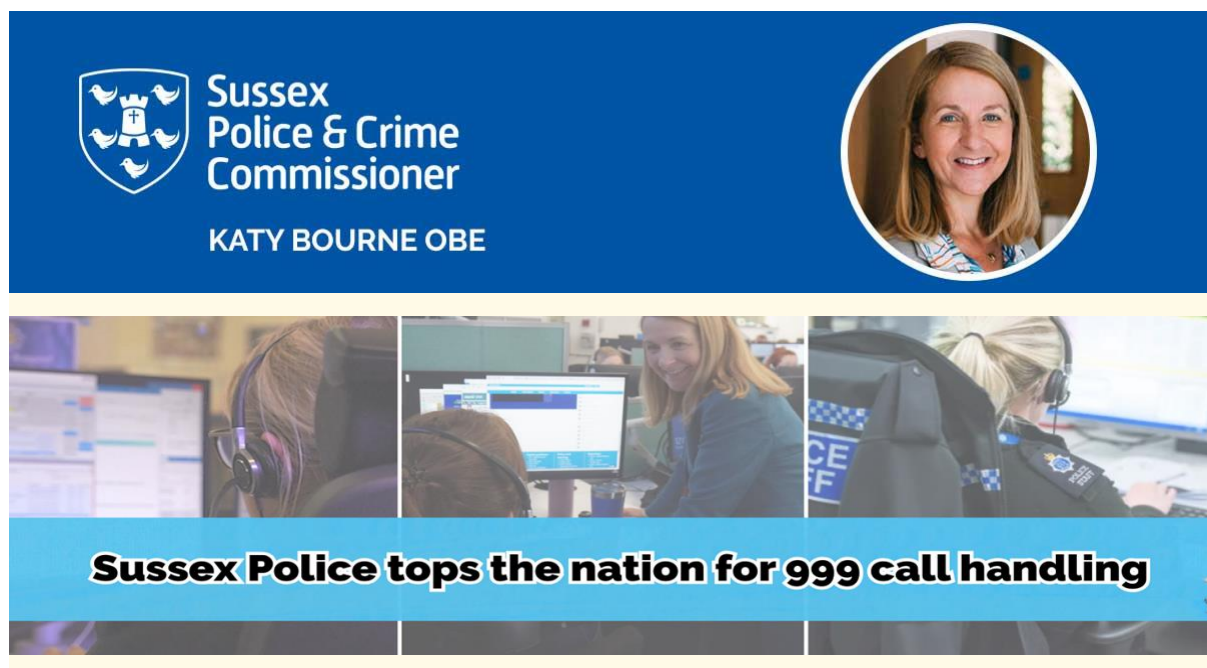
Democratic Services and Elections Manager
Deputy Monitoring Officer

Telephone: [01403 215562](tel:01403215562) | [07585 987169](tel:07585987169)

Email: Aisha.Nottage@horsham.gov.uk



Email dated 05.09.2025 from Sussex Police
Sussex Police tops the nation for 999 call handling

A promotional banner for Sussex Police & Crime Commissioner Katy Bourne OBE. The top section has a blue background with the Sussex Police & Crime Commissioner logo on the left, the text 'Sussex Police & Crime Commissioner' and 'KATY BOURNE OBE' in the center, and a circular portrait of Katy Bourne on the right. Below this is a yellow section with three images of police officers working at their desks. At the bottom is a blue section with the text 'Sussex Police tops the nation for 999 call handling' in white.

Sussex Police & Crime Commissioner
KATY BOURNE OBE

Sussex Police tops the nation for 999 call handling

I'm delighted to start this week's newsletter by letting you know that **Sussex Police is officially the best performing force in the country for handling 999 calls.**

These results are reflective of the past 90 days and the ranking is based on both the time taken to answer emergency calls and the proportion of calls that are answered within the national target of 10 seconds and under.

In Sussex, more than 95% of 999 calls have been answered within the target time. At the same time, fewer than 5% of non-emergency 101 calls have been abandoned which is a vast improvement from a few years ago when rates were high and public frustration with the service was understandably reflected by increased complaints coming in to my postbag.

As your PCC, efficient call-handling is at the heart of providing an effective police service and improving public confidence. Ultimately, when people call for the police in an emergency, they want and need a prompt and reassuring response. That's why I've made it a top priority to continuously invest in improved technology in the Force Contact, Command and Control Department (FCCCD).

This includes new call platforms, enhanced staff training and streamlining call management. I'd like to thank our dedicated call handlers, who work around the clock ensuring every call is answered effectively. Many congratulations on your efforts that have put Sussex Police in the number one spot.

I'll continue to monitor the performance of the FCCCD and will keep listening to what the public tell me matters to them. I hope you will agree that efficient call handling leads to enhanced public safety and greater trust in our police force.

Emergency Alert - this weekend

This Sunday, the Government will be testing its emergency alert system. These alerts are used to warn people when there's a danger to life nearby, including severe weather events like storms or flooding.

At around 15:00hrs, your mobile 'phone or tablet will receive a test message, accompanied by a loud, siren-like sound and vibration that will last for about 10 seconds. This will happen even if your device is switched to silent.

It's very important that you can receive these messages. However, there may be circumstances in which you feel you should opt out – for example, if you are affected by domestic abuse and have concealed a mobile 'phone from your abuser. You can read more about the alerts and the options you have to opt out here: www.gov.uk/alerts/opting-out

Did you know, you can also receive Sussex specific alerts regarding what's happening in your area, crime updates and crime prevention advice by registering for [Sussex Alerts](#)?



Katy Bourne OBE
Sussex Police & Crime Commissioner

FRIDAY FORCE FOCUS

A care home worker who stole sentimental jewellery from an elderly resident has been jailed.

Police were called after staff at Bethune Court in Boscobel Road, Hastings, reported the theft.

The victim – an 82-year-old woman – discovered jewellery including her late husband’s gold wedding ring had been taken from the bedside table in her private room.

As enquiries were ongoing, the victim’s family posted an appeal for information on social media. This was seen by a local pawnbroker, who believed they had recently accepted the same ring from a regular customer.

She was identified as a housekeeper at the care home.

The 58-year-old woman was arrested and charged with theft, which she was convicted of.

She was sentenced to 15 months’ imprisonment and charged with fraud.