

Rudgwick Parish Council

Weekly Clerk's Update: 15th – 21st November 2025 (Agenda December 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 noting at Rudgwick Parish Council Meeting 8 th December 2025	
Application No: DC/25/1879 10.11.2025	Response/Comments:

Applicant: Millfield Barn, Horsham Road, Horsham	
Reason for Application: Upgrade to existing overhead electricity cable.	
Official Response Date: Not available / Determination 22.12.2025	
Application No: DC/25/1535 17.11.2025 Amended Plans	Response/Comments:
Applicant: Stane Cottage, Waterlands Lane, Rowhook	
Reason for Application: Erection of 1.5 storey side and rear extension to main dwelling, demolition of existing tool sheds and erection of 1.5 storey extension to garage to create ancillary accommodation.	
Official Response Date: 01.12.2025 / Determination 19.11.2025 (not updated)	
Application No: DC/25/1891 12.11.2025	Response/Comments:
Applicant: Aerial Mast, Riverside Farm, Guildford Road, Rudgwick	
Reason for Application: The installation of 1 No. omni antenna, 1 No. Modem, and ancillary support equipment/ cabinet upgrades.	
Official Response Date: Not available / Determination 10.12.2025	

Applications for consideration at Rudgwick Parish Council Meeting

Applications for consideration at Rudgwick Parish Council Meeting 8th December 2025

Application No: DC/25/1803 20.11.2025	Response/Comments:
Applicant: Wagtails Farm, Oakhurst Road, The Haven	
Reason for Application: Siting of temporary rural workers dwelling and associated works (Retrospective).	
Official Response Date: 11.12.2025 / Determination 01.01.2026	

Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting 8 th December 2025	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 8 th December 2025	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

Appeals Lodged / Appeals Determined

New Appeals Lodged / Determined – Rudgwick Parish Council Meeting 8 th December 2025

Application No: DC/25/0093 APP/Z3825/W/25/3369471	Response/Comments: Appeal Dismissed
Applicant: Windacres Farm, Church Street, Rudgwick	
Reason for Application: Prior Notification for Change of Use of Agricultural Building to a single dwellinghouse.	
Official Response Date:	

New Planning Compliance Issues

New Planning Compliance Issues – Rudgwick Parish Council Meeting 8 th December 2025	
Application No:	Response/Comments:
Address:	
Nature of Complaint	
Official Response Date:	

Parish Councils Website

Rudgwick Parish Council's New Website is now live!

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

Correspondence

Email dated 20.11.2025 from HDC

Statutory Consultation on Local Government Reorganisation

Dear Parish Councillors

In case you were not already aware this note is to let you know the Government's formal consultation on Local Government Reorganisation for the priority programme launched yesterday afternoon. The Government decided to consult across Sussex and Brighton as whole.

The Government is inviting statutory consultees, key stakeholders, local residents, businesses, parishes and community groups to have their say and share their views on the shared business case and option recommendations for our area until 11 January 2026. Please note that both the West Sussex and Brighton & Hove proposals contain options for the future of the Horsham District area, so you may wish to read and complete the Government's on line survey on the Brighton & Hove proposal as well as the 2 proposals included in our "Shaping West Sussex" business case. The proposal supported by Horsham District Council is number 4 on the Government's consultation page. The County Council's preferred proposal is number 3 and Brighton & Hove's proposal number 2.

The consultation link is: <https://www.gov.uk/government/collections/west-sussex-local-government-reorganisation>

The key dates on our timeline in West Sussex are:

- 19 November 2025 – Government consultation opens
- 11 January 2026 – Government consultation closes
- March 2026 – Government decision expected.

The Leader of the Council, Martin Boffey, and I encourage as many of you as possible to complete the Government consultation as a parish and as a resident and help spread the word about the consultation generally.

We understand there are still many unknowns and, like yourselves, we are waiting for more details from central government. We will keep you posted as soon as we know any more.

Best regards, Jane

Jane Eaton

Chief Executive

Telephone: [01403 215101](tel:01403215101)

Email: Jane.Eaton@horsham.gov.uk



Email dated 20.11.2025 from HDC

Latest News: Horsham Remembers 2025 | Festive events promoting buying local | Food waste collections are coming!

Latest News



Horsham
District
Council



Horsham Remembers 2025



Hundreds of local people gathered to observe a respectful act of remembrance this year at the War Memorial in Horsham's Carfax on Remembrance Sunday 9 November.

The Deputy Lord-Lieutenant of West Sussex Shelaugh Legrave CBE led the wreath laying followed by Horsham District Council Chairman Cllr Tony Bevis on behalf of the people of the Horsham District. Wreaths were also laid by John Milne MP, Chairman of the Horsham Branch of

the Royal British Legion Zäl Rustom, and Cllr Andrew Baldwin representing West Sussex County Council.



On Armistice Day (Tuesday 11 November) there was a short service for those who wished to remember the war fallen on the 'eleventh hour of the eleventh day of the eleventh month' in Horsham's Carfax.

Prayers were led by the Rev'd Cannon Lisa Barnett and the Exhortation was delivered by the Chair of the Horsham Branch of the Royal British Legion Zäl Rustom. The Last Post was sounded by Leader of Horsham District Council Cllr Martin Boffey.



Horsham District Council's Chairman Cllr Tony Bevis, The Lord-Lieutenant of West Sussex Lady Emma Barnard and John Milne MP with members of the Horsham Branch of the Royal British Legion today (7 November) unveiled a remembrance memorial at Horsham Station in advance of the national commemorations at the weekend.



Local Government Reorganisation: new consultation launches

The government has launched a consultation on local government reorganisation (LGR) for Sussex and Brighton.

Their aim is to replace the current two-tier arrangements, which have services delivered by both county and district and borough councils with a new single-tier unitary model, with one council responsible for local services in an area.

Our shared business case and option recommendations were submitted on 26 September 2025. The Government consultation asks for views on proposals for the whole of Sussex including Brighton and Hove.

Find out more and have your say by 11.59pm on 11 January 2026.

[Read More Online](https://www.shapingwestsussex.org)

Council requests re-opening of Local Plan examination

Horsham District Council has formally written to Planning Inspector Luke Fleming to request the re-opening of the Horsham District Local Plan examination, citing changes in circumstances since the original hearings in December 2024.

Many of the Inspector's earlier findings were closely tied to the now superseded water neutrality requirements, which it believes means they are no longer relevant. The Council is calling for the examination hearings to be re-opened so that the Local Plan can move forward without further delay.

[Read More Online](#)

Festive fun across the Horsham District this year

This festive season there are events and activities for everyone across the Horsham District making it full of celebration and community spirit.

Don't miss our Christmas Launch Party in collaboration with Your Horsham from 4pm to 9pm on Friday 21 November or our extra special festive Friday Late on 19 December with the fabulous Beato Burrito Mariachi Band. Over at Horsham Museum & Art Gallery, a special Museum Late on the same night will bring music from HAODS.

Christmas choirs will perform on the Carfax Bandstand every Saturday from 29 November to 20 December along with even more Sussex Sounds performances from our talented line up of local musicians.

Make the most of the festive season with a visit to The Capitol for the spectacular pantomime Robin Hood or step into the Studio for the heart warming family adventure of The Christmas Bunny (also with a relaxed performance) and a moving production of A Christmas Carol.

[Find out more](#)

Festive events promote buying local this Christmas in Horsham District



In the lead up to Christmas, an exciting array of local festive markets and events are taking place across Horsham District, bursting with seasonal charm. From handcrafted gifts and delicious local food and drink to magical entertainment, activities and live music, there is something for everyone to discover and enjoy.

[Find out more](#)

Food waste collections are coming!

**Get bready...
food waste collections
are coming**

Let's recycle our food waste better, together:
www.horsham.gov.uk/foodwaste

West Sussex
recycles

Horsham
District
Council

Food waste collections are coming to the Horsham District! We will be adding weekly food waste recycling collections to your bin collections in spring 2026.

Find out more on our Food waste webpage and [sign up to our Recycling and Waste email newsletter](#) to receive the latest updates first.

[Read more about food waste collections](#)

Council visit to Envitia in Horsham



As part of a series of meetings with prominent local businesses, members of Horsham District Council's internal Enterprising Horsham Business Charter Group, along with the Council's Cabinet Member for Climate Action and Nature Recovery Cllr Colette Blackburn recently visited data software and services company Envitia Group Ltd, at their premises in Horsham.

[Read more online](#)



Next event: Christmas Launch Party 21 November

Enjoy our Christmas Launch Party in collaboration with Your Horsham from 4pm to 9pm on Friday 21 November.

The lights will be on across Horsham Town Centre and visitors can enjoy music, festive markets, late night shopping and our special one night only Christmas trail with prizes and much more. We are also expecting a visit from Father Christmas himself!

[Find out more and book a Santa visit](#)

Stay connected

Albery House, Springfield Road
Horsham,
West Sussex,
RH12 2GB



**Horsham
District
Council**

Email dated 20.11.2025 from WSCC

Have your say on the future of local government in West Sussex



news release

Have your say on the future of local government in West Sussex

People in West Sussex can now have their say on the future of local government in the county.

West Sussex County Council is urging interested parties, including residents, businesses and organisations, to take part in government-run consultations open from today.

Views gathered in the consultations will influence ministers' decisions on the way local government in West Sussex is reorganised and structured.

Details of the consultation are on government's website here: [Local government reorganisation in East Sussex and Brighton and Hove, and West Sussex](#)

West Sussex County Council will take part in the consultation to express its own views on the proposals with its preference being for a single unitary authority for the whole of West Sussex.

Councillor Paul Marshall, Leader of West Sussex County Council, said: "This is an opportunity for everyone in West Sussex to have their say on the future of local democracy and the way in which local government will deliver services and effectively represent our diverse places and communities. Whatever your view, your voice matters.

"All councils in West Sussex worked collaboratively to develop a shared business case that presented two options to government, both of which meet government criteria, reflect local needs, and are viable for reorganisation.

"Of the two, West Sussex County Council maintains that a single unitary authority delivers the best outcomes for residents, with less spending on council infrastructure, greater savings to reinvest in services, stronger financial stability, and continuity for vital services that support our most vulnerable people."

In addition to the proposal for a one unitary option, the district and borough councils have stated a preference for a two unitary council option.

Cllr Marshall added: "While the option of two unitary authorities for the county is viable, I passionately believe that a single authority has the opportunity to engrain within its fabric a commitment to recognise the strength in the variety of different communities within our county and develop bespoke approaches to individual places. In short, one council does not mean a single way of doing things; rather it provides the capacity to work hyper-locally with sufficient resource to adapt delivery.

"Analysis from West Sussex councils shows that a single unitary authority could save around £48million per year, compared with £18.8million per year for two authorities. A single authority therefore means less money spent on overheads and more on services like children's care, highways and community safety as well as waste collection, street cleansing, parks and open spaces.

"Our preferred option will have the resources and capacity to deliver services to local residents effectively and efficiently, while also having the flexibility to ensure local government is connected to local places in a way that responds to the needs of individual places.

"We owe it to our residents to choose a model that delivers services efficiently, keeps council tax as low as possible, and protects those most in need. A single authority does that in a way two or more councils does not."

The options for a single unitary authority and two unitary authorities for West Sussex were presented to government in a shared business case developed by all councils in West Sussex.

Brighton & Hove City Council proposed a further option for five unitary authorities across Sussex that involves boundary changes within West Sussex. This proposal was developed independently and differs significantly from the two options proposed by West Sussex councils.

Cllr Marshall added: “We have concerns about Brighton & Hove City Council’s proposal for five unitary authorities across Sussex. It would fragment West Sussex, create duplication, and weaken partnerships with the NHS, police, and fire services. We do not support the proposal because we know from our own analysis that one of the proposed West Sussex councils, from day one, would not be financially viable and we cannot expose our residents to the risk of a failing council.”

Full details of the options are provided within the government’s consultations, which run until 11.59pm on Sunday 11 January 2026.

Once the consultations close ministers will consider all responses and decide which proposal, if any, to implement.

The decision rests entirely with national government and will be subject to Parliamentary approval.

[The government consultation is available online](#) and hard copies can be requested from West Sussex libraries.

[Future of local government in Sussex](#) (information on local government reorganisation and devolution).

[Shaping West Sussex](#) (includes links to the West Sussex shared business case).

**Email dated 20.11.2025 from NALC
Chief Executives Bulletin**

Honouring Cllr Keith Stevens

- As many of you will already be aware, we are deeply saddened to share that our chair, Cllr Keith Stevens, has passed away following a brief serious illness. Cllr Stevens was a deeply respected and much-loved figure within the parish and town council sector. As chair of the National Association of Local Councils (NALC)

since 2021, he championed the vital role of parish and town councils, working tirelessly to strengthen the voice of communities across England. Cards and messages of condolence can be sent to nalc@nalc.gov.uk or by post to: Mrs Alison Stevens, 31 Banner Way, Stone Cross, Pevensey, BN24 5FE. The funeral will be held for family and close friends on 5 December 2025. In lieu of flowers, Cllr Steven's family invites donations to [The Brain Tumour Charity](#) to help fund their vital work, including life-saving research and efforts to increase awareness of the symptoms.

Committees and networks

- Our [Annual General Meeting](#) (AGM) on 13 November 2025 placed the climate emergency firmly at the centre stage, highlighting the growing role of parish and town councils in leading local action and strengthening national momentum behind the transition to net zero. The keynote presentation from Simon Oldridge, the lead organiser of the National Emergency Briefing, set out stark warnings about the accelerating climate and nature crisis. He outlined the forthcoming national briefing event in Westminster aimed at replicating the clarity and urgency of the COVID-19 briefings. He stressed that parish and town councils are well placed to support public engagement. The AGM also confirmed this year's appointments, agreed affiliation fees for 2026/27 at 8.6 pence per elector (capped at £2,216 for the largest councils), and completed the meeting's formal business. You can [read more about the AGM](#) on our website.
- Our [Management Board](#) met on Tuesday and agreed to allocate additional resources to commission a review of our strategic direction in partnership with county associations. It also agreed to work with the Association of Drainage Authorities, the [Smaller Authorities' Audit Appointments](#), and the Society of Local Council Clerks to consider improved support on governance and finance matters.
- Our [national network](#) for women councillors met last Wednesday, who heard from Dr Hannah Phillips, the respectful politics policy manager at The Jo Cox Foundation, who spoke about [how to address the problem of violence, abuse, harassment, and intimidation](#) toward elected representatives on all levels of government across the UK. You can visit their website to [learn more about their Respectful Politics work](#). Our improvement and development manager, Hazel Broach, spoke about how the [Improvement and Development Board](#) has introduced the [Councillor's Statement of Assurance](#), which further strengthens our commitment to creating positive, supportive and respectful parish and town council environments. The meeting concluded with an open forum where the groups discussed how to move forward with these initiatives and work toward the shared goal of maintaining respect within parish and town councils.

Events

- Last week on Saturday, the chair of our [Policy Committee](#), Cllr Peter Allison, spoke at the Cumbria Association of Local Councils AGM on English devolution and the experience of combined authorities and mayors in South and West Yorkshire, as well as our advocacy work under the auspices of the Policy Committee.
- Last Thursday, our head of policy and communications, Justin Griggs, was at the Surrey Association of Local Councils' (SALC) AGM and Conference. Preparing for the future was the event theme, bringing parish and town councils together to discuss the opportunities and challenges of local government reorganisation. Justin's presentation covered the devolution white paper and bill, our engagement with government and parliament, and making a success of devolution. The event also featured contributions from Cornwall

County Council, Farnham Town Council and Surrey County Council, as well as speed training sessions on AI, IT and HR. On the same day, our member services manager, Anders Hanson, attended the Worcestershire County Association of Local Councils AGM. The AGM focused on local government reorganisation with presentations and a Q&A with Bromsgrove District Council, Malvern Hills District Council, Redditch Borough Council and Wychavon District Council. Anders also gave an update on some of the highlights of our work over the last year. The following day, the mayor of Kidderminster gave him a tour of the town hall, which had reopened the previous week after a major refurbishment.

- Over the last week, I attended both the Warwickshire Association of Local Councils and the Berkshire Association of Local Councils (BALC) AGMs. I was pleased to hear about the role of parish and town councils in Warwickshire and the West Midlands in health. They were recognised in the Coventry and Warwickshire Integrated Care Board's [Integrated Care System](#) as place shapers and promoters of community wellbeing. It was positive news for BALC, which is growing in membership and prospering with the support of its neighbouring Hampshire Association of Local Councils. At both AGMs, my presentations focused on local government reorganisation, and I heard of several challenges, such as asset transfers, rising costs of providing services, positive engagement with principal authorities and the possible impact of reorganisation on county association structures.

Resources

- [In this week's blog](#), our partner and Star Council Awards Clerk of the Year sponsor, CloudyIT, celebrates their continued support of the awards and its commitment to helping parish and town councils thrive in a digital age. CloudyIT supports parish and town councils through innovative IT services, nationwide training programmes like the Council Mastery Series, and expertise in cybersecurity, GDPR and Assertion 10 compliance. Their tailored solutions equip councils with the tools and confidence to deliver secure, efficient, and future-ready services for their communities.

Support

- We held our second joint event with the Local Government Association, [People in Action](#), which brought together local government leaders to encourage more people from diverse backgrounds to stand as councillors and make a positive difference in their communities. The event set out the aims of the [Make a Change](#) and Be a Councillor campaigns before introducing the panel of speakers from Cornwall Association of Local Councils, Oswestry Town Council and Hampshire County Council. Each shared their personal journeys and practical advice for prospective candidates. The event also explored barriers to candidacy, such as time commitments and public exposure, and discussed practical steps to improve diversity, including flexible meeting times and better use of digital engagement. You can [read more about the event](#) and [find out about our upcoming events](#) on our website.
- Ahead of White Ribbon Day on 25 November 2025, we have written to the government, calling for greater collaboration, recognition, and resources to enable parish and town councils to lead local prevention efforts. We are also encouraging parish and town councils to invite their MPs to attend the White Ribbon Day parliamentary reception on 3 December 2025, from 5.15 pm to 7.00 pm in Westminster, as part of the 16 Days of Activism. On our website, we have a [template email](#) available to help councils contact MPs, as

well as [other resources](#) to help create safer, more equal communities. As the first White Ribbon Accredited organisation in local government, we are committed to ending men's violence against women and girls.

- We have teamed up with the British Toilet Association to [launch a national survey to find out parish and town councils' experiences with public conveniences](#) they currently manage or may manage in the future. They joined our Policy Committee meeting on 16 October 2025, where they proposed a joint survey to understand better the current situation for parish and town councils, particularly around liability transfers, limited financial resources, and the broader context of local government reorganisation across England. Please take some time to [complete the survey](#) by 14 January 2026 and note that each council should submit only one response.

Email dated 14.11.2025 AirS Village Halls
Community Building News November 2025



Village Halls & Community Buildings Bulletin



Welcome to the latest edition of our community buildings bulletin! Below you'll find valuable updates, funding opportunities, and practical guidance for village halls and community buildings across Sussex. Whether you're managing a village hall, serving on a committee, or involved in community facility development, our aim is that this

newsletter will keep you informed of the latest resources and opportunities available to help your building thrive. If there are any **topics you would like us to cover in future editions**, please drop us a line at villagehalls@ruralsussex.org.uk.

AirS Sussex Community Buildings Service

AirS offers a [specialist advice and information service for community buildings in Sussex](#). We have a huge range of resources and expertise, built up over almost 100 years of advising community buildings. Whatever your question – whether on trustee roles and responsibilities, understanding your governing document, health and safety, good hiring practices, licensing requirements, fundraising, improving the energy efficiency of your building, or understanding the needs of your community, we can help. If you are [interested in subscribing to our service](#), complete [this form](#) or contact villagehalls@ruralsussex.org.uk to find out more.

AirS is proud to be the Sussex member of the national body Action in Rural England

[ACRE advocates for community buildings](#) at national level organises Village Halls Week, advises and lobbies on changes affecting community buildings, eg Martyn's Law, and provides back up and training for each county community buildings service.

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Action in rural Sussex is grateful for funding from



Department
for Environment,
Food & Rural Affairs



News from AirS

Trustee Week The start of November was [Trustees' Week](#), an opportunity to shine a spotlight on the hundreds of trustees who give their time, energy and expertise to keep our communities connected. Read our blog celebrating all the wonderful trustees of community buildings in Sussex [here](#).

AirS website subscriber area updates We're currently updating the [resources area of our website](#) so that you can more easily find the information sheet or template document you need. If there's anything you'd like to see added, [please get in touch](#).

NEW one question surveys To learn more about and from community buildings across Sussex, we're going to be asking a single question on a weekly basis – the idea is to make it regular, quick and easy and we'll share the results. Our first question is: [how many people do you estimate use your community building on a monthly basis?](#) You can let us know if there are any questions you'd like us to ask [here](#).

ESALC training for parish councils We are running a training session for members of [East](#) and [West](#) Sussex Associations of Local Councils to explain the roles that Parish Councils may play in relation to village halls. The aim of the training is to promote mutual understanding and

supportive relationships between Parish Councils and village hall committees.

Temporary Event Notices consultation We recently responded to a government consultation about licensing and Temporary Events Notices, encouraging the government to consider the particular needs of rural village halls and their volunteers. These buildings operate very differently from commercial venues, and it's crucial that licensing regulations reflect this reality. Thank you to all trustees who sent us their thoughts to input into the consultation.

New members for Sussex Community Buildings Advisory Group (SCBAG)

On a quarterly basis, we host a group of volunteers involved in running community buildings across East and West Sussex. It works to identify key issues affecting their operation, bringing together knowledge and practical expertise to support halls in Sussex, but also to improve the funding and legislative environment for volunteer-run community buildings. **We would like to expand the membership** so that we have representation from both large and small rural halls in each district, and those districts/areas which are not currently represented. If you would like to find out more, [please email us](#).

Training and networking programme AirS provides an ongoing programme of training and networking sessions, specifically tailored to the needs of community buildings in Sussex. Networking sessions are open to subscribers to our service and are free, whilst training sessions are open to all. Subscribers receive a discount on the cost of training.

Upcoming and previous sessions

Subscribers can book onto our FREE networking sessions via our website. [Visit the subscriber area and under 'Training and Networking'](#) select the event you would like to book for.

Basecamp Basics - Thursday 27 November 6:30-7:30pm, learn about how to get the most out of our online platform for connecting community spaces across Sussex.

Hiring Best Practice - 11 December 6:30-7:30pm - we will look at all aspects of hall hiring and share experiences with other community spaces.

Websites for Village Halls - 21 January 6:30-7:30pm - an opportunity to ask any questions about what's involved in having and running a website,

explore the basics and get advice from other community buildings who are facing the same challenges.

Safeguarding for Trustees of Community Buildings - Tuesday 10

February 10am-noon This session will look at the legislation, and what trustees need to know and do. It will also look at how best to apply it in a community building setting where you may be hiring space but have little direct interaction with the vulnerable people attending the activities. (Tickets on sale soon - all welcome.)

If you are a subscriber and missed our sessions on **Reducing Your Energy Bills** or **Managing Your Hall's Reserves**, you can find the recording and resources [here](#).

Sussex community buildings online forum – hot topics this month

Our online forum for subscribers, Basecamp, has been as busy and varied as usual this month. See below for a selection of the main themes and links in case you missed them.

[PPL / PRS Licences](#) If your hall plays music, you'll likely need licences from PPL and PRS. **PRS** covers the building when music is performed publicly (live or recorded), protecting songwriters and composers. Most halls need this. **PPL** covers playing recorded music and protects record companies and performers. Hirers or the hall can take responsibility for this licence. PPL and PRS are administered by TheMusicLicence. There is a special community buildings tariff which saves admin as you don't have to calculate charges due for every different event happening at the hall. The tariff is based on what is called 'defined income'. This does not include all hall income, so please check carefully what can be excluded, eg income from weddings and private parties does not count as defined income - see the [resources from a recent networking event](#) on the topic and [ACRE Info Sheet 9: Entertainment in Village Halls](#). For general info see [PPL Tariff for community buildings](#) and [PRS exclusions](#). **Top Tip: always complete an annual return for your music licence. Otherwise TheMusicLicence will base charges on your income as reported to the Charity Commission.**

[CCTV](#) This can be useful for community buildings but there are quite a few considerations, including technical, ethical and legal concerns such as registering with the ICO and other data protection factors. The ICO has a useful checklist to help you work through the requirements [Checklist for limited CCTV systems | ICO](#). Note that the ICO are currently reviewing the

guidance following the introduction of the Data (Use and Access) Act 2025.

[Fire extinguisher servicing](#) Halls in Sussex have been seeing prices rise as small companies have been getting taken over by larger organisations. The good news is that there are still reputable, local operators out there, but as ever, it pays to shop around.

Email us at villagehalls@ruralsussex.org.uk **if you are a subscriber and would like us to add someone from your venue to the online forum**, or just need a few pointers about how best to make use of the forum.

News from ACRE

DEFRA - Platinum Jubilee Village Hall Fund, small grants – just opened! Applications will be accepted from 10 November 2025 until all funds are allocated.

The [Village Halls Small Grants Fund](#) is provided by the Department for Environment, Food & Rural Affairs (Defra) and administered by the charity Action with Communities in Rural England (ACRE).

This is the latest release of the £3 million Platinum Jubilee Village Halls Fund announced by government in May 2022 in celebration of the Queen's Jubilee, and it is designed to help the volunteers running village halls make easy steps towards capital improvements. Grants of between £2,000 and £5,000 are available to cover 20% of the eligible capital project costs including the VAT. 80% match funding is required. All project work must be completed before the end of March 2026.

Village Halls Week 16th to 22nd March 2026 A reminder that Village Halls Week is coming up in March 2026. This year's theme is Health & Well-being and each weekday will focus on one of the NHS 5 steps to mental wellbeing: connect, be active, take notice, keep learning, give: [5 steps to mental wellbeing - NHS](#)

Other useful resources

[Charity Excellence](#) is a FREE one-stop-shop for charity funding, help and resources. They offer a Funding Finder - with categories for Core Funding and Small Charities & Community Groups and 100s of links to

other free charity funding directories; Help Finder – including finding companies that make donations and raffle prizes; and Data Finder – find charity information & data, and donation and giving statistics. A word of caution: there is a LOT of information on there and not all template policies will be suitable for village hall charities. Please consult the ACRE information sheets and template documents which have been developed specifically for community buildings.

The Village Hall Podcast is always a useful listen. The [latest episode](#) is a feel-good story about how a small village hall took on a giant energy company—and won!

Funding opportunities

Remember that we offer **funding searches** to subscribers of our community buildings service, and are always happy to talk through options and approaches. Contact us at villagehalls@ruralsussex.org.uk

We are always keen to learn about your **funding successes** and if you've found funding through our help, let us know! It helps us demonstrate our impact to our partners and funders.

Before applying, please carefully **check the eligibility criteria** and if you [subscribe to the Village Hall Service](#), get in touch if you'd like any advice about how to maximise your chances of success.

Closing soon

[Common Ground Award](#) Applications are open from 13 October until 21 November 2025 The Government has launched a new grant to support voluntary, community and social enterprise organisations building community cohesion across England with £1.7 million available for 2025/2026. The scheme offers capital funding of up to £10,000 (or more in exceptional cases) for constructing or renovating facilities or purchasing equipment to deliver activities that bring different groups together. Whilst this may be particularly aimed at urban community centres, it's worth exploring if your organisation builds connections across different community groups. Find the full prospectus at [Common Ground Award: prospectus](#) or email queries to CGA@Communities.gov.uk.

Big Give Anchor Fund Deadline: for campaigns on the platform that launch or close by Monday 1 December. To help charities run their own match funding campaigns, this is an opportunity for registered charities with an annual income over £25,000 to receive additional funding from Big Give. Big Give will contribute £1,000 of match funds for every £4,000 in 'pledges' that charities raise from their own major donors, up to a maximum of £10,000 per charity.~

The Homity Trust Deadline: 12th December 2025. Grants of up to £1,000 available to registered charities, constituted community groups and other not-for-profit organisations that have a formal constitution and are based and working in Sussex. The current focus is particularly those groups helping end users most affected by the increasing cost of living crisis and could be good if your hall provides a warm hub or similar initiatives related to rising costs of living.

National Lottery Awards for All England – Environment Deadline: Wednesday 17 December. Grants from £300 to £20,000 for up to two years available for community-led projects that improve the environment and help people connect with and enjoy nature where they live. You can use the funding to start or continue activities, adapt to new challenges, or run one-off events with clear environmental benefits. The funding supports projects that help people connect with and care for local nature and make a positive difference to the environment. Note: you cannot apply if you have an active grant or have already applied to Awards for All.

Garfield Weston Foundation Grants are available to charitable organisations in the UK for a wide range of projects in the areas of welfare, youth, community, arts, faith, environment, education, health, and museums and heritage. Current Status: **Open for Applications**
Maximum value: Discretionary

Biffa Award - Community Buildings The Biffa Award Community Buildings theme provides grants to improve community buildings such as village halls, community centres and church halls within five miles of a significant Biffa Operation or within 10 miles of an active Biffa Landfill site with the aim of encouraging and enhancing community involvement. Current Status: **Open for Applications** - Maximum value: £75,000

SUEZ Communities Trust Landfill Communities Fund - Primary Fund (England) The LCF Primary Fund Programme supports capital improvement works to public amenity projects for community use. Grants are available to non-profit making organisations in qualifying areas of England for improvements to local community facilities, historic

buildings and structures, sport and recreation facilities. **Open for Applications** - Maximum value: £50,000.

VEOLIA - Grants for constituted, not-for-profit organisations and local authorities for projects that make improvements to community facilities and the natural environment that are located near a qualifying Veolia site in England. Max Value: £75,000. **Next window: 27 November 2025 until 08 January 2026**

Wealden Community Led Infrastructure Fund (CLIF) – managed by Wealden District Council A new £2 million fund has been launched by Wealden District Council, to support community buildings, green spaces, cultural infrastructure and other leisure/ sports projects across the district. The money could be spent on adaptations to community buildings, energy efficiency measures, access improvements to outdoor spaces and installing new facilities and equipment.

Other useful funding links

[East Sussex 4 Community](#)

[West Sussex funding for communities and organisations](#)

[Brighton and Hove grants to community and voluntary organisations](#)

[National Lottery Community Fund](#)

Subscriber resources

Access information sheets, model documents and other useful resources in our [Subscriber Area](#) . If you need help logging in, please email us at villagehalls@ruralsussex.org.uk.

Join the debate, receive and provide advice to fellow halls on our lively [Sussex Community Buildings platform](#) (hosted on Basecamp). If you need a reminder of how to access or would like to add more members of your committee, email us at villagehalls@ruralsussex.org.uk

Regular reminders

Please **help us stay in touch with the right people at your hall** by sending us your latest contact details. We'd like to have current name and email details for your:

- Chair
- Secretary
- Treasurer
- Hall manager

This helps us target relevant information to the appropriate person and ensures important updates don't get missed. If you've had any changes to trustees or key contacts recently, please drop us a line with the updated details. Thanks for helping us keep our records current!

Shout out for hall news - we would like to share good news, funding successes, information about recent upgrades halls have made and upcoming milestones with our community of halls across Sussex. If you have something you would like us to feature in upcoming issues, [drop us an email](#).

Testimonials If you have found our service helpful, we would really appreciate it if you could spare a few minutes to [submit a testimonial](#). These help us to demonstrate the value of the service to other community buildings who are considering whether to subscribe. We also use them as part of our evidence to funders to demonstrate the need for our service and why they should help us to support community buildings in Sussex.

Send us your photos! We're looking for vibrant photos of bustling village halls to brighten up our social media and office walls! If you have images of community events inside your hall or lovely shots of the building's exterior that you'd be happy to share, [please email them to us](#) and let us know we have your permission to use them. Please ensure no under-18s appear in any photos you send, everybody with their face visible in the image(s) has given consent for it to be used, and that your organisation has full copyright for this image(s).

Community buildings map – is your hall on there? Check out [our map of community buildings across Sussex](#). We are still adding to this, so please drop us a line if your hall is not on there, or you know of other venues that are missing. Our aim is to turn this into a comprehensive directory, so watch this space.

That's all for this month! Keep an eye on Basecamp for more information about upcoming networking and training sessions and [follow us on Facebook](#) to see which halls we've been visiting.

Contact Us

Please note that you are receiving this bulletin as a former subscriber to our Village Halls & Community Buildings Service or because you are on our list of community buildings. Your contact details will only be used to send you information which is relevant to the management community buildings. We do not share your details with anyone else. Further information about our Community Buildings Service can be found [HERE](#)

Details about how we keep your data safe can be found [HERE](#)

You can unsubscribe at any time by clicking the link at the bottom of this email.

Email dated 14.11.2025 from Sussex Police
A bold step forward in smart, targeted policing



**Sussex
Police & Crime
Commissioner**

KATY BOURNE OBE



The introduction of Live Facial Recognition (LFR) vans in Sussex this week marks a bold step forward in smart, targeted policing.

As Sussex Police and Crime Commissioner, my priority is to ensure our communities feel safe, protected and confident in the policing they receive.

That means using all the tools at our disposal to keep Sussex safe, while upholding the public's privacy rights. This isn't about surveillance - it's about safeguarding. LFR technology has already helped catch hundreds of dangerous individuals in other parts of the country and now it's Sussex's turn.

Sussex Police will only be deploying the van to specific locations based on crime data, hotspots or as part of a wider police operation. People of interest who are flagged by the software as being on the watchlist will have their identity verified by an officer before a decision is made about whether there are grounds for appropriate engagement or arrest. If you're not on the watchlist your image is deleted instantly.

You can read more about the deployment of the LFR van in Sussex in my Friday Force Focus below. Further information is also available on the dedicated LFR page on the [Sussex Police website](#).

Cracking down on business crimes

This week is Safer Business Action Week - a national initiative led by the National Business Crime Centre - where Police and Crime Commissioners, Police Forces, Business Crime Reduction Partnerships, Business Improvement Districts and other agencies come together to crack down on retail crime, anti-social behaviour and other crimes impacting local businesses in our communities.

Across the county, targeted patrols, engagement and enforcement activities are placing a spotlight on retail crime, ensuring businesses, residents and livelihoods are protected.

We must never be complacent in tackling this corrosive crime. Consistent, year-round action and enforcement is essential to bring offenders to justice and make our high streets safer for everyone.



Katy Bourne OBE
Sussex Police & Crime Commissioner

FRIDAY FORCE FOCUS

Live Facial Recognition Technology comes to Sussex

Following a successful bid by Surrey Police and Sussex Police to obtain two Live Facial Recognition (LFR) vans from the Home Office and after extensive planning, the vans are now live and were successfully deployed for the first time in Redhill and Crawley this week.

Live facial recognition technology is a real-time deployment comparing a live camera feed (or multiple feeds) of faces against a pre-determined watchlist. This will include wanted people like sex offenders and perpetrators of domestic abuse.

LFR technology has been extensively tested by the National Physical Laboratory and has already been successfully used by several police forces across the country over the past few years.

The roll out of the vans in Sussex has involved meticulous planning to ensure the police's use of the technology is appropriate, proportionate and transparent.

It is Sussex Police's responsibility to use every tactic and innovation available to keep the public safe, deter criminality, protect people from harm and locate the most serious of offenders - and the vans will help the force do exactly that.

Email dated 14.11.2025 from HDC

What's on this Christmas in Horsham District

Christmas in Horsham



Horsham
District
Council



Christmas is just around the corner, and we've got a great line-up of seasonal activities to help you make the most of it.



Christmas Launch Party

Friday 21 December, 4-9pm, Horsham Town Centre

The lights will be on and visitors can enjoy music, festive markets, late night shopping and our special one night only Christmas trail with prizes and much more!

[Full schedule](#)

[Live Music](#)



Friday Lates: Feliz Navidad

Friday 19 December, 6-8pm, Horsham's Carfax

The brilliant Mariachi band Beato Burrito will be performing Christmas classics and much more to get us in the festive party mood.



Sussex Sounds

Local musicians will be performing in Horsham Town Centre every weekend.



Christmas Music

Christmas choirs will perform on the Carfax Bandstand every Saturday.

[Full schedule](#)

Horsham Museum & Art Gallery



Museum Late

Friday 19 December, 6-8pm

Join us at the museum for our final, festive late of the year. Music will be provided by Horsham's talented local theatre company HAODS. There will be a bar at the back serving drinks and warming beverages.





A poster for Christmas Craft Activities. The top half features a photograph of two children, a boy and a girl, both wearing Santa hats and sitting at a table, focused on their craft projects. The background is decorated with festive Christmas ornaments and stars. Below the photo, the text 'Christmas Craft Activities' is written in a white, sans-serif font on a red background. To the right of the title, a circular badge with a scalloped edge contains the text 'CRAFTS £1'. The right side of the poster is black and contains the Horsham Museum & Art Gallery logo at the top. Below the logo, the dates 'Sat 20, Tue 23 and Wed 24 December' are listed, followed by the time '10.30am - 3pm'. At the bottom right is the Horsham District Council logo.

Christmas Craft Activities

CRAFTS £1

HORSHAM MUSEUM & ART GALLERY

Sat 20, Tue 23
and Wed 24
December

10.30am – 3pm

Horsham District Council

Christmas Crafts

Saturday 20 December - Wednesday 24 December

Come to Horsham Museum this winter and get stuck into some Christmas crafts. Create fun Christmas crafts based on real vintage Christmas decorations from the Museum collection.

[Book crafts](#)



A poster for the 'Calendar Chaos: Children's Trail'. The top half features a collection of colorful illustrations: a brown eagle perched on a branch, a green dinosaur, a blue and white globe, a planet with rings, and several calendar icons. A large purple circle with the text 'FREE ADMISSION' is positioned in the upper right. Below the illustrations, the title 'Calendar Chaos: Children's Trail' is written in a white, sans-serif font on a dark purple background. The right side of the poster is dark purple and contains the Horsham Museum & Art Gallery logo at the top. Below the logo, the dates 'Tuesday 11 November to Wednesday 24 December' are listed, followed by the time '10am - 4pm'. At the bottom right is the Horsham District Council logo.

FREE ADMISSION

Calendar Chaos: Children's Trail

HORSHAM MUSEUM & ART GALLERY

Tuesday
11 November
to Wednesday
24 December

10am - 4pm

Horsham District Council

Calendar Chaos: Children's Trail

Tuesday 11 November - Wednesday 24 December

The dates for different historical events have all been mixed up with each other! Search the museum for calendar pages to match each event with the correct date.

This trail is free to take part in, no booking required just turn up!

The Capitol Horsham



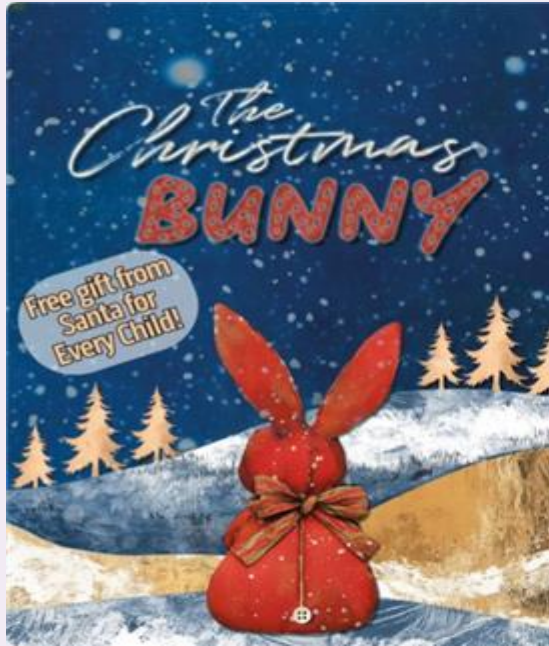
Robin Hood

Saturday 22 November - Sunday 4 January

Get ready for a festive adventure as Robin Hood comes to Horsham! Join the dashing outlaw, brave Maid Marian and their merry band as they outwit the wicked Sheriff in this action-packed pantomime.

[Buy tickets](#)





On Screen

- **A Paw Patrol Christmas:** Friday 7 - Sunday 16 November.
- **The Royal Ballet, The Nutcracker:** Wednesday 10 & Sunday 14 December.

On Stage

- **The Christmas Bunny:** Tuesday 9 - Wednesday 31 December.
- **A Christmas Carol:** Friday 12 - Wednesday 31 December.

[Book tickets](#)

[Buy Local Gift Happy](#)



Christmas Magic Display Competition

Public voting will open from Friday 5 - Sunday 14 December

Explore the festive windows and displays which help to make our towns and villages so magical. You'll be able to vote for your favourite and have the chance to win a fantastic prize as part of our Christmas Magic Displays Competition.

[Find out more and vote](#)





Christmas markets and events across our district

Buy Local Gift Happy with markets in Billingshurst, Henfield, Horsham, Pulborough, Southwater, Steyning and Storrington.

[View full event and market schedule](#)



Discover local flavours with our Sussex Six leaflet!

People in Sussex are being urged to have a very Sussex Christmas this year, by supporting their local food and drink producers and the fantastic shops, restaurants, pubs and cafes which have made the Sussex Six pledge to sell and serve more Sussex produce.

[Download leaflet](#)



[Wheels 4 ALL Christmas Special](#)

Tuesday 30 December, 11am-1pm, The Bridge Leisure Centre

Our Horsham Wheels 4 ALL Inclusive Cycling Christmas Special is back! The session is designed for people with additional needs. We've got 25 awesome adapted bikes and trikes, plus friendly, experienced leaders to help you get pedalling with confidence. All ages and abilities are welcome and parents, carers and siblings ride for free!

[Book now](#)

Sign up for parks and countryside news and events



Click here for more news from Horsham District Council



Stay connected





Email dated 14.11.2025 from WSCC

BRAKE - Road Safety Week - 'SAFE VEHICLES SAVE LIVES'

'BRAKE - Road Safety Week' (16th-22nd November)

"Safe vehicles (by this, we mean all motorised vehicles) are designed to prevent road crashes and protect people inside and outside the vehicle if a crash does happen".

BRAKE (The Road Safety Charity) is launching Road Safety Week from 16th-22nd November. The theme this year is 'Safe Vehicles Save Lives' and will focus on the role of vehicle safety technology, such as automated driver assistance systems and seat belts, in reducing road deaths and injuries. The campaign highlights the importance of mandatory safety technology for all new vehicles and how to ensure vehicles are roadworthy. Here is more of an insight into the key aspects of the "Safe Vehicles Save Lives" theme: -

- **Vehicle Safety Technology:**

The campaign will raise awareness of how modern safety features (such as 'Automated Driver Assistance' systems) save lives by helping drivers maintain speed, brake in emergencies, and protect occupants.

- **Roadworthiness:**

There is an emphasis on raising awareness about the importance of ensuring vehicles are maintained to the highest standards, and always in a roadworthy condition before every journey. 'FLOWER' is a simple, yet effective reminder when checking your car: -

F = FUEL – do you have enough for your journey?

L = LIGHTS – check headlights, brake lights, indicators are in working order

O = OIL – check oil levels when engine is cold

W = WATER – check lubricants, coolants, washer fluid

E = ELECTRICS – ensure battery is present and secure

R = RUBBER – check tyre pressure, uneven wear, side wall damage, tread

- **Preventing Crashes & Reducing Harm by:**

- Educating the public on how vehicles themselves can be designed to prevent crashes and minimize injuries when collisions do occur.

- Automated driver assistance systems keep vehicles in the right lane and below speed limits, detect hazards and brake in an emergency.
 - Protect people inside and outside the vehicle - Seatbelts, airbags and 'forgiving' vehicle parts protect people inside and outside the vehicle in a crash. Vehicles must pass stringent crash tests.
 - Manage driver safety - Vehicle technology detects unsafe driving behaviour (e.g. due to tiredness) and informs authorities.
- **Support for Victims:**
The campaign will also share the stories of road crash victims, demonstrating the devastating impact of collisions and how safe vehicles can help prevent them.

In 2024, there were 19 fatalities and 504 serious injuries in West Sussex, resulting from a Road Traffic Crash (RTC). By sharing this campaign with our residents, it helps to support our Road Safety Strategy and aspiration to make a difference. For further information: -

<https://www.brake.org.uk/road-safety-week>

County Road Safety Team,
West Sussex County Council