



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 9th February 2026 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

Present: Councillors S Alker, D Buckley (Chairman), R Gardiner-Hill, P Kornysky, S Kornysky, G Luchian, I Maclachlan, D Palmer, A Ryan, S Torn.

Also, present Anna Clayton – Clerk

Public: Two attendees

FC207-25/26	Apologies for Absence Apologies were received from R Landeryou (Horsham District (HD) Councillor), Cllr Roger Noel (Horsham District (HD) Councillor), West Sussex County Councillor Christian Mitchell and noted.
FC208-25/26	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.
FC209-25/26	Minutes of Council Meeting of 12th January 2026 It was unanimously resolved for the Minutes an accurate record of the Council Meeting held 12th January 2026 and for the Chairman to sign these.
FC-210/26	District and County Councillors Reports (for noting only) It was unanimously resolved to note: West Sussex County Councillor Christian Mitchell's report The Chairman formally thanked West Sussex County Councillor Christian Mitchell for his report.
FC211-25/26	Public Speaking Session A resident spoke in relation to agenda item FC218-25/26 Churchmans Meadow Fencing and drainage.
	It was unanimously agreed to move agenda item FC218-25/26 Churchmans Meadow Fencing and drainage.
FC218-25/26	Churchmans Meadow Fencing and drainage It was unanimously resolved to agree for Cllrs to revisit the fencing, Cllr P Kornysky, Cllr G Luchian and Cllr D Palmer to attend on 10th February and report back. Clerk to ascertain boundary, for hedgerow cutting and ownership before committing to approval of hedge cutting works. RPC to consider comments on drainage with water runoff from the playground/path but reference was made to the recent weather conditions and heavy rainfall, which would contribute to additional water runoff from the meadow and natural gradient.

FC212-25/26	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 9th February 2026

Application No: DC/25/1923 26.01.2026 Supplementary documents.	Response/Comments: RPC objection The application is to replace a building set next to a dwelling which was given deemed consent under a class Q C3 change of use application from agricultural use to dwelling in 2016. This deemed consent does not permit extensions or outbuilding to be added to a class Q conversion, without a full planning application being submitted. The building presently in situ, does not appear to have been granted any planning permission and is stated to have been there since 2019. There is no record of any application to erect an outbuilding, therefore this application to replace a building erected without planning permission is not valid and should be refused. Even if a planning application was deemed valid, this application would be in breach of HDPF policy 28, as the replacement building is three times the footprint of the existing building and also its position near to the road, scale and the materials being suggested would not be in keeping with the neighbouring dwelling. The applicant states that the site is not viewable from the public footpath but this is not the case, as the whole site can be viewed from the Downslink Path. Therefore, a large new building could be viewed as a blot on the landscape. The submitted block plan is misleading as it shows the new structure having a similar footprint to that of the existing, whereas in reality it is much larger.
Applicant: The Old Stables, Guildford Road, Rudgwick	
Reason for Application: Erection of an implement store for machinery for equestrian use.	
Official Response Date: 11.02.2026 / Determination 27.01.2026 (not updated)	

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 Planning Decisions made by Horsham District Council on previous applications;
iv)	It was unanimously resolved to note new planning applications being

	considered/determined by the Planning Inspectorate.
v)	It was unanimously resolved to note new Planning Compliance issues being considered by HDC (for noting only)..
vi)	It was unanimously resolved to note there are no planning applications being considered at Planning Committee (for noting only).
vii)	It was unanimously resolved to note the report on the schedule of outstanding Planning Compliance issues being considered by HDC.
viii)	Bucks Green Housing Development Task & Finish Group – Welbeck Land It was unanimously resolved to note . • Meeting with District Councillor Roger Noel 28.01.2026 • Sussex Police involvement • Rudgwick Parish Councils final consultation response submitted 4.2.26
ix)	Oakfield Oak Tree and Overall Development It was unanimously resolved to note update : • Oakfield Oak Complaint Escalation (Field House DC/25/1377) 30.01.2026 - HDC have confirmed the complaint has been registered under stage 2 of our Complaints Procedure and that you will receive a written response within 20 working days. • Oakfield overall site (3 properties) Biodiversity.
x)	NPPF Consultation It was unanimously resolved to note update : • WSALC Briefing - Neighbourhood Plans and the New National Planning Policy Framework (NPPF) January 2026 • NPPF Consultation (Formal consultation closes 10th March 2026)
xi)	Examination of the Horsham Local Plan It was unanimously resolved to note update . • Examination of the Horsham Local Plan
FC213-25/26	Correspondence Update (for noting only) It was unanimously resolved to note : • 4 Sight Vision support S137 Thanks
FC214-25/26	Chairman's Report It was unanimously resolved to note Chairman's announcements. • Attended Cllr Haynes funeral, moving ceremony, reflected Alex perfectly. RPC to make a donation to South East Coast Ambulance Service as per the families wishes.
FC215-25/26	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 12 th January – 8 th February 2026) • Signage to entrance lighting, looked into solar options and quoted approx. £2.5k + VAT for supply, delivery and installation. • Climate Fund Grant application submitted 27.1.26

	• Little Street Sub-lease – tenant has confirmed they will draft and send to RPC for approval. • Sports England, Active Places – Annual site audit completed. • Productive Highways Steward Meeting with Cllrs. • New Bus stop sign, Bucks Green and Hawkridge. • HALC date change • Churchmans Meadow Orchard - guards and canes ordered and awaiting delivery • WSALC Updates to Planning Training 23.2.2026 - Cllr Paul Kornysky attending. • HDC meeting with the Parish Councils in Horsham District, focusing on HDC new Annual Plan for 2026/27 10.02.2026 – Cllr David Buckley attending. • West Sussex Pension Fund 2025 Valuation - Initial Results Town & Council Pool Drat 2025 results. Rudgwick Parish Council Draft 2025 valuation results. • Rudgwick Primary Artsmark Award, pictures now on display at Rudgwick Hall. Rudgwick Parish Council website https://rudgwick-pc.gov.uk/clerks-weekly-update/
FC216-25/26	Parish Council representatives on outside Organisations It was unanimously resolved to note: • RYC Update - RYC Management Committee meeting on Monday 19th January Cllr S Kornysky reported: RYC committee informed that as part of the RPC contract with Work Nest there will be a formal Fire Risk Assessment carried out by Work Nest on all of the RPC premises including the RYC building. They would then need to keep everything under review, particularly if there were any changes made to the building. RYC were happy with that, and requested that on the day the assessment was carried out there should be some advance notice of timing, and flexibility please, so as not to clash with any RYC sessions or other activities happening there.
FC217-25/26	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 January; • Detailed Income & Expenditure by budget heading January; • Bank Reconciliations for January: Lloyds: Business, Savings, Savings £15k transfer, Deed and NS&I Interest; • Monthly Bank Reconciliation January; • Payments to be made. Proposed by Cllr R Gardiner-Hill and seconded by Cllr P Kornysky.
	FC218-25/26 was unanimously agreed to be moved.
FC219-25/26	Churchman's Meadow Community Orchard Project It was unanimously resolved to note the information provided, RPC to continue with the project, Cllr Ryan to lead the project to completion. Request for village support, Chairman to mention at the APM. RPC recognise Cllr Burse's previous dedication and work on the project, suggestion to dedicate in Bob's memory. Steining Community Orchard Rudgwick Document, summarises the communication between Bob and Roger Brown from Steining Community Orchard. https://www.steiningcommunityorchard.org/

	Response from Steyning Community Orchard.
FC220-25/26	WSCC Highways/Traffic Calming It was unanimously resolved to note the update. Church Street Traffic Calming - Update on WSCC feasibility work option A and option B. RPC's preference for option A. Cllr P Kornysky gave an update.
FC221-25/26	Rudgwick Hall Community Climate Fund Application It was unanimously resolved to agree in principle to support both initiatives to replace the curtains and install a solar battery and apply for the grant for the full amount available of £5,000. Cllr Gardiner-Hill to investigate further the EPC requirement for the grant process. RH Solar Battery and Replacement Curtains quotes Supporting documentation Cllr Rachel Gardiner-Hill gave an update.
	Cllr Alker left the meeting at 8.35pm and returned at 8.38pm
FC222-25/26	Assertion 10 It was unanimously resolved to approve Clerk's Assertion 10 Report IT Policy – based on the NALC model Information and Data Protection Policy - based on the NALC model - Accessibility Statement – based on the NALC model ICO Publication Scheme – based on the ICO model Data Protection and GDPR Information Security Training Policy – based on the NALC model Clerk to collate a training plan (investigating information/costs for online training) for the completion of: Data protection and information security training for all Councillors. GDPR online training cost of £26 +vat per person. Proposed by Cllr S Kornysky and seconded by Cllr S Alker
FC223-25/26	Premises Warden It was unanimously resolved to agree to draft a job specification for the role. Clerk to check previous spec for the Warden roles for guidance. Agreement for the role to be for 5 hours per week on the National Living Wage.
FC224-25/26	Staffing It was resolved to approve overtime payments for the Clerk and Assistant Clerk for additional hours to cover annual leave/workload – Jan. Clerk – 8 hrs Assistant Clerk – 8.5 hrs Proposed by Cllr G Luchian seconded by Cllr S Kornysky.
FC225-25/26	Date of next Meeting: 9th March 2026, at 7.00 pm It was resolved to note the date of the next meeting as 9th March 2026, at 7.00 pm.

There being no other business, the Chairman closed the meeting at 8.58 pm.

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Councillor D Buckley
Chairman

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Date