



RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 8th June 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 (Vice Chairman), D Palmer, A Ryan, S Torn.

Also, present Anna Clayton - Clerk

Public: Five attendees

Leader of Horsham District Council, Cllr Martin Boffey

The meeting started at 7.01pm.

FC044-26/27	Apologies for Absence Apologies were received from Cllr R Landeryou Horsham District Councillor, Cllr Roger Noel Horsham District Councillor and West Sussex County Councillor Colin Minto and noted.
FC045-26/27	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.
FC046-26/27	Minutes of Council Meeting of 11th May 2026 It was unanimously resolved for the minutes to be an accurate record of the Council Meeting held on 11th May 2026 and for the Chairman to sign these. Matters Arising update: Tennis Club secured £5,000 from the climate fund. Orchard Wellness utilising the Pennthorpe Room at KGV and happy with new shelving/storage provided.
FC047-26/27	Leader of Horsham District Council, Cllr Martin Boffey District and County Councillors Reports (for noting only) West Sussex County Councillor Colin Minto, in his absence has requested that he is copied into any of the emails sent to WSCC Highways. Cllr Martin Boffey gave an HDC update: Annual Council Meeting – 29th April 2026 announced the election of the new chairman, Councillor Joanne Knowles and Vice Chair, Councillor Nigel Emery. Rules for private renting and the changes. Capitol Theatre update, 17th November handover on schedule to hit deadline. Food Waste, roll out now complete. 1,000 tons of food waste now collected. Friday Carfax events Museum Events

	Questions were submitted ahead of the meeting to Cllr Martin Boffey. He advised that his roll was more strategic than operational but answered all questions submitted and asked at the meeting by Cllrs and members of the public. • With reference to the planning portal, HDC are aware of the issues and are trying their best to improve it, a new IT contract, cloud based is being investigated. Added a direct search box. • Changes to the Planning Committee, it is a national scheme of delegation, suggest work with district council/cabinet member. • RPC concerns over a representative from the District Council at parish meetings, felt there has been little contact, representation to or feedback from HDC and the situation is getting concerning, recommendation was to consider cabinet member. <i>The most important and major concern is the non-representation of Rudgwick on any HDC meetings or matters. Lack of Rudgwick voice within HDC is the primary issue. Cllr Boffey's recommendation was to consider a cabinet member if we have no HDC representative from Rudgwick, so for planning or anything else, suggested that RPC go direct to the cabinet member responsible for the area where we have an issue, query, or want to raise something etc, particularly if our District Councillor representative is not available. (amended as per FCM 13th July 2026)</i> • Non determination of planning applications in a timely manner, leading to the default position of the application going direct to the Planning Inspector as an appeal, percentage of applications across district 0.3%. • HDC reviewing out of hours service for sites being taken over and developing without permission over weekends/bank holidays, being reviewed and looking at options however involves many departments and needs to be financially viable. If information is known in advance/intelligence this aids the process, should it fall over a weekend. • Oakfield, delay in response was advised due to workload within planning and 4000 planning application received since 2023. • Community Asset Transfers, process is there for expressions of interest. The Chairman thanked Cllr Boffey for his responses to the questions submitted.		
FC048-26/27	Public Speaking Session Naldretts Lane residents raised concerns over non determination of planning applications in a timely manner, leading to the default position of the application going direct to the Planning Inspector as an appeal, (DC/26/0271, Sussex Topiary, validated in Feb. 2026, went to PI May 2026). Cox Green resident submitted the following to be read out in their absence at the meeting relating to Oakfield.		
FC049-26/27	Planning To report on:		
i)	Current Planning Applications It was unanimously resolved to note that there were no planning applications for consideration at the meeting.		
Applications for consideration at Rudgwick Parish Council Meeting 8th June 2026			
Application No	Applicant	Reason for Application	Recommendation

		No new applications	
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ii)	It was unanimously resolved to note Planning Applications made under delegated powers
iii)	It was unanimously resolved to note the Schedule of Planning Decisions made by Horsham District Council on previous applications.
iv)	It was unanimously resolved to note the schedule of new applications being considered/determined by the Planning Inspectorate.
v)	It was unanimously resolved to note the new applications being considered/determined by the new Planning Compliance .
vi)	It was unanimously resolved to note there are no planning applications being considered at Planning Committee.
vii)	It was unanimously resolved to note the Planning Applications being considered at outstanding Planning Compliance
viii)	It was unanimously resolved to note the schedule of outstanding Planning Compliance issues being considered by HDC (for noting only).
ix)	Bucks Green Housing Development Task & Finish Group (Welbeck) It was unanimously resolved to note the update from the Bucks Green Housing Development Task & Finish Group. Two meetings have taken place, one with Edward Preece, Sussex Police Road Safety Team and one with Cllr Colin Minto, discussing traffic calming and Church Street.
x)	Oakfield Oak Tree and Overall Development It was unanimously resolved to note the update on the Oakfield Oak Tree and Overall Development of the site. • Correspondence with HDC • DISC/25/0396 Oakfield RPC RPC to write to Emma Parkes and copy in appropriate Cabinet member.
xi)	Examination of the Horsham Local Plan - Council announce re-opening of Local Plan examination It was unanimously resolved to note the update on the Horsham District Local Plan. • Local Plan Examination Update and next steps. Cllr P Kornicky and Cllr S Kornicky attended a team meeting and gave an update.
FC050-26/27	Correspondence Update It was unanimously resolved to note there were no correspondence updates.
FC05126/27	Chairman's Report It was unanimously resolved to note the Chairman had no further announcements.

FC052-26/27	Clerk's announcements/decisions (for noting only) It was unanimously resolved to note Clerk's Weekly Updates (from 12th May – 8th June 2026) • Furze Road Bench Update • Rudgwick Conservation Area Review submitted • Parking on the field – Reported to the PCSO, no response. Open Spaces Warden to monitor. • Broken bridge in CM playground reported • Worknest – The Employment Law/HR service can be added within 9 months of contract start date 1.1.26 – to be included on the July agenda. • New Horsham District Council consultation: Residents asked to have their say to help improve air quality Please share your views in our consultation survey on the Council website. The survey will run from Tuesday 26 May until Tuesday 23 June. • Little Street Roof is leaking, roofer instructed to attend.
FC053-26/27	Parish Council representatives on outside Organisations It was unanimously resolved to note there were no reports received. • RYC Update – Next meeting 22nd June 2026
FC054-26/27	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 April; • Detailed Income & Expenditure by budget heading April; • Bank Reconciliations for May: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation April; • Payments made/received May; • Detailed Income & Expenditure by budget heading May; • Bank Reconciliations for May: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation May; • Payments to be made. Proposed by Cllr P Kornycky and Seconded by Cllr S Kornycky
FC055-26/27	Internal Audit/Annual Internal Audit Report It was resolved to note the Annual Internal Audit Report and Annual Internal Audit Report 2025/26 (page 3). Proposed by Cllr P Kornycky seconded by Cllr S Kornycky and agreed unanimously
FC056-26/27	Appointment of Internal Auditor 2026/27 It was resolved to approve the appointment of Mulberry Local Authority Services Ltd as internal auditors for a three-year term at a fixed cost of £80 p/h plus expenses. RPC to commit to a three-year term, Mulberry Local Authority Services Ltd guarantee that the hourly rate will remain fixed for the full duration of the agreement. Proposed by Cllr P Kornycky seconded by Cllr S Torn and agreed unanimously
FC057-26/27	To appoint Mulberry Local Authority Services Ltd to assist with the preparation of

	26/27 accounts due to the change to income and expenditure It was resolved to appoint Mulberry Local Authority Services Ltd, for assistance with the completion of the Rialtas shutdown service for the 2026/27 year-end, due to the change to income and expenditure The fee for 2026/27 will be approximately £95 per hour (+ VAT) and travel at 45p per mile. The shutdown service took 2hrs for 2025/26 and the office anticipate the same timescale for 2026/27, Mulberry will only check the Clerks have followed the correct shutdown procedure. Proposed by Cllr Maclachlan seconded by Cllr S Kornycky and agreed unanimously
FC058-26/27	Annual Governance and Accountability Return 2025/26 – Section 1 Annual Governance Statement 2025/26 It was agreed to resolve the Council's responses (AGAR accountability explanation) to Statement 1-10 in section 1 (of the Annual Return (page 4) for the year ended 31st March 2026, as read out by the Chairman and Section 1 to be duly signed by the Chairman of the meeting and by the Clerk. Proposed by Cllr A Ryan seconded by Cllr S Torn and agreed unanimously
FC059-26/27	Annual Governance and Accountability Return 2025/26 – Section 2 Accounting Statement 2025/26 It was agreed to resolve (page 5) for the year ended 31st March 2026 and to be duly signed by the Chairman of the meeting, noting that this had previously been signed by the RFO prior Section 2 of the Annual Return to presentation. Proposed by Cllr S Torn seconded by Cllr S Alker and agreed unanimously
FC060-26/27	Details of the Arrangements for the Exercise of Public Rights and name of external auditor It was resolved to note the details of the Arrangements for the Exercise of Public Rights and for these to be published on the Council's website.
FC061-26/27	Rudgwick Hall Update It was unanimously resolved to approve expenditure for the curtains for RH at a total cost of £2119.00 excluding VAT. Curtain Update - revised quote for curtaining - the cost has increased very slightly, due to change of fabric for the stage. delivery and completion 4-6 weeks. Proposed by Cllr S Kornycky seconded by Cllr A Ryan
FC062-26/27	Housing Needs Survey Quote It was unanimously resolved to approve in principle the housing needs survey, Clerk to request an itemised breakdown of quotation. AirS Quotation Example Housing Needs Survey 2024 – Final Questions Example Housing Needs Survey 2024 - Summary Example Housing Needs Survey Report 2024 - Final Proposed by Cllr P Kornycky seconded by Cllr S Alker
FC063-26/27	Community Governance Review – Consultation It was unanimously resolved to note the update and approve RPC response to the review. Clerk and Cllr D Buckley to submit a response. Community Governance Review – printed version

	The deadline for responses is 22 June.
FC064-26/27	Government launches second consultation on local government reorganisation in Sussex It was unanimously resolved to note the update and approve RPC response to the consultation. Clerk and Cllr D Buckley to submit a response. • West Sussex County Council Statement of Local Government Re-organisation Consultation The deadline for responses is 15 June.
FC065-26/27	WSCC Highways/Traffic Calming It was unanimously resolved to note the update and approve RPC response to Katy Bourne with reference to the speed camera review. • Downslink Crossing Highway Improvements Scheme TRO – being implemented by WSCC, discovered there was an objection, being dealt with by WSCC. • Sussex Police & Crime Commissioner – Speed Camera review – RPC to write to Katy Bourne • Maintenance for the SIDs/ SID - Bucks Green on the A281 – To be further discussed at the next Finance Committee Meeting.
FC066-26/27	KGV Playing Field It was unanimously resolved to note the update and approve • Orchard Wellness – Water Supply Usage Orchard Wellness has requested permission to use the water supply on King George V playing fields to run an ice tub wellness workshop, similar to an event they held there approximately three years ago. There will be 3 or 4 tubs, size of tub approx. 250litres of water and are filled 3/4 full with the rest topped up with ice. <i>RPC confirm approval of the event and request advance notice of the date and £10 contribution towards the water usage.</i> • Football Dug Outs Promotional Signage <i>RPC approve the signage and request that any further signage, permission from the Council is sought prior to installation</i> Football Dug Outs Promotional Signage
FC067-26/27	Dates for Committee Meetings for 2026/27 It was unanimously resolved to note the dates for the following Committee Meetings: Human Resources & Policies Committee - Tuesday 7th July 10.30am Halls, Recreation and Open Spaces Committee - Monday 17th August 6.30pm Finance & Scrutiny Committee - TBA
FC068-26/27	Staffing It was unanimously resolved to approve overtime payments for the Clerk and Assistant Clerk additional hours. Clerk – 13.5 hrs Assistant Clerk – 30 hrs Proposed by Cllr A Ryan and seconded by Cllr S Kornycky
FC069-26/27	Resolution to exclude the public and press from the business about to be transacted. Exclusion due to the confidential nature/exempt information to be discussed.

FC070-26/27	Little Street Sub-lease: Little Street/Spin Studio It was unanimously resolved to approve the draft sub lease and proceed with Surrey Hills Solicitors at a cost of £300 + VAT plus HMLR fee approx. £45. Cost to be spilt between RPC, Little Street and Orchard Wellness. Proposed by Cllr P Kornicky and seconded by Cllr S Alker
FC071-26/27	Date of next Meeting: 13th July 2026, at 7.00 pm It was resolved to note the date for the next Council Meeting as 13th July 2026, at 7.00 pm.
	The Chairman thanked Cllr Martin Boffey for his attendance.

There being no other business, the Chairman closed the meeting at 8.46pm

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Councillor D Buckley
Chairman

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Date