

Rudgwick Parish Council

Weekly Clerk's Update: 4th – 10th July 2026 (Agenda July 2026)

To: Parish Councillors

c.c: Colin Minto (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 14 th September 2026	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	

Official Response Date:	
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Applications for consideration at Rudgwick Parish Council Meeting

Applications for consideration at Rudgwick Parish Council Meeting 13 th July 2026	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting 13 th July 2026	
Application No: DC/26/0336	Response/Comments: Permitted / RPC - RPC's position remains the same as in their response following the previous revision.
Applicant: Howick Farm, Waterside Barn, The Haven	
Reason for Application: Erection of a two-storey side extension to provide an ancillary annexe.	
Official Response Date:	
Application No: DC/26/0544	Response/Comments: Permitted / RPC - Queries are raised with regard to the applicants claim for exemption from BNG purely on the grounds that it is a retrospective application. Additionally, the application form states that there are protected and priority species, designated sites, important habitats or other biodiversity features on land adjacent or near to the proposed development.
Applicant: The Haven Dog Field, Okehurst Road, Billingshurst	
Reason for Application: Change of use of land to secure dog walking field with parking and access. (Retrospective).	
Official Response Date:	

	Therefore, more information and clarification are required before a change of use application can be considered further.
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Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 13th July 2026	
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 July 2026	
Application No:	Response/Comments:
Applicant:	
Reason for Application:	
Official Response Date:	

New Planning Compliance Issues

New Planning Compliance Issues – Rudgwick Parish Council Meeting 13 th July 2026	
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>

PUBLIC NOTICE

WEST SUSSEX COUNTY COUNCIL
TEMPORARY TRAFFIC REGULATION

Drungewick Lane, Loxwood

NOTICE IS hereby given that in pursuance of the provisions of Section 14(2) of the Road Traffic Regulation Act, 1984, as amended, the use of Drungewick Lane, Loxwood from junction with Loxwood Road and junction with B2133 is temporarily prohibited from 13th July 2026 to 13th July 2026

The restriction will be in place Off Peak Only between 09:00 and 15:30.

This closure is necessary to allow Volker Highways, on behalf of WSCC, to undertake essential works. A daytime road closure is required to trim overgrown vegetation on both structures running over the Wey and Arun Canal, enabling these assets to be fully inspected. The closure is required to ensure safe working conditions and to facilitate the controlled movement of plant and the workforce.

Access will be maintained for emergency vehicles, residents and pedestrians.

The alternative route for traffic will be signed on site.

The full extent of the closure and approved diversion route can be seen here: <https://one.network/?tm=GB151173460>

This restriction will be effective for a maximum of 5 days from the start date given above

Any queries about the effect of the closure on traffic using the highway please contact West Sussex County Council on 01243 642105

Dated 3rd July 2026
Matt Davey
Assistant Director of Highways, Transport and Planning





PUBLIC NOTICE

Temporary closure of Loxwood Road, Rudgwick CP, 3rd August 2026.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Loxwood Road, Rudgwick CP, in the Horsham District under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Loxwood Road, outside Flaggons, Loxwood Road.

The temporary closure is scheduled to commence on 3rd August 2026 for up to 5 days (it is estimated to be completed on 4th August 2026) and is required for the safety of the public and workforce while Southern Water undertakes a night-time road closure to allow for work on a frame and cover replacement.

The restriction will be in place **overnight only** from 19:30 until 05:30

An alternative route will be signed on site but please visit <https://one.network/?tm=GB150789733> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Lanes Group on behalf of Southern Water on 03303030368 who will be able to assist with scope of these works.

Dated: 15th June 2026

Matt Davey

Assistant Director of Highways, Transport and Planning

West Sussex County Council

[Report a problem with a road or pavement](#) or raise a [highways related enquiry](#)

Follow us at [@WSHighways](#)

Email: tto@westsussex.gov.uk

Correspondence

Email dated 09.07.2026 from NALC
Chief Executives Bulletin

Meetings

- Our [Smaller Councils Committee](#) met this week to discuss key priorities for smaller and micro parish and town councils, including climate action, civility and respect, Martyn's Law and remote meetings. The committee also heard how Horwich Town

Council has protected one of its last remaining green spaces through community ownership and agreed that we should continue to press the government to introduce secondary legislation to enable remote meetings and reform the standards regime. You can [read more about the meeting](#) on our website.

Resources

- [In this week's blog](#), the National Housing Federation mark Rural Housing Week, highlighting the vital role affordable homes play in supporting and sustaining rural communities and encouraging parish and town councils to champion their importance.
- We have updated the probation period clause in the [model contract of employment for parish and town councils](#) and the [template contract of employment for parish and town councils](#) to account for changes that will come into force in January 2027. The changes are explained in the *changes to this version* section in the introduction.

Support

- We have commissioned the Association of Democratic Services Officers to [review our Model Standing Orders](#). We are inviting parish and town councils to get involved. You can share your views by [attending an online engagement event](#) on 23 July or [completing the survey](#). Feedback from both will help shape the next version of this essential governance resource, ensuring it remains practical and fit for purpose for councils across England.
- A new report from the University of Birmingham, which we supported alongside the Association of Democratic Services Officers and the Society of Local Council Clerks, highlights the increasingly important role parish and town councils play in supporting communities. Drawing on the experiences of councillors, clerks and sector experts, the research calls for stronger partnerships with principal authorities, greater investment in the sector and improved support for councillor and clerk development as local government reform continues. You can [read the full report](#) on our website.
- We are encouraging parish and town councils to [complete a new national survey to help build a comprehensive picture of the sector](#) and the services it delivers. The survey, developed by the Improvement and Development Board's Data Task Force, will gather information on council services, staffing, budgets and governance, creating valuable evidence to support future improvement programmes and strengthen understanding of the sector.

From across the sector

- The Local Government Association is hosting a [virtual session on 14 July 2026, focused on staying safe in person as a councillor](#). The session will provide practical

advice on personal safety in a range of situations, including surgeries, canvassing, home visits and public meetings, as well as guidance on de-escalation techniques. A follow-up session on handling online abuse and harassment will take place on 18 November 2026.

Email dated 07.07.2026 from WSCC

Major junction upgrade set to transform safety and travel in Horsham



NEWS RELEASE

Major junction upgrade set to transform safety and travel in Horsham

Residents, businesses and commuters in Horsham are being advised of upcoming roadworks to modernise a key junction on North Parade. The project is set to bring long-term improvements for pedestrians, cyclists and drivers across Horsham.

From 20 July to 11 September 2026, works will take place at the junction of North Parade, West Parade, Hurst Road and Wimblehurst Road to refurbish the existing signal-controlled junction and deliver significant safety and sustainability upgrades.

The works combine essential maintenance with new safety improvements, a decision that avoids the need for further disruption in the future.

The project will deliver a series of upgrades, including:

- Two new controlled pedestrian crossings, replacing the existing pedestrian island on Wimblehurst Road and adding a new crossing near Hurst Road
- Introduction of a contraflow cycle route on West Parade, with dedicated traffic signals facilities at the junction
- Modernised traffic signals, using the latest technology to improve efficiency and safety
- A new 20mph speed limit on West Parade
- Additional 7.5 tonne weight restrictions on surrounding roads

- New wayfinding signage to support local cycle routes

Cllr Erika Woodhurst-Trueman, Cabinet Member for Highways and Transport at West Sussex County Council, said: “These improvements will bring lasting benefits for everyone who uses this junction. By carrying out the maintenance and upgrades together, we're reducing the need for future works. We'd like to thank people for their patience while the work takes place and look forward to delivering a safer, more accessible junction for Horsham.”

The cycle contraflow will provide a more direct route for eastbound cyclists and improve confidence for those travelling by bike. The upgraded signals and crossings will use the latest technology, including:

- Smart detection systems to improve pedestrian and cyclist safety
- Tactile features to support visually impaired users
- More energy-efficient infrastructure

The improvements are part of the county council’s wider commitment to creating a safer, more sustainable transport network.

Email dated 06.07.2026 from HDC Planning Compliance

Monthly Planning Compliance Team statistics for June 2026

During June 2026, we received 32 new Planning Compliance investigations.

The closure statistics for June are shown below:

Year	Month	Complaints Closed	Reasons Closed						
			No Breach	Breach Ceased	Plan App. Received	Not Expedient	Closed within 90 days	Closed over 90 days	% Closed within 90 days
2026	June	26	9	7	8	2	15	11	57.69
Total for 2026		26	9	7	8	2	15	11	57.69%

Two Enforcement Notices were issued during June, as follows.

EN/26/0177	Land South of Claves Farm, Broadford Bridge Road, West Chiltington, West Sussex, RH20 2LF (EN) A material change of use of agricultural land for the stationing of caravans for human habitation; and the operational development and associated works facilitating that use, including hardstanding (shown in the approximate position on the Plan hatched green), access works, services/drainage infrastructure and fencing (shown in the approximate position on the Plan in black).
EN/26/0157	Beckley Stud, Reeds Lane, Southwater (EN) Without planning permission, the unauthorised operational development for the creation of a new vehicle cross over access, as shown in the approximate location hatched blue on the attached plan.

One appeal decision has been received in relation to a residential property known as Pengarth in West Chiltington, where an enforcement notice was issued in April 2024 in connection with the erection of a

raised platform in the form of timber decking. The appeal was dismissed and the enforcement notice was upheld.

An appeal has been submitted in relation to the enforcement notice issued on 5th June 2026 at Land south of Claves Farm, therefore we still have 8 outstanding decisions on appeals relating to enforcement notices previously issued.

I hope this is helpful- if you have any questions on individual cases, or any other planning compliance matters, please contact me.

Kind regards, Madeleine

Madeleine Hartley

Planning Compliance Team Leader

Telephone: 01403 215168

Email: Madeleine.Hartley@horsham.gov.uk



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

Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

Email dated 06.07.2028 from HDC

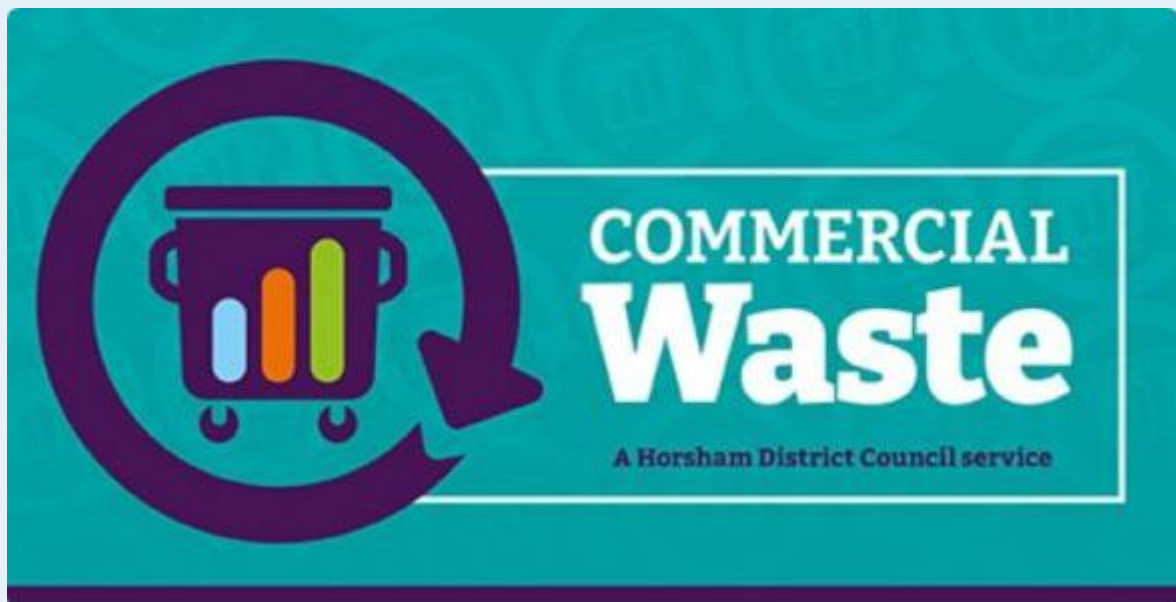
Recycling and Waste Alert: – Changes to Food Waste Disposal Requirements

**Recycling and Waste
News**





Important – Changes to Food Waste Disposal Requirements



Due to changes in waste legislation under the Government's Simpler Recycling reforms and increasing restrictions on the disposal of recyclable materials, we are reviewing the materials that can be accepted in each waste stream.

From 31 March 2027

From 31 March 2027, ALL businesses and other non-household premises in England are legally required to separate food waste, dry recyclable materials, and general (residual) waste before collection.

This requirement has been introduced under the Environment Act 2021 and associated Simpler Recycling regulations.

In preparation for this legislative change, and recognising that since March 2025 all businesses with more than 10 full time employees have had to recycle food waste, waste processors and disposal facilities are making changes to where we deliver your waste. They increasingly require waste to be correctly segregated, and therefore we are updating our accepted waste streams now to ensure compliance with current legislation, reduce contamination, and avoid recyclable materials and food waste being sent for disposal unnecessarily.

How this affects your business

To comply with these requirements, prevent contamination of waste loads, and reduce the amount of waste sent for disposal, **food waste must no longer be placed in general refuse bins.**

All food waste, including leftovers, food preparation waste, tea bags, coffee grounds, and other organic food materials, must be placed in a dedicated food waste bin for separate collection and treatment.

* If you are already segregating your food waste

If you are already segregating your food waste and using a dedicated food waste bin, thank you. Your support is helping to improve recycling and reduce waste sent for disposal. Please continue to keep food waste out of your general refuse bin to avoid contamination of the waste stream.

* If you do not currently have a food waste collection service or want to change it

If you do not currently have a food waste collection service or need to increase the amount of bins required, please get in touch with us and we will be happy to help.

Updating our contracts

As part of our ongoing commitment to enhancing the customer experience, we are updating our contract signing process to align with our Waste Transfer Note documentation. Over the coming weeks, you will receive a separate email containing a link to review and electronically sign your updated contract. Once completed, the signed contract will automatically be added to your account records.

We would also like to make you aware of an amendments to Section 5 of our Terms and Conditions. Please be assured that all services will continue as normal, with no interruption to your collections or service arrangements.

Thank you for your cooperation and continued support.

[Read about our Commercial Waste Services](#)

Stay connected



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



**Horsham
District
Council**

Email dated 03.07.2026 from Sussex Police
Leading the Fight Against Online Grooming in Sussex



**Sussex
Police & Crime
Commissioner**

KATY BOURNE OBE



I'm incredibly proud to see a pioneering, youth-led initiative I launched continue to gather real momentum across Sussex - putting young people at the very heart of protecting themselves and their peers from online grooming.

In 2025, I partnered with the [Breck Foundation](#) to create our Youth Ambassador programme, with one clear aim: to raise awareness of online grooming among school children in Sussex in a way that truly resonates. Who better to lead that conversation than young people themselves?

Through powerful peer-to-peer sessions, my Youth Ambassadors have been sharing the tragic story of 14-year-old Breck Bednar. Crucially, they've also been equipping their classmates with the knowledge, confidence and practical tools to recognise the warning signs of online grooming and know how to respond.

Their impact in just one year has been remarkable. Forty-eight Youth Ambassadors from 14 schools have led 40 assemblies, reaching more than 6,500 young people. That's thousands of vital conversations happening directly in our classrooms.

What has impressed me most is the initiative these young people have shown beyond the programme itself. They've gone on to develop and embed seven new safeguarding lesson plans into their schools, helping to transform how online safety is taught and understood.

This week, we came together at the University of Brighton to celebrate everything this first cohort has achieved. It was a truly inspiring event, bringing together students, parents, teachers and partners. We recognised outstanding contributions with awards like Voice of Change and Youth Ambassador of the Year. In truth, every one of these young people is making a difference.

One of the most moving moments was seeing the original cohort formally welcome the next group of Ambassadors, who will step into their roles this September. It was a powerful reminder that this is more than a programme - it's a legacy.

With this new intake, we now have 88 trained Youth Ambassadors across Sussex. As we enter the second year of this programme, I have every confidence that our new cohort will continue to champion Breck's legacy and help young people navigate the risks they face today.

This is how we build a stronger, youth-driven defence against online harm - one conversation, one classroom and one Ambassador at a time.

Don't be caught out by courier fraud

I want to raise awareness of a concerning trend we are continuing to see across Sussex: courier fraud.

In 2025 alone, victims in Sussex lost more than half a million pounds to this cruel and manipulative crime. These scams are not only financially devastating, they also leave people feeling shaken and violated - particularly as criminals often target older and more vulnerable members of our communities.

Courier fraud happens when criminals impersonate trusted figures such as police officers or bank staff. They may contact you by phone, text or even in person and use convincing tactics to pressure you into handing over money, bank cards or valuable

items. In some cases, they arrange for a “courier” to collect these from your home, making the situation feel very real.

These fraudsters are highly skilled at creating urgency and fear. They might tell you your bank account has been compromised and instruct you to move your money to a “safe account”, or claim they need your help with a police investigation. These are all lies designed to steal from you.

The good news is there are simple steps you can take to protect yourself and your loved ones:

Stop and think: If something doesn’t feel right, trust your instincts - hang up the phone.

Verify independently: Don’t rely on caller ID. Contact your bank or organisation directly using a trusted number, such as 159 for banks.

Remember: Police and banks will never ask you to transfer money, reveal your PIN, or send a courier to collect cash, cards or valuables. Never share personal details such as passwords or security codes.

If you believe you have been a victim of fraud, here’s what to do. Tell your bank as soon as possible. Victims who are vulnerable or elderly should report to Sussex Police by calling 101. Otherwise, contact Report Fraud by calling 0300 123 2040 or [online](#).

Please do share this advice with friends, neighbours and family members - especially those who may be more vulnerable to these types of scams. Raising awareness is one of the most effective ways we can prevent further harm.



Katy Bourne OBE
Sussex Police & Crime Commissioner

FRIDAY FOCUS

Anti-social Behaviour Awareness Week

This week marked national Anti-social Behaviour (ASB) Awareness Week. Led by Resolve and supported by Government, the Civil Service, Police and other authorities and community groups, the focus of this year's campaign is

#MakingCommunitiesSafer.

ASB can take many forms and is often persistent, causing distress to those it affects.

If you have witnessed or experienced ASB, please **report it** to Sussex Police.

Anti-social behaviour doesn't just happen in our communities - it happens on our roads too.

Anti-social driving can include speeding, careless driving, excessive noise and other dangerous behaviours.

Sussex's newly-launched Fatal Five Unit is tackling anti-social driving and the key factors that cause harm on our roads.

If you've witnessed anti-social driving, please report it via **Operation Crackdown**.

Together we can all play a part in #MakingCommunitiesSafer.