RUDGWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12th October 2026 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

Present: Councillors D Buckley (Chairman), R Gardiner-Hill, P Kornycky, S Kornycky, G Luchian, I Maclachlan (Vice Chairman), D Palmer, S Torn.

Also, present Anna Clayton - Clerk
Public: Three attendees
Horsham District Councillor Ross Dye
Horsham District Councillor R Landeryou
West Sussex County Councillor Colin Minto

FC121-26/27	**Apologies for Absence** Apologies were received from Cllr A Ryan and **noted.** Cllr S Alker was absent.
FC122-26/27	**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.
FC123-26/27	**Minutes of Council Meeting of 14th September 2026** It was unanimously **resolved to approve** the Minutes an accurate record of the Council Meeting held on 14th September 2026 and for the Chairman to sign these**.** It was unanimously **resolved to approve an** amendment to the minutes: Item 077-26/27 Planning (Sept Minutes) xiii) RPC Planning Issues Planning Issues Thanks were noted to Cllr Ross Dye for his help. Residents Association has been set up, with a website and email set up by residents on both boundaries who have joined together as a united front. Amend to: Thanks were noted to Cllr Ross Dye for his help. Cox Green residents have set up a website and email, residents from both boundaries have joined together as a united front.
FC124-26/27	**District and County Councillors Reports & Questions** (for noting only) It was unanimously **resolved to note** reports/updates. HDC Cllr Ross Dye Report 12.10.26: • RPC requested that the implementation/transitional date is checked in relation to the

new scheme of delegation.

West Sussex County Councillor Colin Minto report:

- WSCC County-Wide Parish Council Update

  Environment & Waste – announced 15 September: WSCC is bringing back its Waste Prevention Community Grant Fund, with £50,000 available for community organisations and grants of up to £5,000 per project. Applications open on 22 September for projects running in 2027/28.

  Environment & Waste – longer-term results reported for awareness: The previous round funded 10 community projects, which collectively prevented more than 90 tonnes of material from becoming waste. The wider results show the projects reached more than 560,000 people, involved over 100 volunteers and saved enough energy to power more than 300 homes for a year.

  Adult Social Care – launched in September: New support has been introduced to help residents understand, plan and pay for future care, including an updated West Sussex Care Guide. With care-home costs in the South East averaging around £1,450 a week (£69,000 a year), the aim is to help families plan earlier and support people to remain independent at home for longer.

  Trading Standards – September enforcement: WSCC secured its first-ever Restricted Premises Order after repeated sales of vapes to children at a Crawley shop. The premises is now banned for one year from selling tobacco, vapes and other nicotine products.

  Fire & Rescue – September delivery: Six new on-call firefighters completed their initial training and joined stations across West Sussex, including Horsham, Arundel, Shoreham and Bognor.

  Fire & Rescue – longer-term results reported in September: Between January and August 2026, West Sussex firefighters attended 22 wildfires, 21 other large outdoor fires and 677 smaller outdoor fires. The service is also procuring eight new multi-purpose 4x4 vehicles to strengthen wildfire and water-rescue capability.

  Waste & Recycling – September launch: WSCC launched the “Stop the Spark” campaign to reduce fires caused by batteries, vapes and electrical items being put in household bins. 40 fires linked to batteries and electricals have already occurred during 2026 at recycling facilities and in waste vehicles.

  Digital Inclusion – September action: WSCC announced free library sessions to help residents get online and use services including the NHS App. The scale of the challenge is significant: an estimated 98,000 West Sussex residents do not have a smartphone, 131,000 do not have a laptop and 14% lack essential digital skills for work.

  Economy & Business – September launch: Applications opened for the next fully funded Future CEO programme, providing intensive leadership development for a selected group of 8–10 West Sussex business leaders through the county's Growth Hub.

  Economic Growth – September decision: A new independent Chair was appointed to the West Sussex Economic Growth Board, strengthening the

	county's business voice as the new Sussex-wide strategic arrangements develop AI – to identify potholes, pilot will be happening. Meeting with WSCC Highways and RPC arranged for the 23rd October. Tismans Alternative Provision, no further update. Will follow up with Education department to seek their view on it and if funding approved/requested. Cox Green Development, developer requested a meeting. County Cllr happy to support RPC. The Chairman formally thanked both Cllrs for their updates.
FC125-26/27	**Public Speaking Session** Residents spoke in relation to agenda item FC142-26/27 TRO Loxwood Road.
FC142-26/27	It was **unanimously agreed** to move agenda item FC142-26/27 WSCC Highways/Traffic Calming - TRO Loxwood Road –original TRO application Map
FC142-26/27	**Highways/Traffic Calming** It was **unanimously agreed** to note: Residents have been in contact with WSCC Highways in relation to the TRO, disappointed that the scheme was rejected on the basis of GPS data and not SID data. A request for this data has been made. Raised these concerns to West Sussex County Councillor Colin Minto at the meeting, who will be following up with George Fort and Matt Gray in relation to how we can move forward with this and the options available. TRO Loxwood Road –original TRO application Map
	West Sussex County Councillor Colin Minto left the meeting.
FC126-26/27	**Planning** To report on**:**
i)	**Current Planning Applications** It was unanimously **resolved to note** the planning applications for consideration at the meeting.

Applications for consideration at Rudgwick Parish Council Meeting 12th October 2026

Application No	Applicant	Reason for Application	Recommendation
DISC/26/0321 23.09.2026	The Mucky Duck, Tismans Common	Approval of details reserved by condition 6 to approved application DC/24/1855	**No Objection**

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 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.
vii)	It was unanimously **resolved to note** the schedule of outstanding Planning Compliance issues being considered by HDC (for noting only).
vii)	**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.
ix)	**Oakfield Oak Tree** It was unanimously **resolved to note** the update on the Oakfield Oak Tree. Correspondence with HDC
x)	**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. RPC response to be circulated at the meeting – consultation closed 24th August 2026 Examination of the Horsham Local Plan 2023 -2040
xi)	**Rudgwick Parish Council (RPC) Planning Issues** It was unanimously **resolved to note** the update. • Delaying tactics • Enforcement – Something HALC representatives could raise, what do other parishes feel, Horsham District Councillor Ross Dye will ask specific question and report back. • Tismans Alternative Provision Horsham District Councillor Ross Dye followed up with planning.
FC127-26/27	**Correspondence Update** (for noting only) It was unanimously **resolved to note** the correspondence updates.
FC128-26/27	**Chairman's Report** It was unanimously **resolved to note the** Chairman announcements. • WSCC Highways A281 closure for resurfacing – 15th - 23rd October 8PM – 6AM • Downslink vegetation works in October. • Downs Link crossing improvements • Wildwood Golf Course – consultation meeting on the 15th October.
	Horsham District Councillor Ross Dye and Horsham District Councillor R Landeryou left the meeting.
FC129-26/27	**Clerk's announcements/decisions** (for noting only) It was unanimously **resolved to note** Clerk's Weekly Updates (from 14th September – 11th October 2026) • Tismans Common Project – phone box completed and noticeboard ordered. Defibrillator Training RH dates, TBC.

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	• Insurance policy for Rudgwick Parish Council renewed 1st October 2025 Invoice received for additional premium payment for the 3 x telephone box kiosks in the village, additional sum of £48.93 • RH curtains to be replaced, approx. installation will be November. • Cricket Club Shed - Meeting arranged with the cricket club for wed 14h October to look at possible locations. • Community Governance Review – Boundaries to remain as existing. • Little Street Sub lease update • Missing post box opposite Pennthorpe has been reported to Royal Mail. Case ref: 14763034 • Safeguarding leads, all hirers have been contacted. • HDC Representation in Rudgwick, email sent to HDC's CE (Jane Eaton) and Monitoring Officer (Lauren Kelly). • Churchman's Meadow - Oak Tree – Resident reported concerns, tree surgeon diarised to look at it 7th October and will report back findings. • RH Playground, Village Warden painting play equipment. • Little Street Roof reported leaking again, Hazelhurst Roofing contacted again to attend site. • Wasp Nest reported at RH – clerk to monitor and action if required.
FC130-26/27	**Parish Council representatives on outside Organisations** It was unanimously **resolved to note** there were no reports received. • **HALC –** Special meeting called – 20th October 7pm Call for a Special Meeting regarding HALC Update on the Current Position of HALC HALC Planning Notes of Interest no. 1, no. 2, no. 3 • RYC Management committee meeting on Monday 28th September – Youth Pastor now left, plea for adult volunteer helpers New secretary Julia Jordan. Next meeting 30th November. • HDC Around the District meeting – 29th September – Report from Cllr Dave Palmer
FC131-26/27	**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 September; • Detailed Income & Expenditure by budget heading September; • Bank Reconciliations for July: Lloyds: Business, Savings, Deed and NS&I Accounts; • Monthly Bank Reconciliation September; • Payments made/received September; • Transfer £30,000 from the Lloyds Current account to the Lloyds Savings account. Proposed by Cllr P Kornycky and Seconded by Cllr S Torn
FC132-26/27	**S137 Funding applications** It was unanimously **resolved to approve** the grant application: • Citizens Advice in West Sussex - £100 (Application, accounts, additional information) Constitutions are confirmed by Clerk. Proposed by Cllr P Kornycky seconded by Cllr R Gardiner and agreed unanimously

FC133-26/27	**Annual Fire Requirements** It was unanimously **resolved to note** the fire evacuation process and for all Councillors to sign the required documentation. Cllr Alker and Cllr Ryan to note the process and sign at the November meeting.
FC134-26/27	**Accessibility -Website** It was unanimously **resolved to approve** the recommended actions: **To note:** WCAG 2.2AA & Website Accessibility Our website provider Vision ICT is currently undertaking the following: As part of the MOT (£145), we review your site content against the latest WCAG 2.2 AA guidelines, identify any areas where updates may be needed, and provide a clear action plan to bring everything fully in line with the regulations. **Recommendations:** Under Clerks Update on the website – request for only 3 months to be viewed. Approval to delete old documents no longer required. Agendas are not a legal requirement to be displayed once minutes have been agreed, request to take these off the website- Clerk to look into options to either remove from the website and have an alternative folder that Cllrs can access. Planning – Agreement to only have 1 Jan 2026 onwards available to view, add a note to the website to direct any enquires via the Horsham District Planning Portal.
FC135-26/27	**Policies** It was unanimously **resolved to adopt** the policies with the below amendments: IT Policy (no change) Social Media Policy (new policy) - amendment required to item 5. Broadcast -Only Approach. Remove Comments and messaging are disabled. **Amend to: Comments and messaging are not monitored.** Amendment required to item 8. Content Standards – Must not comment on contentious matters (e.g. Planning Applications) **Add in, unless prior approval by the Full Council has been formally agreed.** Social Media Policy Appendix Data Protection Impact Assessment – Use of Social Media – Amendment to 1. Overview – Remove Comments and messaging are disabled and **amend to Comments and Messaging are not monitored.** Clerk to look into adding an out of office message to Facebook to advise the inbox is not monitored or responded to. All communications to be made by E-mail: clerk@rudgwick-pc.gov.uk
FC136-26/27	**Little Street Insurance** It was unanimously **resolved to approve** the request to extend payment terms of the annual insurance invoice, ideally over 6 months to support cash flow.
FC137-26/27	**Jubilee Hall Update** It was unanimously **resolved to approve** the below quotations subject to HDC S106 approval: • S106 utilisation prior to main works • Jubilee Hall Task and Finish Group • Refurbishment of downstairs toilet update • Quotation for new chairs for the hall (using same supplier and matching the RH

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	chairs) • Noticeboard Approval to go ahead with chairs and noticeboard Toilet – awaiting info on the door. Proposed by Cllr P Kornycky seconded by Cllr S Kornycky and agreed unanimously
FC138-26/27	**KGV** It was unanimously **resolved to note** the **CCTV – quotation**, the Council felt that coverage of the complete KGV outside area of the building would be more beneficial and increase security. Clerk to obtain a revised quote. CCTV to be funded by the FIT fund. It was unanimously **resolved to note** the request for signage due to parking issues. Rudgwick Parish Council are the Trustees, Fields in Trust are responsible for the field, including the car parks. RPC are able to allocate the Little Street parking as that part of the land is owned by the Parish Council and agreed as part of the Little Street lease. It requires the co-operation of all hall users, playing field users, dog walkers/recreational users to work together to ensure parking sanity is maintained. Rudgwick Parish Council suggest a solution would be A Boards that are put out when the Football Club are using the field. RPC have agreed to contribute/fund depending on costs and are happy to liaise to seek a suitable option for this if the Football Club/Little Street are in agreement with this suggestion, Clerk to liaise.
FC139-26/27	**Tismans Common Street Lighting** It was unanimously **resolved to note** the email request from a Tismans Common resident. The Parish council were unable to locate the area of the lighting, Clerk to contact the resident to establish what three words location. Email received from resident: There is a low height streetlight on Tismans Common Road on the junction at Hornshill. Would it be possible to switch this off later at night? Or remove it completely? Perhaps RPC could direct me to how this can be requested? It's not in character with the rural setting and is bright and visible from the old listed cottages particularly in the winter months.
FC140-26/27	**Southern Water - Burst water main at Hardham Water Supply Works** It was unanimously **resolved to note** the feedback from the Burst water main at Hardham Water Supply Works. Clerk to communicate welcome the use of the car park must be the back car park (what three words) and to inform there is lighting. Planning and future coverage of village if there was a future incident.
	Cllr Palmer left the meeting at 8.46pm and retuned at 8.48pm
FC141-26/27	**Food Waste Collection** It was unanimously **resolved to note** the – see correspondence and for RPC to purchase a selection of different size compostable bags, request that hirers use and take home with them. Add to conditions of hire.
FC142-26/27	**WSCC Highways/Traffic Calming** It was unanimously **resolved to note the update and approve**

	• Church Street Traffic Calming / S106 HDC-WSCC – Meeting with WSCC Highways has been postponed, new date diarised for 23rd October. • Watts Corner Footpath – Update prior to meeting with WSCC Highways So all that now needs to be done is to widen the pavement (as we have requested), not to the minimum, but rather to a reasonable maximum, bearing in mind: **the exposed setting alongside the very busy A281.....this is hardly a rural setting as WSCC has indicated **the marginal extra cost of extra pavement width in relation to the total job cost **if, subsequently, it was deemed necessary/desirable to have bollards/fencing (as per our original, but rejected, request) then such protection could be added and still leave at least a 2m wide pavement. • Average Speed Cameras. Consider purchase & siting of AutoSpeedWatch cameras by RPC – RPC would be happy initiate the project and budget to allocate funds of approx. £2,500. • TRO Loxwood Road –original TRO application Map – Item moved • Signage outside the CO-OP – continue to follow up
	8.59pm The Chairman Cllr D Buckley proposed the meeting be extended by 10 minutes; this motion was seconded by Cllr P Kornycky.
FC143-26/27	**SIDs Installation x 3 and Maintenance** It was unanimously **resolved to note the update and approve:** **Wilbar have quoted:** Our price to supply and erect three NAL sockets including traffic management at the locations requested below will be £3,383+VAT With regards to maintenance on **seven** devices our cost per maintenance visit would be £300+VAT and that would include moving them around as requested. **Clarify whether the £300 covers al units or quoted per unit.** **Clerk to request another quotation Balfor Beatty & Kenwood Construction – request another quotation for the installation.**
FC144-26/27	**CM Community Orchard** It was unanimously **resolved to note** and revisit the CM Community Orchard project and note the recommending planting timescale – Nov – Mar. The Parish Council are keen to progress this initiative and want to activity look for volunteers in the community. Clerk to update Facebook and Website to request. Cllr Luchian to assist Cllr Ryan in progressing the project**. See information**
FC145-26/27	**Staffing** It was unanimously **resolved to approve** overtime payments for the Clerk and Assistant Clerk additional hours. Clerk – 3 hrs Assistant Clerk – 11 hrs Proposed by Cllr R Gardiner-Hill and seconded by Cllr P Kornycky
FC146-26/27	**Date of next Meeting: 9th November 2026, at 7.00 pm** It was **resolved to note** the date for the next Council Meeting as 9th November 2026, at 7.00 pm.

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There being no other business, the Chairman closed the meeting at 9.10pm

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Councillor D Buckley **Date**
Chairman

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