

RUDGWICK PARISH COUNCIL
Parish Office
Rudgwick Hall
Bucks Green
Rudgwick
West Sussex
RH12 3JJ

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Date: 9th January 2019

To: All Members of Rudgwick Parish Council

You are duly summoned to a meeting of the Parish Council that will take place on **Monday 14th January 2019** at the **Rudgwick Hall, Bucks Green at 7p.m.**

Jonna Foote

Mrs J Foote
Clerk to Rudgwick Parish Council

Members of the public have a right and are welcome to attend the meeting as observers

AGENDA

1. **Apologies for Absence:** to receive and approve apologies of absence.
Recommendation:- to receive apologies for absence
2. **Declarations of Interest:** to receive any declarations of interest by councillors on any matters to be considered at the meeting and notifications of changes to members Registers of Interest.
Any clarification on whether a Member has an interest should be sought before attending the meeting.
See Clerk's Report.
Recommendation:- To receive any Declarations of Interest from Members of the Council.
3. **Minutes**
Circulated separately.
Recommendation:- To approve and sign the Minutes of the Council Meeting held on 10th December 2018.
4. **Committees and Working Parties**
Minutes circulated separately.
Recommendation:- To receive and adopt the Minutes of the Finance Policy and Human Resources Committee – 3rd December 2018 and 7th January 2019.
5. **Chairman's announcements**

6. **District and County Councillors Reports** *(for information only)*

None submitted to be circulated with the agenda.

Recommendation:- To receive any report submitted

7. **Public participation.** *The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.*

8. **Planning**

To report on:

i) Current Planning Applications to be considered for comment to Horsham District Council/ West Sussex County Council

To be discussed at meeting on Mon 14 January				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/18/2702	Fairlee Cottage Bucks Green Rudgwick	Outline application for the demolition of a single dwelling, including ancillary outbuildings, the erection of up to 65 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point from Guildford Road. All matters reserved except for means of access.		10 Jan 19 HDC has agreed to RPC response by 15.1.19
DC/18/2733	Furnace Lake Stable, Guildford Road, Slinfold	Retrospective application to confirm the use of 'The Stable Block' as a dwellinghouse (class C3) for a continuous period in excess of four years (Lawful Development Certificate - Existing) Horsham		25 Jan 19
DC/18/2740	Furnace Lakes Guildford Road Slinfold	Prior approval for the change of use from B8 storage/warehouse use to residential dwelling.		24 Jan 19
DC/18/2747	Pathfield Close Rudgwick	Demolition of No.6 vacant bungalow dwellings and the erection of No.6 two storey dwellings with associated parking and landscaping.		23 Jan 19
S106/18/0027	Rudgwick Metals Ltd Church Street Rudgwick	Amendment to clause 4.5 of the legal agreement (ref: PS/PAG/1235) approved under DC/16/2917 to state		24 Jan 19

		that, no more than 50 residential units shall be occupies until the commercial units are constructed and practically completed and capable of being occupied for the purpose permitted by the planning permission		
WSSC Planning Application				
WSSC/004/19/RW	Rudgwick Brickworks Lynwick Street Rudgwick	Extension to the restoration of the former claypit, including the remodelling of the existing landform to enable a change of use to agricultural land (permanent pasture), internal traffic management improvement measures and a proposed scheme of landscaping improvements and ecological enhancement		30 Jan 19

The above applications can be viewed through the Horsham District Council public access web page <http://public-access.horsham.gov.uk/public-access/> / West Sussex County Council web page www.westsussex.gov.uk/planning

Recommendation:- To consider Planning Applications received for commenting to Horsham District Council/West Sussex County Council.

- ii) To report any comments made on Planning Applications under delegated powers. See Clerk's Report for list of delegated planning applications
Recommendation:- To note the comments made by Rudgwick Parish Council Planning Committee to Horsham District Council in respect of Planning Applications not being considered at Council Meetings.
- iii) To report any decisions made by Horsham District Council on previous applications. See Clerk's Report for list of planning applications decisions (*for noting only*)
Recommendation:- To note the Schedule of Planning Decisions made by Horsham District Council in respect of previous applications.
- iv) To report on any appeal notices and decisions.

Appeals Lodged				
Application No/Inspectorate Reference	Address	Reason for Application	Original RPC Recommendation	Appeal Decision
DC/17/2731 APP/Z3825/W/18/319 9535	Mill Hill House Guildford Road Rudgwick, Horsham RH12 3HZ	Erection of a two storey three bedroom detached dwelling with associated triple garage, hardstanding and	Objection. The development is outside the built up area boundary. Future/amended planning applications should be subject to a legal	Appeal dismissed

		driveway	agreement regarding the restoration of the barn.	
DC/17/2605 APP/Z3825/W/18/321 4026	Windacres Farm, Church Street, Rudgwick	Proposed siting of a container as temporary residential accommodation for a 36 month period.	Objection on the basis of: - no justifiable agricultural need for someone to live there - development on agricultural land in the country side - 36 months being an excessively long period for temporary housing	
DC/18/1563 APP/Z3825/W/18/321 4199	Windacres Farm Development Site, Church Street, Rudgwick	Erection of a side extension to existing agricultural building for storage of agricultural machinery and animal feed.	Objection as the associated building has not been approved. There are no animals to feed.	

Recommendation:- To note information regarding any Planning Appeals.

9. **Clerk's announcements.**

See Clerk's Report in conjunction with Clerk's Weekly Updates on Rudgwick Parish Council website <http://www.rudgwick-pc.org.uk/>

Recommendation: To receive and note announcements.

10. **Reports from Parish Council representatives on outside Organisations:**

None submitted to be circulated with the agenda.

Youth Centre – meeting on 14th January 2019.

Cllr Wild

Recommendations:- To receive and note reports from representatives on outside bodies.

11. **Budget for 2019/20 and Precept**

To receive and adopt the Minutes of the Finance Policy and Human Resources Committee Meeting held on 7th January 2019 and approve the revised budget for 2019/20 and precept recommended therein.

See Clerk's Report (financial spreadsheets circulated separately)

Recommendations:- To agree the budget for 2019/20 and precept.

12. **Re-allocation of Allocated Reserves to General Reserves**

To approve the re-allocation of Allocated Reserves for 2018/19 as proposed as detailed in the Minutes of the Finance Policy and Human Resources Committee Meeting held on 7th January 2019.

See Clerk's Report.

Recommendations:- To agree the re-allocation of allocated reserves.

13. **Financial Regulations**

See Clerk's report.

Recommendation:- To agree and adopt the change to Section 4.1. of the Financial Regulations in line with recommendations made by the internal auditor.

14. **Salaries – Wardens**
See Clerk's report.
Recommendation:- To agree to the increase in rate of the real living wage rate for the Wardens from 1.4.2019.
15. **Financial Risk Assessment for 2018/19**
See Clerk's report.
Recommendation:- To agree to accept the amended Financial risk Assessment for 2018/19.
16. **West Sussex County Council Pension Data Processing Agreement**
(Circulated separately)
See Clerk's Report.
Recommendation:- To agree and adopt the Data Processing Agreement.
17. **King George V Boiler Replacement/ Heating System Repairs.**
See Clerk's Report.
Recommendation:- To agree to the Chairman's decision regarding the heating repairs at a cost of £3,500 with additional work/costs of £600.
18. **Velo South**
Recommendation:- To receive and *note* updates.
19. **Rudgwick Neighbourhood Plan**
Recommendation:- To receive and *note* updates
20. **Annual Parish Meeting**
Recommendation:- To agree on organisation, content and format.
21. **Pondfield Road Fencing**
(Details circulated – confidential)
Recommendation:- To agree on the fencing arrangement.
22. **Riparian ownership responsibilities – King George V field**
(See Clerk's Report)
Recommendation:- To agree on work to be undertaken.
23. **Rudgwick Hall Main Hall Lighting/emergency lights update**
(See Clerk's Report)
Recommendation:- To approve contractor to undertake the specified work.
24. **King George V Building Solar Panels**
(See Clerk's Report)
Recommendation:- To agree on service and maintenance work expenditure.
25. **Adoption of BT telephone box Church Street**
Recommendation:- To consider if the Council wishes to proceed with this.

26. **S106 Working Group Meeting**
Recommendation:- To agree for the Working Group to meet; confirm date and venue.
27. **Accounts**
Reconciliation of Lloyds bank account for November/December.
Reconciliation of NatWest bank account for October.
Quarterly reconciliation of accounts.
Payments to be made.
(See Clerk's Report)
Recommendation:- To agree payment schedules, monthly and quarterly reconciliations.
28. **DATE OF NEXT MEETING: Monday 11th February, 2019.**

Filming of Parish Council Meetings and use of social media

During this meeting the public are allowed to film the Council or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Clerk know in advance if you wish to film. Mobile devices should be switched to silent for the duration of the meeting.