

Weekly RPC Clerk's Update: 23/28 January - 4 February 2019

Clerk's announcements/delegated decisions:

- Three yearly NEST pension arrangements to be put into place by end of May 2019 in line with government regulations.
- SSE Business Energy contract is ending on March 31st 2019 for both Rudgwick and Jubilee Hall – action to be taken.
- Kompan invoice for Churchman's Meadow playground received – informed company that the council is not in the position to settle invoice until promised work has been undertaken/completed. Staff changes have taken place at Kompan and the new operational sit manager will take over responsibilities.
- Precept information/request for 2019/20, with explanation for the level of increase, has been sent to HDC Finance Department. Receipt has been acknowledged, and appreciation for additional information.
- King George V Fields in Trust accounts for 2017/18 have been submitted to the Charity Commission.
- Clerk to attend VAT Training on 7.2.2019.
- SSE electricity contract coming to an end on 31st March 2019.
- HDC Neighbourhood Plan event, Friday 1.2.2019 to be attended by two Rudgwick councillors/parishioners.
- The Council has received a kind offer of the donation of a training defibrillator and mannikin – Clerk has accepted.
- Rudgwick defibrillator information has been e-mailed to the South East Coast Ambulance Service – NHS.
- Assistant Clerk Vacancy has been advertised on SSALC website.
- HDC Planning training event – Monday 11 February 2019, Clerk (and opportunity for two councillors) to attend.
- BT Telephone Box adoption update: the telephone box is on the removal list and BT are currently investigating if the phone box can be removed from the list, i.e. be adopted.
- Open Space Warden reported "fly tipping" of garden waste on King George V field – this is the second time in the last six months.
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E-MAILS/COMMUNICATION:

31.01.2019 E-mail from parishioner regarding fencing at Pondfield Road.

04.01.2019 E-mail from cricket club regarding bookings/grass cutting. (forwarded to Halls and Recreation Chairman)

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)

SSALC (Surrey and Sussex Association of Local Councils)

WSSC (West Sussex District Council)

23.01.2019 Email from Horsham District Older People Forum

Dear Supporter

I am pleased to announce the Horsham District Older Peoples Forum 2019 public meeting dates. All are 10.30am - 1pm. Tea/coffee 10.15am

1. **Monday 18th March 19** Trinity Methodist hall, Thakeham Road, Storrington RH20 3NG
2. **Wednesday 29th May 19** Saxon Room at the Steyning Centre, Fletchers Croft, Steyning BN44 3XZ
3. **Tuesday 3rd September 19**, Roffey Millenium Hall, 154-156 Crawley Rd, Horsham RH12 4DT

We intend to host our popular 'MP Question Time' meeting again in November/December 19. Details will be circulated.

Please circulate the dates and venues of our public meetings.

If you have a website and could accommodate a page for older people or already have one, then we would appreciate details/links of our Older Peoples Forum and meetings being included.

If you have local events, consultations or projects etc.that you and you would like advertised then please send them to us for circulation via the Forum, it's social media and/or website.

Thank you for your ongoing support.

Martin Bruton
Chairman
[Horsham District Older Peoples Forum](#)
07840 966124

23.01.2019 correspondence from parishioner regarding Rudgwick Brickworks having applied for permission to fill another hole, extending the work by three years.

25.01.2019 Email from Rudgwick Litter Warden

From: James.Compston@westsussex.gov.uk]

Good Morning xxx

Following on from our site meeting yesterday, regarding the works carried out outside The Chapel, which we were not happy with, I have now passed this to our Development Control Team for further investigation.

Jobs have now been raised to fix the broken pipes, which were found when the drainage investigation was carried out.

I will continue to monitor this site. Thanks for your help with this matter.

Regards

James Compston

Highway Steward

Highway Maintenance – Highways and Transport

West Sussex County Council

Location: Northern Area Office, Broadbridge Heath Depot, Nr Horsham, West Sussex RH12 3LZ

Telephone number: 01243 642105

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



[@WSHighways](#)

ORIGINAL E-MAIL

Chris

Further to our discussion on Thursday afternoon I am pleased to say that PJ Brown the contractors for Berkeleys appear to have completed their planned works either side of the chapel opposite the new site entrance on time,

But

It appears that the drain pipe on the West side of Church Street is blocked in at least 6 locations as indicated by yellow marks on the footway left by the jetting team, as shown in the photo below.

This means that the water from the new road gully is only draining away very slowly and is already being overwhelmed by even the light rain of the past few days.

The existing gully seen at the back edge of the footpath is similarly not draining properly and is also being overwhelmed.

So at present the properties remain at risk of flooding



Inspection shows that whilst the level of the protective kerb has been raised as expected along most of the excavated edge, at the section of dropped kerb tactile paving, the road tarmac surface now almost matches the level of the tactile paving and the expected 25mm lip has not been achieved.

With light rain the edge appears just adequate to direct rain into to the new gully but seems likely to again be completely overwhelmed during medium or heavy rain.



East Side of Church St

It is understood that some jetting has been undertaken by unlike the West side there are no yellow blockage markers to be seen and at present status is not yet clear and there has not yet been any heavy rain.

Whilst the road gulleys appear clearer than they were, the water overflows continue running across verges even during recent light rain and down the road in most if not in all places as before.

The ditch south of The Ridge is now filled from end to end with yellow silt and there is deep standing water at the southern end of the ditch,

We much appreciate that works to resolve these long standing issues have been started.

Since the works started we have being fielding lots of questions from the community about the works and when it will all be completed, which at present we are not well positioned to answer.

Please review these matters with your teams ASAP as discussed and let us know your plans to resolve the many outstanding issues.

Happy to discuss

Many thanks

XXXX

25.01.2019 Email from NALC : Newsletter

Chief executive's bulletin **NALC Larger Councils Committee**

Our Larger Councils Committee met on 22 January at **CCLA** in London, here's a brief summary:

- Colleagues from CCLA welcomed the Committee to their offices and gave a brief overview of their work with the charities, churches and local authorities sectors, with total funds under management close to £9bn, the public sector making up almost 20% (£1.7bn) and some 700 clients, over 300 local (parish and town) councils make use of the Public Sector Deposit Fund to satisfy their short term cash needs and just short of 100 have invested long term in the Local Authorities' Property Fund, enjoying enhanced returns. I was struck by their own reflection that in more established unitary areas, local councils are delivering an increasing number of devolved services paid for by generating additional income through increasing precepts, which is resulting in more use of CCLA's funds, seeing this as something that will continue as the restructuring of local government continues and greater demands are placed on local councils
- Cllrs Paul Harvey, West Bletchley Council in Milton Keynes, and Iain Hamilton, Halewood Town Council in Merseyside, were elected chairman and vice chairman
- The Committee held an extensive policy discussion session to consider: council leadership, in particular, the role of council leaders, including current practice; and NALC's longstanding policy objective on business rate reform to inform NALC's work on the Comprehensive Spending Review (CSR). To support the Committee's priority of sharing good practice note of group discussions would be circulated and also made available on the NALC website
- Progress on the Committee's work programme, including joint work with the Local Government Association to pilot peer challenge with Chippenham Town Council in the Spring and new developing new guidance on helping tackle loneliness, the finance settlement proposal
- Items raised by the Committee included prudential borrowing, the impact of the Ledbury case, boundary and community governance reviews, powers regarding council housing, and council tax support funding
- The Committee was pleased the study tour to Bishop's Stortford had sold out, noted over a hundred delegates had booked to attend Spring Conference and the exhibition had sold out, and agreed to feed in themes/subjects relevant to larger councils for this year's annual conference programme.

LCR interviews Queen's Park Community Council's Eartha Pond

This week, senior communications officer and *LCR* editor, Marie Dill, met with Cllr Eartha Pond from London's first-ever local council, to talk about local councils. Subjects covered included how to get more diversity on local councils, how to engage with young people and whether London needs more local councils. On that subject, she said: "The more [local councils] we have and can connect with to become a bigger network of communities in London, the better. Other areas in London have similar issues to ours, and while it's not about one-size-fits-all, it's about learning from each other – collaboration is key". To read more from the interview, which will be published in the winter edition, subscribe to *LCR* at: www.nalc.gov.uk/lcrmagine

Great British Spring Clean

As our latest *Points of Light 2019* report shows, local councils are stepping up to support communities across a wide range of themes, including local environmental improvements through litter picks and street cleaning. On Wednesday, Keep Britain Tidy launched their **Great British Spring Clean 2019** in Westminster, attended by Jessica Lancod-Frost, policy officer. This year's Spring Clean will take place from 22 March – 23 April 2019 and I'm again keen for as many councils as possible to get involved and join over 370,000 #LitterHeroes already cleaning up their community!

And finally...

Our chairman, Cllr Sue Baxter, continued her New Year engagement with Parliamentarians this week, meeting further members of the House of Lords to brief them on our achievements last year, her **open letter** to councillors, and our priorities for the year ahead. Other topics covered included council tax on second homes, creation of local councils in urban areas, and the CSR. And yesterday our solicitor, Gurvynda Paddan-White, attended a roundtable on the *Voice of The Councillor* report, hosted by the Essex Association of Local Councils. Among the issues discussed were relationships with principal authorities, role of chairman and mayor, and onward devolution of services.

Dear Consultee,

Chichester Local Plan Review Preferred Approach Consultation December 2018 to February 2019

I am writing to remind you that Chichester District Council is currently consulting on the Chichester Local Plan Review: Preferred Approach. The consultation ends on **7th February 2019**.

The Chichester Local Plan Review: Preferred Approach sets out how we will shape future development in the District, excluding the area within the South Downs National Park, up to 2035. It includes the overall development strategy as well as key policies to meet the future needs of the area and development management policies to help guide development over the plan period.

The Chichester Local Plan Review: Preferred Approach together with the supporting documents, including background papers, is available for inspection and comment at www.chichester.gov.uk/localplanreview.

Reference copies of the documents can also be viewed at:

Chichester District Council
East Pallant House, 1 East Pallant, Chichester PO19 1TY
(08:45 – 17:10 Mon – Thurs; 08:45 – 17:00 Fri)

Chichester Library
Tower Street, Chichester PO19 1QJ
(09:00-19:00 Mon-Fri; 09:00-17:00 Sat)

Selsey Library
School Lane, Selsey PO20 9EH (09:00 – 16:00 Mon – Fri)

Southbourne Library
First Avenue, Southbourne PO10 8HN
(13.00 – 17.00 Mon-Fri; 09.00-13.00 Sat)

South Downs National Park Authority
South Downs Centre, North Street, Midhurst, GU29 9DH
(09:00-17:00 Mon-Thurs; 09:00-16:30 Fri)

You have been contacted because you have previously asked to be notified about planning policy consultation, including consultations on the Local Plan. You can view how we handle your information in line with the General Data Protection Regulations 2018 at <http://www.chichester.gov.uk/dataprotectionandfreedomofinformation>. If for any reason you do not wish to be contacted again, please notify us using the contact details shown below.

How to make a representation

Responses to the Chichester Local Plan Preferred Approach should ideally be made using our online consultation portal at www.chichester.gov.uk/localplanreview. Alternatively, a copy of the representation form available on the website can be completed and sent by email to planningpolicy@chichester.gov.uk or by post, to the Planning Policy Team, Chichester District

Council, East Pallant House, 1 East Pallant, Chichester, West Sussex, PO19 1TY. If responding by letter or email please indicate clearly the policy(ies) to which each comment refers.

We have moved to a new consultation software provider since our last consultation which should make it easier to submit your comments online. If you had an account on the previous system your details will have been moved over to the new system but you will be asked to set up a new password on the log-in page.

All comments received during the consultation period will be publicly available and identifiable by name and organisation (where applicable). Any personal information provided will be processed by Chichester District Council in line with the General Data Protection Regulations 2018. More information is available at:

<http://www.chichester.gov.uk/dataprotectionandfreedomofinformation>

The Chichester Local Plan Review: Preferred Approach consultation is undertaken in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012. All responses will be carefully considered to help develop a Publication version of the Local Plan Review document later this year. There will then be further opportunities for everyone to comment on the Council's revised proposals.

For more information, or if you need assistance accessing the documents, please contact the Planning Policy Team by email at planningpolicy@chichester.gov.uk, or telephone 01243 785166.

Kind regards
Planning Policy Team



Hannah Chivers
Planning Policy Officer
Planning Policy
Chichester District Council

E-mail or phone 44 (0) 1243 785166
Mail-Admin@chichester.gov.uk

28.01.2019 Email from SSALC – Weekly newsletter

Reminder for all Clerks - SSALC Website

The ability to access the SSALC website is essential for all councillors but requires the Clerk to ensure that the log in has been given to their members.

We regularly receive calls from councillors telling us they do not have the log in, this may be down to forgetfulness or perhaps they didn't have it in the first place.

With a new intake of councillors in May can Clerks please issue a log in

reminder to their exiting councillors and arrange for the details to be included in the welcome pack for new members.

Many thanks!

Latest News

For regular news updates please visit
www.ssalc.co.uk



Invitation to visit the Sussex Police Force Command and Control Department

As part of the ongoing transformation programme around contact, we would like to extend an invitation to you to join us in our main command and control room at Sussex Police, Headquarters Lewes. During the visit you will be able to see how we deal with the various types of contact we have from the public, the challenges we face and our plans for the future.

There will be an opportunity to meet the staff and see how they are dealing with calls, incidents and the initial stages of an investigation and learn more about the department.

'At the regular half yearly meeting between SSALC and the Chief Constable it was recognised that local councillors and community groups would benefit from a greater understanding of how Sussex Police receives and handles calls. Those who have visited the Communications Centre have come away with an appreciation of the volume and complexity of an operation we all take for granted.' Trevor Leggo, CEO, SSALC

Dates and booking instructions can be found [here](#)

Sussex PCC proposes Precept rise to fund 200 police posts

Sussex PCC Katy Bourne has submitted to the Police and Crime Panel her recommendations on the level of the Precept - the Police element of Council Tax for 2019/20.

The proposal will be discussed at the Police and Crime Panel meeting on 1st February when Mrs Bourne will be invited to explain her recommendation.

[Read more](#)

NALC Calls on Local Councils to Join 370,000 Volunteers for the Great British Spring Clean

Keep Britain Tidy (KBT) has launched the Great British Spring Clean for 2019 and the National Association of Local Councils (NALC) is calling on local (parish and town) councils to get involved once again



[Read more](#)

Parish Council Success Story!

Southwater Woodland Project, commenced in 2016 with residents voting with shopping tokens in their local Tesco, for funding of the project. The grant of £10k was funded through charges made in Tesco stores for plastic carrier bags, the Parish Council were fortunate to have achieved the largest award; these having ranged from £3k - £10k.



[Read more](#)

Does your Parish/Town Council have a story that you would like to share? If so please contact Anna Beams at anna.beams@ssalc.co.uk

SSALC Website News Page

Don't forget that the [news page](#) on the SSALC website is updated regularly with useful information on relevant topics. You will need to login to access the news pages, if you are unsure of your login please contact me, Anna Beams at anna.beams@ssalc.co.uk

30.1.2019 E-mail regarding planning application DC/19/0106 received from parishioner.
(forwarded to Councillors)

30.1.2019 E-mail from CPRE Update for Horsham members



Horsham District Sit
Rep Jan2019.pdf

Dear Members

I'm pleased to attach a planning up-date from your District Chairman, Dr Roger Smith.

If you would like to receive email up-dates from your Sussex Branch (up to 4 per year), please subscribe to our E-newsletter at <http://www.cpresussex.org.uk/about-us>. We'll not bombard you with emails but will keep you informed of new campaigns, news and events.

With kind regards,
Lesley Wilson
Branch Administrator

CPRE Sussex Branch CIO, Brownings Farm, Blackboys, East Sussex TN22 5HG Tel: 01825 890975 <http://www.cpresussex.org.uk> Registered Charity Number 1156568. Facebook <https://www.facebook.com/CPRESussex/>

We exist to promote the beauty, tranquillity and diversity of rural England by encouraging the sustainable use of land and other natural resources in town and country.

31.01.2019 E-mail from Chichester District Council: Adoption of the Site Allocation

Dear Consultee,

**Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (As Amended) –
Adoption of the Site Allocation Development Plan Document 2014 - 2029**

Development Plan Document 2014 - 2029

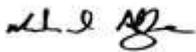
Following the receipt of the Inspector's Report to the Site Allocation Development Plan Document 2014 - 2029, Chichester District Council, at its Full Council meeting on the 22nd January 2019 has formally adopted the Site Allocation Development Plan Document. The Site Allocation Development Plan Document represents the second part and 'daughter' document to the adopted Chichester Local Plan: Key Policies 2014 – 2029.

There now follows a 6 week Judicial Review period until the 5th March 2019. Copies of the Site Allocation Development Plan Document, the Adoption Statement, and the Sustainability Appraisal of the Site Allocation Development Plan Document 2014 – 2029 – Post Adoption Statement can be viewed at the Council office, Selsey area office, and Chichester Library or on our website <http://www.chichester.gov.uk/siteallocation> shortly. Paper copies will be available to purchase from February 2019.

You are receiving this email as you have previously expressed an interest in the progress of the Chichester Local Plan. If you do not wish to be contacted again regarding this matter, then please notify us using the above contact details.

For more information, or if you need assistance accessing the documents, please contact Planning Policy by email at planningpolicy@chichester.gov.uk or telephone 01243 785166.

Yours sincerely,



Mike Allgrove
Planning Policy Manager

01.02.2019 Email from Sussex Police: Police Property Act Fund - available for community projects

Dear all,

I am writing to make sure that each of the Horsham rural district communities is aware of an opportunity that exists for a small funding boost of up to £500. This is from the PPAF - Police Property Act Fund – which is aimed at supporting community projects.

The PPAF is made up of monies received by the police from the sale of found property and from property confiscated by order of court and then sold. The main aim is to support local projects that benefit their community, and applications are considered from voluntary and charitable organisations and community groups.

There are of course some criteria to be met:

A maximum amount of £500 can be applied for by each organisation or charity.

An application will not be considered if a previous donation from us has been made within the past three years.

The decision to make a donation and the amount donated will depend on the number of applications being considered at any one time and the amount that is available in the fund at the time of the application.

Also, each application needs to be supported by a Sussex Police officer or member of staff who has knowledge of the charity or organisation.

It is very likely that there is good work being done within many rural Parishes that may benefit from this arrangement. If you believe that is the case please pass this email on to a person who is managing the project and can properly explain it to me. Once they get in touch with me I can arrange to pop along and meet with them to understand their project, and whenever possible put in an application to the PPAF fund on their behalf.

I look forward to hearing from you or your community members,

With kind regards,
Erica

PCSO Erica Baxter 27123, Prevention Team, Adur Worthing and Horsham
Police Station, Hurst Road, Horsham RH12 2DJ
Tel: 101 (extn 530214)

You can report crime and incidents online at www.sussex.police.uk/reportonline

We want to know your views - see what's new and give us your feedback and suggestions at www.sussex.police.uk

If you have received this message in error, please contact the sender as soon as possible - you may not copy it, or make use of any information contained in it for any purpose, or disclose its contents to any other person. Messages sent and received by Sussex Police are not private and may be the subject of monitoring.

01.02. 2019 E-mail from WSCC West Sussex Local Access Forum - aiming to improve and protect countryside access - Annual Report and recruitment for members



WSLAF_Annual_Rep201901-WSLAF-Post 20190130-WSLAF-R
ort-Jan2017-Jan2018 er-Final.pdf ecrutment-Press_rel

Dear Clerk

The West Sussex Local Access Forum (WSLAF) aims to improve and protect access to the countryside. Please find attached the latest Annual Report of the West Sussex Local Access Forum (WSLAF), which outlines the work of the Forum over the past year which may be of interest.

The Forum is currently looking for new members. I would be grateful if you could forward this to anyone you think might be interested, and perhaps you could be kind enough to display the attached poster, either on a notice board or on your website if you have one? I have also attached a press release – if you are able to include a short article in your parish magazine or website that would be fantastic.

Membership of the Forum is balanced between users, landowners and managers, and other interests in countryside access, such as conservation, access for the disabled, planning and Councillors. It is looking for people who feel passionately

that public rights of way and access to the countryside is important, and would really like to be involved in working to achieve this.

Those on the Forum give their time on a voluntary basis, however transport costs are reimbursed. Training in Rights of Way and countryside access matters is provided for new members. There are four meetings a year: 2 formal meetings supported by West Sussex County Council, which are open to the public, and 2 informal meetings organised by Forum members. In addition there may be site visits and working group meetings to get involved with. We ask interested people to complete a simple application form, please call or email me for further information and an application. We will be assessing applications in March 2019. Further information is also available on the Forum's website: www.wslaf.org

Please note the Forum covers West Sussex, outside the South Downs National Park.

Thank you for your help.

Best wishes

Jane, Forum Officer

For more information on the Forum please visit www.wslaf.org

Please note that although this email is sent from a West Sussex County Council email account the Forum is independent of the Council and its advice should be treated as such. Thank you.

Jane Noble
Senior Access Officer
Rights of Way - Highways and Transport
West Sussex County Council

01.02.2019 E-mail from CAGNE – Newsletter February

CAGNE
Aviation Town and Parish
Council Forum

Next Forum Meeting

Wednesday 27th February at Ockley Village Hall

Stane Street, Ockley, RH5 5SY

at 7.30pm

This event is particularly of interest, and will be very informative as the Government is

currently consulting on their aviation Green Paper, see below. [Please reserve a seat - RSVP cagnegatwick@gmail.com](#)

This event will also be open to the public as it is co-hosted by Campaign to Protect Rural England Sussex and Surrey.

Subject - The Government and Gatwick talk by Tim Johnson, Director of Aviation Environment Federation www.aef.org.uk

Tim Johnson is the Director of the Aviation Environment Federation (AEF), an Non Governmental Organisation (NGO) dedicated to tackling aviation's environmental impacts, and has nearly thirty years expertise in the aviation, environmental and planning field.

He is a lead representative for the international environmental NGOs at the United Nations' International Civil Aviation Organisation (ICAO) where he co-leads groups set up by the Committee on Aviation Environmental Protection (CAEP) to develop the standards and recommended practices to reduce aircraft noise and emissions.

Tim is a member of the Department for Transport's External Advisory Group and represents community and environmental interests on the DfT's Airspace Modernisation Board and the Airspace and Noise Engagement Group.

He also sits on Sustainable Aviation's Advisory Panel and ACI's Airport Carbon Accreditation Advisory Board.

AEF was founded in 1975 as a voice for local community groups impacted by airports, airfields and flight paths. Today it represents over 50 organisations throughout the UK.

FYI the CAGNE AGM will take place prior to this event at 7pm.

[Heathrow expansion consultation closes 4th March](#)

[Government Aviation Green Paper There will be a 16 week consultation ending on 11th April 2019 Link to the full paper:](#)

The Department is keen we use its online form to respond. But it is not essential. You can simply email your comments to AviationStrategy@dft.gov.uk or send a letter to Aviation Strategy, Department for Transport, 33 Horseferry Road, London, SW1P 4DR.

Gatwick Draft Master Plan response from MP group

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Our mailing address is:

CAGNE Aviation Town and Parish Council Forum
Warnham Lodge Farm
Warnham, West Sussex RH12 3SG
United Kingdom

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04.02.2019 E-mail from HDC – address changes

Please find below the details of individual house re-naming/re-numbering, individual new postal addresses and miscellaneous address changes within your parish area (if there is no date shown the change of or new address is with immediate effect).

(i) NEW INDIVIDUAL POSTAL ADDRESSES

Old Number/Name		New Number/Name
New dwelling on land adjacent to Jasmine House, Cox Green, Rudgwick, Horsham	-	Barfield House, Cox Green, Rudgwick, Horsham RH12 3DE <i>(completed)</i>