

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

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Date: 5th February 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 11th February 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. **Co-option of new Councillor**
See Clerk's Report.
Recommendation: To co-opt new councillor
2. **Apologies for Absence:** to receive and approve apologies of absence.
Recommendation: To receive apologies for absence
3. **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.
4. **Minutes of Council Meeting of 14th January 2019**
(See Rudgwick Parish Council website <http://www.rudgwick-pc.org.uk/>)
Recommendation: To approve and sign the Minutes of the Council Meeting held on 14th January 2019.
5. **Chairman's announcements**

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

See Clerk's Report.

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:

Current Planning Applications to be considered for comment to Horsham District Council.

To be discussed at meeting on Mon 11 February 2019				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
DC/19/0100	Morgans Green, The Haven, Billingshurst	Demolition of existing rear porch and erection of a porch (householder)		21/02/2019
DC/19/0102	Morgans Green, The Haven, Billingshurst	Demolition of existing rear porch and erection of a porch (Listed Building Consent)		21/02/2019
DC/19/0201	Chequered Oak Bungalow, Rowhook Road, Rowhook	Erection of a front porch and single storey rear/side extension		20/02/2019
DISC/19/0026	Smithers Farm, Guildford Road, Rudgwick	Approval of details reserved by conditions 3 on DC/18/1812		15/02/2019

The above applications can be viewed through the Horsham District Council public access web page <http://public-access.horsham.gov.uk/public-access/t> .

Recommendation: To consider Planning Applications received for commenting to Horsham District Council.

- i) 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.
- ii) 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.

- iii) To report on any appeal notices and decisions.
Recommendation: To note information regarding any Planning Appeals.
9. **Clerk's announcements.**
 See Clerk's Report in conjunction with Clerk's Weekly Updates (7th January – 4th February 2019) 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.
 HALC – meeting on 23rd January 2019. Cllr Thompson
Recommendations: To receive and note reports from representatives on outside bodies.
11. **Elections**
 See Clerk's Report.
Recommendation:
 1. To receive information regarding the elections and the role of the Clerk, prepared by Horsham District Council and the Election timetable from NALC.
 2. To note that a NALC publication "All about Local Councils" will be available on the Parish Council website and that the Clerk will be attending the Surrey and Sussex Association of Local Council's "Election and Co-option" Briefing on 14 February 2019.
12. **Annual Parish Meeting – 9th March 2019**
 See Clerk's report
Recommendation: To agree Agenda and questions to be asked to the speaker Mr G Chipp, Horsham District Council Chief Executive.
13. **Trees opposite Pennthorpe School, Church Road, Rudgwick**
 See Clerk's Report
Recommendation: To agree the felling of three trees and replanting of four trees with a maximum cost of £3,000 from the Traffic Calming Budget.
14. **Tree Survey**
 See Clerk's report.
Recommendation: To agree to a bat survey of trees mentioned in surveys at Foxholes, Churchman's Meadows and King George V fields with a maximum cost of £1,000.
15. **Path to Tennis Court and emergency exit path from King George V Building**
 See Clerk's Report.
Recommendation: To agree the repair of both paths and to appoint a contractor to undertake the work.
16. **King George V Building/Field Users Working Group**
 See Clerk's Report
Recommendation: To form a King Gorge V Building Working Group.
17. **Annual Rudgwick Hall and Jubilee Hall Health and Safety Inspection by Councillors**
 See Clerk's Report

Recommendation: To agree to and arrange a Health and Safety Inspection by Councillors of Rudgwick Hall and Jubilee Hall.

18. **King George V Field Hedge between Little Street Car Park and Youth Centre**
See Clerk's Report
Recommendation: To agree to plant additional hedging to stop pedestrians walking through the recently pruned hedge.
19. **Rudgwick Hall Main Hall lights**
See Clerk's Report
Recommendation: To appoint a contractor to undertake the work of replacing current fluorescent lighting units with LED units.
20. **Horsham District Year of Culture**
See Clerk's Report
Recommendation: To consider Year of Culture Events.
21. **Dates of 2019/2010 Parish Council Meetings**
See Clerk's Report
Recommendation: To agree on proposed dates for Full Council Meetings.
22. **Accounts**
Reconciliation of Lloyds bank account for January.
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.
- Members of the public and press may be asked to leave from the business about to be transacted. Reason staff in confidence
23. **Staffing**
1. Recruitment working group
Recommendation: To form a working group to short list and interview candidates for The post of Assistant Clerk.
24. **DATE OF NEXT MEETING: 8th April, 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.