

## Rudgwick Parish Council

Minutes of the Meeting of the Parish Council held on Monday 8<sup>th</sup> July 2019 at Rudgwick Hall, Bucks Green, RH12 3JJ at 7 pm.

**Present:** Councillors D Buckley (Chairman), P Thompson (Vice-Chairman), R Brown, M Ellis, A Haynes, S Kornicky, R Landeryou (Parish/ Horsham District Council (HDC) Councillor), I Maclachlan and R Wild.

**Also in attendance:** Parish Clerk Jonna Foote; West Sussex County Councillor (WSCC) Christian Mitchell and 2 members of the public.

### FC066-19/20 **Co-option of new Councillor**

It was resolved to co-opt Mr Allan Gormley as councillor and he signed the Declaration of Acceptance of Office document, witnessed and signed by the Clerk.

Cllr Gormley was provided with Local Government Act 1972 sch para 10(2)(b) consent form and Register of Member's Interest Document, to be completed and submitted.

7.06 Cllr/HDC Cllr Landeryou arrived.

### FC067-19/20 **Apologies for Absence**

An apology for late arrival had been received prior to the meeting, from Cllr/ HDC Cllr Landeryou. This was **noted**.

### FC068-19/20 **Declarations of Interest**

It was **noted** that no declarations of interest by councillors on any matters to be considered at the meeting and notifications of changes to members Registers of Interest were received.

### FC069-19/20 **Minutes of Council Meeting of 10<sup>th</sup> June 2019**

It was unanimously agreed **to resolve** to approve the Minutes of the Council Meeting held 10<sup>th</sup> June 2019 as a correct record and they were signed by the Chairman.

### FC070-19/20 **Chairman's announcements**

Announcements (as recorded in Clerk's report) were received and noted  
The Chairman is attending the first event as Chair of Governors and has a prior commitment for the second event.

If a councillor could attend either event, could they please inform the Clerk,

### FC071-19/20 **District and County Councillors Reports**

Horsham District Council (HDC) Councillor Richard Landeryou reported on:

- The recent HDC approval of the motion recognising the climate emergency and committed to plan to reduce carbon emissions to zero
- The review of the Planning Framework. The Council is undertaking meetings/ seminars with/for developers and many sites are viewed/ visited. Planning Framework numbers are 947 new dwellings p.a. and the duty to co-operate with HDC neighbouring councils.
- Chasing up of enforcement orders, amongst them EN/19/2019. The new owner of the site has re-applied for planning permission for the original site for four traveller pitches as the previous application had lapsed/ conditions were not met.
- Broadbridge Heath road works plans are completed. Councils were reminded that they can comment on infrastructure when development planning applications are made. Even if the development might be some distance away it could impact on our area locally.

West Sussex County Councillor Christian Mitchell reported on:

- The recent disappointing Fire and Rescue Service inspection by Her Majesty's Inspector of Fire and Rescue Services.
- Rudgwick Brickworks WSCC/040/19/RW is discussed at the West Sussex County Council Planning Committee Meeting 9.7.2019. The Council Planning Officer's recommendation is to refuse. HDC and Waverley Borough Council have concerns regarding landscaping and that the site may be used for waste disposal.

Cllr Maclachlan reported that this was not the case. Also, that if the application was refused, there would be a serious effect on accessibility to other parts of the site. HDC Cllr Landeryou is to speak in support of the application at the Planning Committee meeting. WSCC Cllr Mitchell confirmed that he would email/contact the Planning Committee regarding the council's comments and support for the planning application.

The Council and public were invited to ask questions, Cllr Kornycy asked WSCC Cllr Mitchell if he would be able to provide information of the Fire & Rescue Service response time for Rudgwick parishioners. WSCC Cllr Mitchell confirmed that the fire station is situated on the A24 with a satellite station in the centre of Horsham. He would seek clarification and feed back via the Parish Clerk. The information was **noted**.

West Sussex County Councillor Mitchell left the meeting at 7.25 pm.

FC072-19/20

**Public participation**

There were no speakers, and this was **noted**.

FC073-19/20

**Planning**

The following was reported:

Applications for Rudgwick Parish Council Meeting 8 <sup>th</sup> July 2019				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<a href="#">DC/19/1266</a> 18.06.2019	<b>Rudgwick Metals, Church Street, Rudgwick</b>	Non Material Amendment to approved application DC/16/2917 (Demolition of 2 x existing dwellings, industrial and agricultural outbuildings and erection of 55 dwellings, 3 x offices (B1 Use Class) and industrial building extension (B2 Use Class) with associated access, drainage and landscape works) Relating to removal of catslide roof and replacement with a gable elevation	<b>No objection</b>	Validated 18.06.2019 (Non-material amendment) no response date)
<a href="#">DC/19/1229</a> 18.06.2019	<b>Boreham House, Church Street, Rudgwick</b>	Erection of 3 No. two storey detached dwellings with associated parking and garage, landscaping and creation of hard-standing	<b>Objection</b> <b>On the grounds that it is felt that the footprint of the dwellings is too large (200 m<sup>2</sup> each) for the size of the plot. The</b>	<b>9<sup>th</sup> July 2019</b>

			<b>resulting over development is not in keeping with the area. Two dwellings or three smaller ones would be considered more appropriate.</b>	
<a href="#">DC/19/1150</a> 26.06.2019	<b>Hatches, Lynwick Street, Rudgwick</b>	Conversion of existing garage into guest annex with the installation of dormer windows and replacement windows and doors	<b>No objection With the condition that the guest annex is tied into the main property.</b>	<b>17<sup>th</sup> July 2019</b>
<a href="#">DC/19/1106</a> 27.06.2019	<b>Greathouse Farm, Lynwick Street, Rudgwick</b>	Erection of a single storey rear extension (Certificate of Lawful Development – Proposed)	<b>No objection</b>	<b>Not available</b>
<a href="#">DISC/19/0190</a> 25.06.2019	<b>Hermongers Deer Farm, Hermongers, Rudgwick</b>	Approval of matters reserved by condition 3(d) on <a href="#">DC/17/2354</a>	<b>No objection</b>	<b>18<sup>th</sup> July 2019</b>

**Current Planning Applications** were **resolved** unanimously (HDC Cllr/ Cllr Landeryou did not partake in discussion or voting on the above planning applications to ensure his impartiality at HDC planning meetings.) and **noted** for comment to Horsham District Council.

- ii) Comments made on **Delegated Planning Applications** under delegated powers as recorded in Clerk's Report were **noted**.
- iii) **The Schedule of Planning Decisions** made by Horsham District Council in respect of previous applications as recorded in Clerk's Report were **noted**
- iv) **Appeal notices** as recorded in Clerk's Report were **noted**.  
It was agreed for Cllr Kornicky, representing the Council, to attend the public enquiry for Application WA/2018/1109 as recorded in the Clerk's report.
- v) Enforcements issued by HDC as recorded in Clerk's Report were **noted**.  
EN/10/029 and EN/19/0057 were discussed and it was agreed for the Clerk to write to HDC Chief Executive regarding the issues that are experienced with enforcements. These are issued and when not adhered to, no further action seems to be taken by HDC. This often results in a negative outcome for neighbours and the wider community.

FC074-19/20

**Clerk's announcements/decisions**

Clerk's weekly updates as recorded in Clerk's Report and reported information was received and **noted**.

- Litter Warden has reported overgrowing vegetation from one of the Pathfield Close bungalow gardens. Saxon Weald has been contacted and their ground maintenance team alerted.
- Rudgwick Hall: blinds repaired on Monday 8 July, flooring to be repaired on Tuesday 9 July.

- Clerk is in the process of confirming requirements of accessibility legislation regarding the footpath from car park to tennis courts.
- A parishioner reported an increase use of the King George V field car park by commercial organisations. The Clerk to include this item on the September Meeting agenda.

FC075-19/20

### **Parish Council Representatives on Outside Organisations**

Reports from representatives were received and **noted**:

#### **HALC – Meeting 25<sup>th</sup> June 2019**

Cllr Thompson reported on various aspects of the meeting, the General Data Protection Regulations (GDPR) element being of most interest. As a result, the Clerk to:

- ascertain if councillors must register individually with the Information Commission Office
- Council's Freedom of Information policy to be revisited to incorporate as a matter of policy limits on time, money and volume of material that would be provided when a request was made.
- be aware of "GDPR assistance" supporting Freedom of Information compensation claims.
- contact ex-councillors to obtain written confirmation that they have destroyed/deleted all councillor activity documentation/IT information.

#### **Rudgwick Youth Centre – Meeting 8<sup>th</sup> July 2019**

Cllr Wild reported a successful meeting. After receiving information from Fields in Trust regarding requirements for drawing up a lease (time intensive and expensive) it was concluded that a more appropriate action would be a licence – to be reviewed when the Youth Centre refurbishments have been undertaken.

#### **Rudgwick Brickworks Liaison Group – Meeting 11<sup>th</sup> June 2019**

Cllr Maclachlan reported the issue of varying deliveries between April and June as a result of lack of development which meant no spoil, delaying the infill process.

At the northern extension trees suffering from ash die down are felled and to be replaced with broad leaved trees. A bat run will be created (although the recent bat survey indicated there were not bats).

Cllr Maclachlan also reported that the Matthews lorries currently using Church Street deliver to The Topiary and Farlington School sites. Some delivery companies pay drives by piece rate rather than a flat salary, this results in "shorter, quicker" routes taken.

FC076-19/20

### **Allotments**

Update was received and **noted** The Council is keen to meet demand but has no land or the ability to purchase some. It was proposed to recommend including land for allotments in the Neighbourhood Plan. This was unanimously agreed.

The Chairman is to pursue donations/ use of land by landowners/ parishioners with large gardens in his article in the Rudgwick Parish Magazine.

FC077-19/20

### **Accounts**

Information as recorded in the Clerk's Report was received and **noted**.

It was unanimously agreed to **resolve** to pay accounts presented:

Reconciliations April/May/June were approved and signed by Cllr Wild, Chairman of Finance, Policies and Human Resources.

Rudgwick Parish Council		
Payments to be made July 2019 statement		
Transaction Date	Transaction Description	Debit Amount
04.07.2019	Weald Services, cleaning June	£291.25
30.6.2019	Grasstex - minus credit note 90888 £52.80	£2,072.40
8.7.2019	Little Street Solar Panel rebate 75% of £2,194.82	£1,646.12
<b>TOTAL</b>		<b>£4,009.77</b>

FC078-19/20

**Path from KGV parking area to tennis court.**

Information as recorded in Clerk's report was received. It was **resolved** to appoint Grasstex to undertake the work at a cost of £1,190 VAT and to widen the path in the future, if required. This was unanimously agreed.

8.15 pm Cllr Brown left the meeting

FC079-19/20

**Tree Surgery Foxholes Copse/King George V field**

Information was received and **noted**. It was **resolved** to appoint a tree surgeon to undertake the work as specified in the Clerk's reports at a maximum cost of £2,500. All three companies are of good quality and the lowest/ value for money quote is to be accepted. This was unanimously agreed.

FC080-19/20

**Rudgwick Hall – replacement of microphone and receiver**

It was **resolved** to approve expenditure of £345.00 for the replacement of a microphone and receiver. This was unanimously agreed.

FC081-19/20

**Rudgwick Football Club**

Information as recorded in the Clerk's report was received and discussed. The Rudgwick Football club is to be charged for:

34 matches – field hire at £28.50 per match (four friendly matches not charged)

38 uses of the changing rooms/hot water at £10.00 per use

This is in line with other adult team charges.

8.57 pm The Chairman proposed to extend the meeting by half an hour; seconded by Cllr Landeryou and unanimously agreed.

Use of changing rooms and field for training sessions included in the 2019/20 annual charge. Invoice will be split into two equal payments: first payment by 31<sup>st</sup> December 2019, final payment by 30<sup>th</sup> April 2020. Late payment will attract a 5% penalty.

The Council will have three annual inspections of the changing rooms, dates to be agreed and adhered to by cricket and football teams.

Clerk to take appropriate actions.

It was **resolved** to approve charging Rudgwick Football Club (RFC) £1,300.00 for field hire/use of changing rooms for the 2019/20 season; and for the Clerk to pursue applying for a grant to replace goal posts and sockets in support of the RFC. This was unanimously agreed.

FC082-19/20

**Rudgwick Community Winter Resilience plan 2019/20**

It was agreed for the Community Resilience and Emergency Planning Committee and Clerk to update the 2018/19 plan in readiness for submission to WSCC later this year.

