

# Rudgwick Parish Council

## Weekly Clerk's Update 7 – 12 January 2020 (Agenda February 2020)

**To:** Parish Councillors

c.c: Christian Mitchell (West Sussex County Councillor)  
Richard Landeryou (Horsham District Councillor)

**From:** Jonna Foote

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The weekly update provides information regarding:

- Announcements/delegated decisions by the Clerk
- Planning information
- Correspondence/communications from parishioners
- Correspondence/communications from outside organisations

### **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)
- NALC (National Association of Local Councils)
- SSALC (Surrey and Sussex Association of Local Councils)
- WSCC (West Sussex District Council)

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### **Clerk's announcements/delegated decisions**

- Valens Water inspection has taken place, action plan to follow although already advised that Rudgwick Hall water tank is not compliant to current legislation.
- Rudgwick Neighbourhood Plan consultation – those organisations that require to be contacted have been contacted (where contact details were available).
- New key lock has been installed in King George V building, keys distributed to users (deposit of £30.00).
- KGV Building solar panel feeding tariff payment of £590.41 (16.9-9.12.2019) has been received.
- Lights tripping in RH, TMS replaced 2 fittings in the hallway.
- Neighbourhood Planning Programme, funded by the Ministry of Housing, Communities and Local Government, have offered Rudgwick Parish Council a grant of up to a maximum of £3,000.00.
- Peter Allan, Sussex Police, has asked if the PC would you like a representative to attend the APM in March, to be discussed RPC meeting 13.01.2020

## Planning

Applications for Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date

## Decisions

HDC Decisions – Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date

## Appeals

Appeals Lodged / Appeals Decided – Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020				
Application No	Applicant	Reason for Application	RPC Recommendation	Public Inquiry/Written Representation

## Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
<a href="#">DC/19/2412</a>	Tittlesfold Farm, The Haven, Billingshurst	Demolition of 2no. barns, removal of caravan, and the erection of a two storey dwelling	Objection	21.01.2020

## Enforcement Numbers

Enforcement Numbers – Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020	
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Correspondence/communications from parishioners / to the Council

- 

Correspondence from outside organisations:

06.01.2020, Email from WSCC

Town & Parish News

# TOWN AND PARISH NEWS

Working together on behalf  
of our communities



Issue 10 | January 2020

Are you #WinterReady?



Our latest campaign, #WinterReady, has now launched - aimed to inform residents of ways they can stay safe and well throughout winter.

As a council, many of our services do fantastic work to support those living, working and visiting West Sussex. However, there are many ways that residents can support themselves too.

Please feel free to share our campaign page - [www.westsussex.gov.uk/winter](http://www.westsussex.gov.uk/winter) - far and wide, among residents who may find it useful!



## New Health and Wellbeing Board newsletter

published.

The first edition of the new [West Sussex Health and Wellbeing Board newsletter](#) has been

This will be a rolling publication, with each edition exploring the themes discussed at quarterly Board meetings, providing key facts and figures on the health and wellbeing of our local population in West Sussex.

It will also provide updates on the progress being made towards delivering the priorities identified within the recently refreshed [West Sussex Joint Health and Wellbeing Strategy 2019-2024](#).

To sign-up to the newsletter, please email our Public Health Lead, [Alison Thomson](#).



## Financial advice from Age Well campaign

We are seeing in the new year by sharing lots of tips on the many ways that you can be financially stable when growing older.

As part of our Age Well campaign, we're keen to encourage older residents to get the right money advice in order to live better, worry less and have peace of mind.

For more information, visit [www.westsussex.gov.uk/agewell](http://www.westsussex.gov.uk/agewell).

## Our latest communication campaigns

Take a look at three of our latest communication campaigns:

- [Winter Ready](#)
- [Age Well](#)
- [Flooding update](#)

Feel free to share these links, and the information contained within, to help keep your residents updated and informed.



Views are being sought on proposed school admissions arrangements for September 2021/22.

We are proposing to change the catchment area for residents of Kilnwood Vale Development, to give priority to children of school staff and to give priority to children placed under a Special Guardianship Order who have not previously been in local authority care.

The consultation closes on 31 January 2020.

- [School admission arrangements for 2020/21](#)

[Go to the Have Your Say Consultation Hub](#) for details of all of our current consultations.

Your Voice: The People's Panel

Alternatively, encourage your residents to join **Your Voice: The People's Panel** where they'll be regularly consulted about a number of important local issues. Once registered they'll receive links to surveys, reports and outcomes and occasionally links to other public surveys.



[Find out more information and subscribe here.](#)



Get in touch!

If you have any questions about what you've read, or you'd like to share some of the work your town or parish council is doing for us to highlight in future newsletters, email us at:

[townandparishcouncilnews@westsussex.gov.uk](mailto:townandparishcouncilnews@westsussex.gov.uk)

Follow us on social media

Don't forget you can also follow West Sussex County Council on social media for all the latest news and updates. Just click on one of the social media links at the bottom of this email.



Do you have an event coming up?

If you would like to promote an event in your area you can use the [events calendar](#) on our website.

You can search for West Sussex events [here](#).



06.01.2020, Email from HDC  
News from Horsham District Council

# Our District



Horsham  
District  
Council

News from Horsham District Council  
Winter 2020

**New Discovery Trail at  
Warnham Local Nature  
Reserve, have you  
been yet? p7**

**Got your tickets  
for our Community  
Lottery? p11**

**Have your say on  
our Local Plan p12**



 Follow us on Twitter @HorshamDC

 Find us on Facebook/HorshamDC

[Read it here](#)

## In this edition

The winter 2020 edition of Our District residents' magazine features details about our Local Plan review and how the Council is meeting the Government's housing targets for the Horsham District. The development of the Plan offers the opportunity to residents to have their say about housing and infrastructure.

### Also featured in this edition:

- Our new [Discovery Trail at Warnham Local Nature Reserve](#) is now open for visitors, young and old alike
- The launch of our new [Discover Horsham District website](#) providing key information to help residents and visitors make the most of our towns and villages. Also we welcome our digital visitor information screens across some 11 locations district-wide.
- How local community groups are now benefitting from the [Horsham District Community Lottery](#).
- A spotlight on our planning enforcers – what they do, and how their work helps you.
- What we are doing as a council to tackle climate change and how you can do your bit.
- An opportunity to share your views and [complete our survey](#) on crime and disorder in our District.

Many thanks to all contributors and also to the advertisers in this edition.

The cost of producing and distributing the magazine to almost all homes in the 205 square miles of Horsham District continues to be low thanks to advertising income and reduced production costs.

### Stay connected



Parkside, Chart Way, Horsham,  
West Sussex,  
RH12 1RL



Horsham  
District  
Council

### 06.01.2020, Email from HDC

#### Horsham District Older Peoples Forum - 2020 meeting dates

Dear valued supporter of older people,

The Horsham District Older Peoples Forum continues to go from strength to strength and doing its part for our local older community. If you are not sure just what that means then please, have a quick look at our [website](#).

Are you aware of what the local older people are talking about or what issues concern them locally? Have your finger on the pulse? Want to raise an issue? Have something you want to raise, an issue or a service you provide to tell us about? Our public meetings are always friendly, informative and interesting.

Our next free to take part public meeting is on **Wednesday 4th March 2020**. 10am free tea/coffee and then 10.30am - 1pm which goes all too quickly & is never enough time. We have guest speakers, Paul Isaacs of OTUS Live in Care & Trustee of Carers Support West Sussex & Clare Jones, Tapestry Lunch Club and time for discussion.

**Venue:** The Andrew Hall, Red Lane, Shipley, RH13 8PH

Following meetings:

Wednesday **3rd June 2020** Billingshurst Centre, Roman Way Billingshurst RH14 9QW

Tuesday **1st September 2020** Rudgwick Village Hall, Guildford Road, Bucks Green

The Forum and local older people cannot thank you enough for your continuing support. Please, put these dates in your busy diaries NOW.

We look forward to seeing you at our meetings. Individuals involvement, views, opinions and input makes such a difference. If you know of someone local, 60 +, or who cares for someone that is, please suggest that they also come along to our meetings.

*Thank you again.*

Martin Bruton, Chairman

[Horsham District Older Peoples Forum](#)

07840 966124

**08.01.2020, Email from HDC  
Districts Safe & Wellbeing Partnership**

Dear Parish Clerk and Chairman,

**Please share your views on crime and disorder in the District**

Horsham District Council is a lead member of the District's Safe and Well Partnership and part of our work is to engage with residents across the District to gather views on crime and disorder.

Please take the time to complete a short survey on this, and encourage your parish residents to do so also. It will only take approximately 10 minutes to complete.

The deadline is Sunday 16 February and all completed surveys will be entered into a prize draw for a £100 gift card that can be spent in local shops.

Topics in the survey include:

- how safe you feel
- whether you have been a victim of a crime
- what you feel are the main causes of crime
- what you feel the Safe and Well Partnership should be focusing on

Your answers will enable the Partnership to respond to your concerns by prioritising the key areas identified by you, as residents.

The survey is anonymous but if you would like to be entered into the prize draw, you will need to leave either a phone number or email address so you can be contacted.

If you would prefer a paper version, please email [communitysafety@horsham.gov.uk](mailto:communitysafety@horsham.gov.uk) or call 01403 215173 .

Complete the online survey [www.horsham.gov.uk/crime-survey](http://www.horsham.gov.uk/crime-survey)

Thank you. Kind regards, Sarah.

**Sarah Hogben**

Communications and Marketing Officer

**Telephone:** 01403 215242

**Email:** [Sarah.Hogben@horsham.gov.uk](mailto:Sarah.Hogben@horsham.gov.uk)



**06.01.2019, Email from WSCC**

**West Sussex Joint Minerals Local Plan**

In partnership, West Sussex County Council and the South Downs National Park Authority have prepared a Proposed Submission Draft Soft Sand Review of the [West Sussex Joint Minerals Local Plan](#), as required by Policy M2 of the adopted Plan.

The Soft Sand Review is being published prior to its submission to the Secretary of State to allow representations to be made on its 'soundness' and legal and procedural compliance. Representations can be made up until 11.59pm on Monday 2 March 2020.

Attached to this email is a covering letter providing further information, as well as our Statement of Representations Procedure.

For further information on the West Sussex Joint Minerals Local Plan, please visit [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

Kind regards,

Planning Policy and Infrastructure Team.

**09.09.2020, Email from HDC**

**Latest News**



# Latest news

and information



## Stay informed about the Horsham District Local Plan Review

We're planning for the future by reviewing and developing a new Local Plan for the District, and we need your help.

The Government requires all local planning authorities, including Horsham District Council, to build a significant number of new houses in the coming years.

This presents the Council with enormous challenges. The Horsham District Local Plan will set out how the District will deliver these developments in a sustainable way. It will address climate change issues and support the delivery of community infrastructures, transport links and opportunities for local, well paid jobs.

The new Local Plan will guide development in the District until 2036. [Find out more about the Horsham District Local Plan on pages 12-13 of Our District magazine.](#)

### Stay informed

We will be consulting on the first draft of the Horsham District Local Plan 2019-2036 in February-March 2020. Your involvement in this process is very important to us. Sign up for email updates using the button below to stay informed.

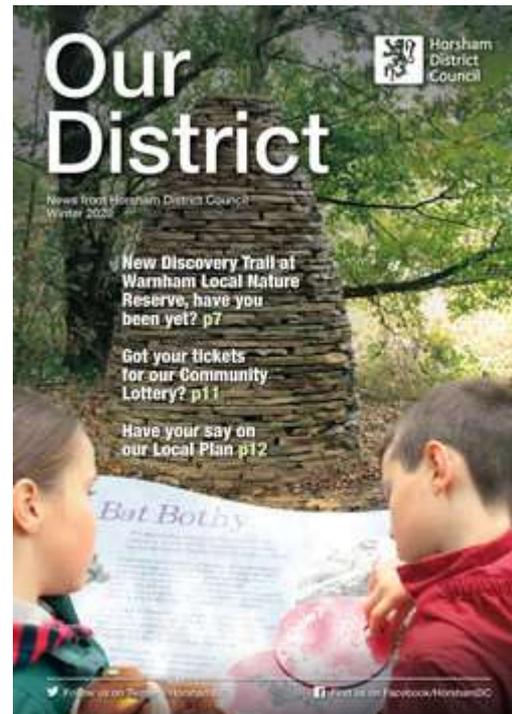
[Sign up for updates](#)

## Our District winter 2020 out now

Grab yourself a coffee, the winter 2020 edition of Our District magazine is out now for you to read.

This edition features details about our Local Plan review, our new [Discovery Trail](#) at Warnham Local Nature Reserve, the launch of our new [Discover Horsham District website](#), how local community groups are now benefiting from the [Horsham District Community Lottery](#), a spotlight on our planning enforcers, what we are doing as a council to tackle climate change and an opportunity to share your views and complete our survey on crime and disorder in our District.

[Read it now](#)



## Share your views on crime and disorder

The Council is a lead member of the local Safe and Well Partnership and in order to plan and implement key priorities, we need to engage with residents across the District to gather their views on crime and disorder.

We have created a short survey which should take approximately 10 minutes to complete. Your answers will enable the Safe and Well Partnership to respond to your concerns by prioritising the key areas identified by you, as residents.

[Answer the survey](#)



# Weight Off Workshops

Brand new for 2020! The all new Weight Off Workshop (WOW) – offering a 12 week workshop with different options depending on your needs, starts this year.

The workshops are focused on nutrition and healthy eating plus learning strategies to help you change habits and behaviours to live a healthier lifestyle. You can also opt for a workshop that includes a gentle introduction to exercise.



[Book your free place](#)



## New table tennis opportunities for the New Year

Horsham Table Tennis Club in conjunction with Horsham District Council is geared up to offer more opportunities to cater for players of all types and levels in 2020.

[Read more](#)



## Using drones in Horsham District

Many people, including children, may have received a drone or model aircraft for Christmas and we are providing advice about new legislation governing the use of drones to help keep everyone safe.

[Read more](#)

07.01.2020, Email from WSCC  
Town & Parish News

# TOWN AND PARISH NEWS

Working together on behalf  
of our communities



Issue 11 | January 2020

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## Representations invited on the Soft Sand Review of the West Sussex Joint Minerals Local Plan

West Sussex County Council and the South Downs National Park Authority are asking for views on a revised soft sand strategy for the Joint Minerals Local Plan.

A new soft sand quarry outside the National Park, at Ham Farm near Steyning, is proposed for allocation.

There are also two proposed extensions to existing soft sand quarries within the South Downs National Park at Chantry Lane (near Storrington) and West Heath (near Rogate).

Stakeholders and members of the public are being asked for their representations on the soundness, legal and procedural compliance of the review by **2 March 2020**. Have your say by [completing the consultation](#).

More information on the proposals can be found on our [website](#).



Having trouble viewing this email? [View it as a Web page.](#)

## Winter in West Sussex

Thank you for subscribing to receive our [extreme weather alert](#) emails.

Although the weather is rather mild at the moment, we thought you may be interested to hear about some of the winter-related services we offer.

We're sharing some general tips and advice below which can also be found on our [website](#).

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## [Watch our #WinterReady video](#)

Wondering what winter services we offer? Click on the image below to see what we mean by #WinterReady:



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## Get ready to recycle



Over the winter months we recycle around 10,000 tonnes of paper and card, at our Household Waste Recycling Sites and via your home recycling collections.

Staff at our Materials Recycling Facility will be working extra shifts to process your recyclable wrapping paper, cardboard boxes, and Christmas cards.

You can help us by making sure your recycling is clean, dry, and loose. Please don't leave any recyclable materials outside of the bin as if it gets wet it won't be able to get recycled. If you're unsure whether you can recycle your wrapping paper do the scrunch test. If the paper stays scrunched then it's okay to go in the recycling.

Don't forget extra recycling that you can't fit into your recycling bin can be taken to your [Household Waste Recycling Site](#). Remember to take some [ID to prove you live in West Sussex](#).

A full [A-Z of what can and can't be recycled](#) can be found on the [West Sussex recycles website](#).

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## Keep healthy and well throughout winter



Looking after our health and keeping well is even more important during the cold winter months. We also know that older residents can feel more socially isolated during winter and we are encouraging more people to join a group or club to build their social circle. You'll find lots of information and contact details for organisations across West Sussex on our [Age Well](#) campaign pages.

Other ideas include ordering our [Meals on Wheels](#) service which delivers hot and nutritious food to vulnerable residents in their own homes 365 days a year. More than just a meal though, it provides the peace of mind that comes from regular safe and well checks by the dedicated team of delivery drivers who also offer a friendly face and regular company to their customers.

It's also important to make sure you or your family have had the **flu** jab. It's free for everyone who has a long-term condition, are over 65 or have young children.

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## Save time and stay safe online



Over the winter period we can receive many phone calls from residents to our contact centre and answers to many of these questions can often be found on our [website](#).

Using our website you can report [problems with roads](#), [apply for a child's school place](#), [find information about a local library](#), [access registration services](#) and much more.

If you're nervous about going online, our Community Safety and Wellbeing service have put together some expert, [easy-to-follow safety tips](#) to help protect you from falling victim to seasonal scams. Better yet, these tips can be used 365 days a year.

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## Further Information

For more top tips for staying #WinterReady click on the image below



### 10.01.2020 Email from NALC Chief Executives Bulletin

#### Happy New Year and chairman's open letter

This is my first bulletin of the 2020, so on behalf of everyone at NALC I'd like to wish you a very happy and prosperous New Year! And in case you missed it just before Christmas, our chairman, Cllr Sue Baxter, wrote a [New Year open letter to all councillors](#) about working together to build stronger communities. Sue's letter pays tribute to the work of councillors, explains how local (parish and town councils) can be the centre of community power, and issues two challenges for the decade ahead to both the sector and the

government.

### **Meeting with government officials**

We had a good meeting with senior civil servants working on the new government's communities agenda on 7 January, coming just weeks after the General Election, here are some key points:

- They are starting work on a devolution white paper, which I am sure you would agree that we will want to have a significant input to, and we will be putting together a task and finish group to oversee our input to this as a major priority for NALC over the coming months
- We outlined the role the sector could play in delivering many of the Conservative Party's manifesto commitments, and our willingness to build on relations developed with previous governments around the localism agenda. They confirmed that early indications from the Government were that they would continue the direction set out in the [Communities Framework](#) published in July; as you know we welcomed this especially the commitments to improve the community governance review process and continue to devolve and strengthen the sector
- We flagged up concerns that the sector had been overlooked in some recent grant funding schemes such as for town centres and parks, and we wanted to access a number of the funding streams referred to in the manifesto
- We stressed the importance of an early ministerial meeting with Sue, which they agreed to raise
- All in all this was a very encouraging and early start to engagement with the new government.

### **Council tax referendum principles**

More positive news as the government is proposing to continue with no council tax referendum principles for local councils in the next financial year, in response to our continued lobbying on this important issue. You can read more in the [provisional local government finance settlement 2020-21](#) which was published on 20 December. I was particularly pleased to see [the secretary of state reply to our tweet](#) welcoming the announcement and stating "town and parish councils play a crucial role in our communities." Nevertheless, I do want to draw to your attention that the consultation document also says "The government remains concerned about the pressure placed on taxpayers by parish and town councils across England and continues to expect them to exercise restraint in 2020-21." and that "The government will keep this matter under active review for future years." Rest assured this will be one of the top issues we will be engaging with the secretary of state about this year!

### **Meeting with British Toilet Association**

With the toilet tax still among our key campaigns, Chris Borg, policy manager, met with Raymond Martin and Cllr Roger Berry from the British Toilet Association (BTA) on 7 January at the NALC office, here's a summary:

- There was unanimous agreement the 'toilet tax' campaign was an important plank of NALC's overarching work on health and wellbeing, and that public convenience provision was part of a vital social inclusion agenda which the new government should hopefully be receptive
- BTA are expecting to attend NALC's [Spring Conference](#) in London on 17 March 2020 given the focus on building healthy communities
- It was noted NALC's Policy Committee would be shaping next steps on the campaign at their forthcoming meeting, and BTA offered their support to the campaign including with a possible sector survey to gather updated intelligence for use as part of our lobbying

### **NALC Study Tour programme announced**

Today we [announced our programme of three study tours](#) taking place in 2020/21 focussing on the themes of health and wellbeing, climate change and strategic planning. These events are an excellent opportunity to learn, gain knowledge, share good practice and network – places are limited so book early to avoid missing out.

### **Village Halls Week — 20-26 January**

Village Halls Week ran for the first time in 2018 is an annual and national celebration of rural community spaces and the people whose time and dedication keep them going. Organised by colleagues at ACRE, the campaign runs in January and sees a huge variety of events happening across England – you can find out more information including how to get involved (please do!) [here](#).

### **Out and about**

Our head of member services, Charlotte Eisenhart, was in Abergavenny on 8 January for a meeting of the Welsh National Training Advisory Group (their equivalent of the Improvement and Development Board) which is made up of One Voice Wales, Society of Local Council Clerks, Welsh Government, Welsh Local Government Association and NALC. The meeting focussed on renewing their training strategy for 2020 – 2025, topics included the vision for the sector, training for clerks and councillors, behaviours, diversity, finance, governance, and climate change.

- As you probably know, the lighting company Blachere Illumination are one of our partners/sponsors, and on 6/7 January our head of policy and communications attended and contributed to their annual staff summit in Blackpool. Justin gave a talk on our work including highlights of the last year, priorities for the next few years

and trends in the sector; and played the role of Fiona Bruce in chairing a Question Time style panel which covered a wide range of subjects such as HR issues, Brexit, Scottish independence, climate change, IT and technology. With climate change such a hot topic at the moment, I'm delighted Blachere Illumination is committed to helping the environment through their industry leading [BIOPRINT](#) decorations material made of sugar cane which is biodegradable, so do check that out.

#### **And finally...**

I was pleased to see [this photograph](#) of The Princess Royal taken at last year's NALC Annual Conference included in photographer Paul Clarke's [blog](#) looking back on 2019.

### **10.01.2020 Email from Gatwick Airport Ltd Public Consultation event for Parish Council**

Dear Town and Parish Councils

Gatwick Airport's recent Master Plan for the airport's future growth was shaped in response to Government policy calling on UK airports to 'make best use of their existing runways'. Following 12 weeks of public consultation, which saw over 5,000 responses from local residents, community groups, businesses, councils and other key partners, 66% of respondents supported Gatwick's plans to make best use of its existing runways.

In light of this strong support, Gatwick has now started the process to bring its existing Northern Runway into routine use by notifying the Planning Inspectorate of its intention to prepare an application for development consent. We are carrying out further surveys to assist with the preparation of the required Environmental Impact Assessment and have begun to actively engage with public bodies and statutory consultees. The next stage of formal public consultation is likely to take place in Spring 2020 and we will of course, be publicising dates in advance as well as setting out how and where we will carry out consultation.

Ahead of that full and thorough public consultation, we appreciate that the local community will wish to learn more about the rigorous statutory planning process that the Northern Runway project will be subject to. We are therefore arranging a series of events where Parish Council, Town Council, and neighbourhood group representatives can learn more about Gatwick's Northern Runway project and how they can engage with the forthcoming planning process. We would like to invite you to a roundtable meeting with neighbouring parishes:

Date: Thursday 5<sup>th</sup> March 2020

Time: Tea and coffee from 5.30 p.m. with a 6.00 p.m. start

Location: Gatton Manor Hotel, Standon Lane, Ockley, Dorking RH5 5PQ

We want each town and parish to have a voice and for that voice to be heard and therefore for ease of conversation we are limiting attendance to no more than two representatives from each

council/group. Please be assured that those attending will be provided with information and materials to share with members of their community following the meeting.

The agenda will include a short overview of the scheme, followed by a more detailed introduction to the planning process and specifically how communities can engage in the public consultation. We will ensure that the agenda will allow time for questions and discussion as this provides an important opportunity for us to understand the key areas of interest from community representatives. Please note that the agenda will not include detailed information on the scheme impacts, benefits or potential mitigation measures as this information is currently being prepared in anticipation of a full and detailed public consultation later this year.

We would be grateful if you would register those attending by emailing [community@gatwickairport.com](mailto:community@gatwickairport.com)

Kind regards,

**Alison Addy**

Head of Community Engagement