

# Rudgwick Parish Council

## Weekly Clerk's Update 13 - 19 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

- Reported fallen tree (Tuesday evening 10 pm) at KGV field was removed by tree surgeon.
- KGV changing room ceiling work (paint/mould damage) being undertaken.
- Rudgwick Hall electricity repair completed.
- Scottish and Southern Electricity have confirmed that work (pruning of trees close to electric cables) will commence within the next four weeks, clerk will receive 24 hours' notice.
- Rudgwick Hall kitchen deep cleaned.
- Valens reports concerning water safety at parish council's premises have been received and will be forwarded to councillors.

### Planning

Delegated Applications for noting at Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<a href="#">DC/20/0012</a>	Holy Trinity Church,	Surgery 7 x Hornbeam (Work to trees in a Conservation Area)		28.01.2020

	Church Street, Rudgwick			
<a href="#">DC/20/0039</a>	Morelands Barn, Naldretts Lane, Rudgwick	Conversion of barn to a dwelling and erection of a single storey rear extension		03.02.2020
<a href="#">DC/19/2487</a>	Southdown House, Church Street, Rudgwick	Replacement of existing entrance gates		06.02.2020
<a href="#">DC/20/0065</a>	12 Cape Copse, Rudgwick	Fell 1 x Group of Hornbeam & surgery to 4 x Oak Trees		06.02.2020
<a href="#">DC/20/0090</a>	The Old Cottage, Bucks Green, Rudgwick	Erection of a first floor rear extension (Householder)		06.02.2020
<a href="#">DC/20/0091</a>	The Old Cottage, Bucks Green, Rudgwick	Erection of a first floor rear extension (Listed Building Consent)		06.02.2020

### Decisions

<b>HDC Council Decisions – Rudgwick Parish Council Meeting 10<sup>th</sup> February 2020</b>				
<b>Application No</b>	<b>Applicant</b>	<b>Reason for Application</b>	<b>RPC Recommendation</b>	<b>HDC Decision</b>
<a href="#">DC/19/2309</a>	Sussex Topiary, Naldretts Lane, Rudgwick	Change of use to four pitch settled gypsy site along with the formation of hardstanding and utility/day room buildings	Objection	<b>Refused</b>

### Appeals

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

### Applications going to Committee

<b>Applications going to Committee – Rudgwick Parish Council Meeting 10<sup>th</sup> February 2020</b>				
<b>Application No</b>	<b>Applicant</b>	<b>Reason for Application</b>	<b>RPC Recommendation</b>	<b>Planning Committee Date</b>

## Enforcement Numbers

Enforcement Numbers – Rudgwick Parish Council Meeting 10 <sup>th</sup> February 2020	
<a href="#">EN/20/0005</a>	<b>Alleged: Breach of condition 10 of DC/19/1362 (working hours)</b> Sussex Topiary, Naldretts Lane, Rudgwick <b>(Case Closed)</b>
<a href="#">EN/20/0004</a>	<b>Alleged: Operating holiday let from residence</b> Keepers Cottage, Near Tittlesfold, The Haven, Billingshurst <b>(Pending Consideration)</b>

## Correspondence/communications from parishioners / to the Council

### Correspondence from outside organisations:

**13.01.2020, Email from HDC**  
**JAG Meeting 28 January 2020**

Dear all,

In advance of the next JAG meeting, due to be held on 28 January, I am pleased to provide a link to the reporting form for Parish issues.

If your parish has any issues to raise, please complete the following form to report community issues for consideration by the JAG membership.

Please note that the JAG meetings are to discuss **crime and anti-social behaviour only**. For road safety/speeding issues and for the state of roads/pavements please contact WSCC.

**\*Note that this form in no way replaces the need to contact Sussex Police or the other emergency services in real time on either 999 or 101 for non-emergencies.\***

[http://ebusiness.horsham.gov.uk/outreach/COM\\_JAG.ofml](http://ebusiness.horsham.gov.uk/outreach/COM_JAG.ofml)

Many thanks,

Debra

**13.01.2020, Email from SALC**  
**SSALC Training**

### **Upcoming SSALC Training and Events**

#### **Councillors Briefing & Awareness**

**Tuesday 11<sup>th</sup> February 2020** - 1800 until 2100  
Uckfield Civic Centre, Uckfield

**Tuesday 25<sup>th</sup> February 2020** - 1800 until 2100  
Avisford Park, Arundel

**Tuesday 10<sup>th</sup> March 2020** - 1800 until 2100  
Mercure Box Hill, Dorking

[details, booking form & further Councillors training](#)

#### **Chairmanship, Governance & Meetings**

**Thursday 27<sup>th</sup> February 2020** - 1000 until 1500  
Sackville House, Lewes

[further details, dates & booking form](#)

#### **Local Government Finance Workshop for Councillors**

**Wednesday 4<sup>th</sup> March 2020** - 1800 until 2100  
Wellshurst Golf Club, Hailsham

**Thursday 5<sup>th</sup> March 2020** - 1800 until 2100

Mercure Box Hill, Dorking

**Thursday 19<sup>th</sup> March 2020** - 1800 until 2100

Avisford Park Hotel, Arundel

[further details, dates & booking form](#)

**Year End Finance**

**Wednesday 12<sup>th</sup> February 2020** - 1000 until 1300

Sackville House, Lewes

**Tuesday 18<sup>th</sup> February 2020** - 1000 until 1300

The Crowne Plaza Hotel, Felbridge

**Thursday 20<sup>th</sup> February 2020** - 1000 until 1300

Billingshurst Community Centre

[details, booking form & further finance training](#)

**Essential VAT**

**Tuesday 10<sup>th</sup> March 2020** - 1000 until 1300

Sackville House, Lewes

[details, booking form & further finance training](#)

**15.01.2020 Email from WSCC**

**WSCC Recruitment Fair**



# RECRUITMENT FAIR

**THERE ARE 284 SCHOOLS IN WEST SUSSEX  
LOOKING FOR SOMEONE LIKE YOU**

**Saturday 1 February 2020 » 10am-2pm**

Premier Lounge at Fontwell Park Racecourse, BN18 0SY

**Saturday 8 February 2020 » 10am-2pm**

Ifield Community College, Crawley, RH11 0DB

**[WWW.WESTSUSSEX.GOV.UK/JOBSINSCHOOLS](http://WWW.WESTSUSSEX.GOV.UK/JOBSINSCHOOLS)**



**Whether you are new to teaching,  
want to train to teach or looking for  
a new career, your local school may  
be the answer.**

**Lesley Sim**  
Head of Libraries, Heritage & Registration  
03302 224786 (Direct)  
01243 816752 (Fax)  
lesley.sim@westsussex.gov.uk  
www.westsussex.gov.uk

Library Service  
Willow Park  
4B Terminus Road  
CHICHESTER  
West Sussex  
PO19 8EQ



Rudgwick Parish Council  
Mrs. J Foote-Kortland, The Clerk  
Parish Office, Rudgwick Hall,  
Bucks Green  
Rudgwick, Horsham  
West Sussex  
RH12 3JJ

10 January, 2020

Dear Mrs. J Foote-Kortland,

As you may already know, in October our Mobile Library vehicle that serves your parish was deemed to no longer be roadworthy. We reached this decision following advice from our colleagues in West Sussex County Council Transport Services, who have overall responsibility for assessing the roadworthiness of the council's fleet of vehicles.

On the 3<sup>rd</sup> December the West Sussex Cabinet took the decision to cease the service following a five week consultation.

We engaged with customers at each stop during November and December with the aim of finding an alternative solution. In your area, 6 residents used the service of which 3 also use a static library.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'Lesley Sim'.

Head of Libraries, Heritage & Registration

**16.01.2020, email from WSCC  
Temporary Road Closure**



# PUBLIC NOTICE

## WEST SUSSEX COUNTY COUNCIL TEMPORARY TRAFFIC REGULATION

### LYNWICK STREET, RUDGWICK

NOTICE IS hereby given that in pursuance of the provisions of Section 14(2) of the Road Traffic Regulation Act, 1984, as amended, the use of (and parking on) **Lynwick Street, Rudgwick** from junction with **Church Street** to junction with **Guildford Road** is temporarily prohibited from **3/02/2020 09:30am** until **3/02/2020 15:00pm**.

**The restriction will be in place day-time only 09:30am – 15:00pm.**

This closure is necessary to allow **Balfour Beatty** to carry out pothole repairs.

Emergency vehicle, Residential and Pedestrian access will be maintained at all times

The alternative route for traffic will be signed on site

This restriction will be effective for a maximum of 5 days from the start date given above

Any queries about the effect of the closure on traffic using the highway please contact West Sussex County Council on 01243 642105

Any queries about the works please contact **Balfour Beatty** on **01243 642105**

Dated **16 January 2020**

Matt Davey  
Director of Highways, Transport and Planning



17.01.2020 Email from WSCC  
Cold Weather Alert



[www.westsussex.gov.uk](http://www.westsussex.gov.uk)

## Incident Information from WSCC Resilience and Emergencies Team



The Met Office has issued a Level 2 Cold Weather Alert.

There is a 70% probability of severe cold weather/icy conditions/heavy snow between 1800 on Sunday 19 Jan and 1800 on Tuesday 21 Jan in parts of England. This weather could increase the health risks to vulnerable patients and disrupt the delivery of services.

View the full warning at the [Met Office Cold Weather Alert](#) site.

**Cold weather can affect your health. The people most likely to be affected are the elderly, the very young, and people with pre-existing medical conditions.**

If you know or look after someone that may be susceptible to the effects of this cold weather period please help make sure that they stay warm and well, and if possible check in advance that they are prepared for this cold spell.

- Stay tuned in to weather forecasts
- Check room temperatures and maintain it at 18C or warmer
- Keep warm and active and if you have to go out dress warmly and wear non slip shoes.
- If you are concerned about your own health or welfare or that of others please alert the [emergency services](#).

For more information

- Met Office [Cold Weather Alert](#)
- NHS [Keep Warm Keep Well](#) leaflet
- WSCC [Dealing with extreme weather](#)
- WSCC [Preparing for emergencies](#)
- WSCC [Report a road and footway issue](#)
- WSCC [Winter Ready](#)
- Follow us on Twitter for regular updates [@WSCCNews](#) [@WSCCResilience](#) [@wpublichealth](#)

Follow the Resilience and Emergencies Team on [Twitter](#) and [Facebook](#).

Or find out more at the [West Sussex County Council website](#).

[Manage your preferences](#) | [Help with your account](#)





# Latest news

and information

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## Discover Horsham District at the touch of a button



Introducing [Discover Horsham District](#), a website full of ideas and information to help you make the most of our towns, villages, attractions and countryside all year round.

Whether you have lived in Horsham District all your life or have just moved to the area, our new tourism website will help you to enjoy all that the District has to offer. [Sign up to our free email updates](#) and get a monthly dose of inspiration straight to your inbox.

[Visit website](#)

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## New event experiences for Horsham in 2020

Once again, Horsham residents and visitors can look forward to a vibrant town centre programme of over 150 free events, markets, concerts and activities throughout 2020 co-ordinated by the Council and its many and varied commercial and community partners.



[Read more](#)

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## New affordable homes for Horsham District



Plans for 48 new affordable homes in the centre of Horsham have been given the green light. The proposal in partnership with housing association **Saxon Weald** will see Page Court in Livingston Road, a 1970s block of 42 bed-sit units, replaced with 40 flats in addition to eight terraced houses fronting onto Park Terrace East.

The affordable rented units will greatly help reduce the number of local households on the Horsham Housing Register with an identified housing need.

[Read more](#)

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## Free advice at our business drop-in



**Tuesday 18 February 11am-3pm**

Come along to the Horsham District Council offices on 18 February to get your questions about starting, growing or running a business answered - anything from planning consents required, licences, disposing of commercial waste to funding and grants available.

No need to book, just turn up. Meet officers from our Council departments as well as representatives from business partnerships and business-focused organisations.

[Event details](#)

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## New instructor for strength and balance exercise programme

2020 sees our Health and Wellbeing team welcome a new instructor to its Strong and Steady exercise programme.

Gill Constable has joined the Health and Wellbeing team with a wealth of experience in delivering group exercise programmes

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## The art of Charcuterie: a presentation and demonstration

**30 January 2020 Parkside, Horsham**

The Council's Food Safety team is bringing together experts in charcuterie, salumi and antipasto from manufacturers and eateries across Sussex, with demonstrations in Horsham being open to both local business

and a specialist LaterLife qualification in postural stability instruction.

and the general public to learn more about this specialist food type.

[Read more](#)

[Event details](#)



*Stay connected*

[f](#) [t](#) [in](#) [v](#) [i](#)

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



**Horsham  
District  
Council**

**16.01.2020, email from HALC  
HALC Meeting 27<sup>th</sup> January 2020**

You are invited to the next meeting of

## **Horsham Association of Local Councils:**

**Monday 27 January 2020**

7.30pm – 9.30pm

**at Coolham Village Hall**

Billingshurst Road, Coolham RH13 8GN

Agenda to follow soon

**15.01.2020 Email from HDC  
Recycling News**



# Recycling and waste news

for the Horsham District

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## Up your recycling game in 2020

2020 is the year to up your recycling game. Horsham District already has the highest recycling rates in West Sussex, but we're not resting at the top: we want to be even better.

Last year, over 53 tonnes of recycling in our District was condemned because of contamination. We want to cut that number in 2020.

This year, start as you mean to go on. Every two weeks, before your collection, please check your recycling is clean, dry and loose in the bin.

We cannot take your recycling if it contains:

- Unwashed food packaging
- Plastic bags
- Wet paper or card



[What else goes in my recycling bin?](#)

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## Join the fight against food waste

[West Sussex Waste Partnership](#) is inviting all of us to join their Fight against food waste. Here are some stats that might surprise you:

- UK households throw away an average of 170 potatoes every year.  
Keep potatoes in a cool, dark, airy place – not the fridge – so that they last longer.
- 26.1% of an average rubbish bin in West Sussex is edible food
- The average family of four can save as much as £70 per month by reducing their food waste



What a waste! This year, set yourself a target to reduce your food waste.

[Fight against food waste](#)

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## Recycling challenge: Bathroom swaps

Each month we're going to set you a different recycling challenge as a fun way to shake up your habits and perhaps find new recycling-friendly swaps for your staples.

Our January challenge is in the bathroom:

### **Replace 3 of your usual bathroom items with lower-packaging versions**

This could be swapping bottles for bars, single-use wipes for reusable... we're sure there are plenty more ideas out there and we'd love to hear from you! Share your swaps with us on social media [@HorshamDC](#)

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## Starting the new year by ditching old tech? Here's what to do with it



Keep these three options in mind for toys, phones, laptops, fairy lights and anything else you're looking to get rid of:

- If you're finished with it but it's still in good condition, someone else might want it! Swap, sell, or donate your old tech to charity
- Book a slot at the monthly [Horsham Repair Cafe](#) to see if your electrical item can be fixed
- If it's broken beyond repair, take your electrical items to the [Household Waste Recycling Site](#)

[More recycling ideas](#)

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## Top tip to recycle more

Keep your bathroom in check with [Recycle Now](#)'s handy hack! Hang a bag on the back of the bathroom door so you never forget to separate your bathroom plastics, toilet rolls and boxes from your general waste.



[Follow Recycle Now on Twitter](#)





## Stay connected



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



Horsham  
District  
Council

### 15.01.2020 Email from HDC

#### Discover Horsham District Website

Hello,

Horsham District Council has recently launched a redeveloped tourism website for the District called [Discover Horsham District](#).

This website pulls together HDC's tourism offering into one place and is full of ideas and information to help visitors and residents make the most of our towns, villages, attractions and countryside all year round. Whether they have lived in Horsham District all their lives, have just moved to the area or are planning a visit, the new tourism website Discover Horsham District will help visitors and residents to enjoy all that the District has to offer.

The website brings everything we love about our District together in one place that is easy for residents and visitors to find and use. It is also a way to support our local businesses, producers and event organisers.

Please provide any feedback you have using the feedback mechanism on the website.

Regards

#### Clare Mangan

Head of Economic Development

Telephone: 01403 215303

Email: [Clare.Mangan@horsham.gov.uk](mailto:Clare.Mangan@horsham.gov.uk)





### **Meeting of chairman and vice chairmen**

Our newly elected chairman, Cllr Sue Baxter (Worcestershire), vice-chairman (finance), Cllr Keith Stevens (East Sussex), and vice-chairman (member services), Cllr Mike Drew (Avon), met this week with myself and our corporate management team to map out their priorities for the next two years, and how they would work together as a team to promote the sector. I know they are ambitious for the future of the sector and will be keen to work with you all and to listen to your aspirations for councils, county associations and NALC. Early priorities were influencing the new government, supporting county associations to build capacity, and developing the role of the 43 National Assembly members from each county association.

### **Lobby Day — 10 March 2020**

Our annual Lobby Day has become an important part of our engagement with Parliament over the last few years, so I'm pleased to let you know the chairman and vice-chairmen, as well as the Policy Committee (more on that below), agreed this should take place on 10 March to coincide with the meeting of National Assembly. Now we have a new government with a large majority, I think it's vital we actively engage locally and nationally with MPs to ensure the sector's views are heard, including on aspects of the Conservative manifesto where our sector can help; we are currently drawing up plans to maximise our influence which we will share shortly. Further details to follow but please put the date in your diary!

### **NALC Policy Committee**

Fresh from being elected at December's National Assembly, NALC's Policy Committee met for the first time this year on 14 January at NALC's offices, here are some highlights:

- Cllr David Francis, Northumberland county association, was elected chairman, and Cllr Lillian Burns, Cheshire county association, vice chairman
- The Committee held an extensive discussion on priorities and agreed we should focus on engaging with and influencing the new government, including holding Lobby Day on 10 March
- Progress on campaigns was noted and further actions agreed included writing to UK Finance regarding poor banking services to local councils, collating a list of practical actions councils can take to make a difference to climate change in their areas, and further contact with the Redmond Review and SAAA over our concerns regarding large audit bills which smaller councils often face after repeat vexatious complaints

Further to Newquay Town Council's Sustainable Communities Act proposal, the Committee agreed to encourage engagement with other Super Councils in Cornwall and with the Cornwall county association to agree on a joint approach to Cornwall Council to update its civil parking enforcement partnership document.

### **Transport Planning Society**

On 15 October our policy manager, Chris Borg, and policy officer, Jessica Lancod-Frost, met with The Transport Planning Society. Topics discussed included priorities for the

year, connecting The Transport Planning Society with more local councils and the 2020 Transport Planning Day and The People's Award. And if you haven't already, do check out the [The Good Councillor's guide to transport planning](#).

### NALC Open Days

Just a quick reminder our next NALC open day is on the 19 February. These days are run to enable new staff at county associations, councillors on committees as well as new member councils to meet our officers and put names to faces as well as finding out more about our work. If colleagues are interested in attending, please click [here](#) to book a place and if you have any queries please contact [farhana.miah@nalc.gov.uk](mailto:farhana.miah@nalc.gov.uk).

### Loneliness guide

I am pleased to report that our loneliness guide [Reaching Out](#) is receiving national attention and was flagged up at a Breaking Barriers Innovations (BBI) and Ministry of Housing, Communities and Local Government (MHCLG) roundtable on *Laying the Foundations for Change*, attended by our policy adviser, Andrew Tubb (who is on part-time secondment with us from Cirencester Town Council). The focus was on how to address issues such as loneliness, health and well-being by creating 'prosocial' communities through housing and social infrastructure – you can see the slides from the event [here](#). It's interesting to note that loneliness costs the economy something like £32 billion a year! Don't forget to let us have feedback on the guide and do send us case study examples on what you're doing to counteract loneliness to [andrew.tubb@nalc.gov.uk](mailto:andrew.tubb@nalc.gov.uk).

### And finally...

Fantastic news that a [new town council for Shipley got the go-ahead](#) this week by Bradford Council. And tomorrow Sue is in Bexhill speaking at a public meeting as part of the Community Governance Review on the creation of a town council, so fingers crossed for a positive outcome this time around!