

Rudgwick Parish Council

Weekly Clerk's Update: 13 - 19 July 2020 (Agenda August 2020)

To: Parish Councillors

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

From: Jonna Foote

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:

- Meeting of stakeholders of Rudgwick COVID 19 Community Care Group has been organised for Monday 20th July (Rudgwick Hall) – adhering to Government Guidance on COVID19 restrictions;
- Email has been sent confirming details for August field hire by Football Academy;
- Facilities Officer and Open Space Warden have facilitated the opening of the playgrounds on Tuesday 14th July; Clerk has posted notices on website/FaceBook;
- Two further quotes for boiler/water compliance work have been arranged, two previous firms approached (and visited) have been chased for their quotes;
- One visual inspection of the Rudgwick NHP Regulation 14 Consultation has taken place at Rudgwick Hall;
- Football Foundation Grant acceptance form has been signed by Clerk and Chairman on behalf of RPC;
- Field users have been officially notified that field use has to be confirmed with Parish Office and also that cricket clubs will be charged field hire at the end of the season, based on the use of the field.

- Football club has been asked for number of matches that had to be postponed due to bad weather;
- Contacted three consultants regarding tree survey (October 2020);
- The advertisement for a replacement Clerk has been posted on social media, PC's website and SSALC website.

New Applications (Delegated Decision)

New Planning Applications for consideration by Delegated Decision and noting at the Rudgwick Parish Council Meeting 10.08.2020				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date

New Applications

For discussion at Rudgwick Parish Council Meeting 10.08.2020				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date

Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting 10.08.2020				
Application No	Applicant	Reason for Application	RPC Recommendation	HDC Decision
<u>DC/20/0433</u>	Churchgate House, Church Street, Rudgwick	Replacement of all first floor windows, together with ground floor meeting room and kitchen windows with double glazed timber windows with glazing units to a depth of 16mm all other dimensions to remain the same. Bathroom window to be refurbished (Listed Building Consent)	No objection	Permitted
<u>DC/20/1071</u>	Windacres Farm, Church Road, Rudgwick	Prior notification for the erection of an agricultural tractors and implements shed with hardstanding	Objection	Prior Approval Required and PERMITTED

Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 10/08.2020				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
		none		

Appeals Lodged / Appeals Decided

Appeals Lodged / Appeals Decided – Rudgwick Parish Council Meeting 10.08.2020

Application No	Applicant	Reason for Application	RPC Recommendation	Public Inquiry/Written Representation
		none		

Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 10.08.2020

Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
		None		

Enforcement Numbers

Enforcement Numbers – Rudgwick Parish Council Meeting 10.08.2020

EN/20/0301	Dale Cottage, Church Street, Rudgwick Alleged: Construction of summerhouse without planning permission No breach – Case closed
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Correspondence/communications from parishioners / to the Council

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Emails/correspondence from external organisations/people

09.07.2020 Email received from Slinfold Parish Council: DISC/20/0152 Nowhurst Approval Condition 10

DISC/20/0152 Nowhurst Approval Condition 10



Nowhurst July 2020
Discharge DISC-20-C

Please find attached letter of strong objection from Slinfold Parish Council together with a request for investigation into the discharge of Condition 10.

We look forward to hearing from you, thank you

Kind Regards

Mary Burroughs, Clerk to Slinfold Parish Council

16.07.2020 GOV UK COVID updates (13.07-16.07)

Decision: Revised direction issued to West Sussex County Council

https://www.gov.uk/government/publications/revised-direction-issued-to-west-sussex-county-council?utm_source=e65285e1-6a9a-4fc9-9ddb-927afb70a84b&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Get a discount with the Eat Out Help Out Scheme

https://www.gov.uk/guidance/get-a-discount-with-the-eat-out-to-help-out-scheme?utm_source=f86dfa80-e32b-40da-bf48-609b5bedb284&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

COVID-19: guidance for the safe use of places of worship during the pandemic

https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july?utm_source=c09ae1e4-0d3c-4785-9495-216858b55cd5&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

COVID-19: Guidance for the safe use of multi-purpose community facilities

https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities?utm_source=d8d6183a-b97b-4b57-85ab-72f825d0954a&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

COVID-19: Guidance for the safe use of council buildings

https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings?utm_source=fe0fe6d8-5c16-4cbe-b017-e3dd257fb50f&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable

https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19?utm_source=92e7615a-5899-4eaf-ae46-4c3b17c7fdd9&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Transparency data

Coronavirus grant funding: local authority payments to small and medium businesses

https://www.gov.uk/government/publications/coronavirus-grant-funding-local-authority-payments-to-small-and-medium-businesses?utm_source=01feb35b-a87e-43cd-8316-d2c0a0855a96&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Guidance

Face coverings: when to wear one and how to make your own

https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own?utm_source=b5ee386e-11ef-4ca0-85a9-2d860435577f&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Guidance

Coronavirus (COVID-19): disposing of waste

https://www.gov.uk/guidance/coronavirus-covid-19-disposing-of-waste?utm_source=9742866f-a0c4-4e00-ba29-43f523670856&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

14.07.2020 Email from WSCC

West Sussex County Council news release: School attendance figures in West Sussex schools well above national average



School attendance figures in West Sussex schools well above national average

The average number of children back in school in West Sussex since the COVID-19 lockdown began is well above the national average, according to the latest figures.

Nearly 22% of all pupils – a total of 25,226 – were back at maintained schools and academies across the county, according to figures from 2 July. This is significantly above the national average of 16.9%.

It comes almost exactly a month after the government asked schools to accommodate pupils from reception, year 1 and 6, alongside key worker and vulnerable pupils who have attended school throughout. The numbers of vulnerable children in West Sussex schools have been consistently higher than the national average during the pandemic.

Teachers, staff, pupils, parents and carers have been praised for their hard work, understanding and patience during a challenging time for schools.

Nigel Jupp, Cabinet member for Education & Skills, said: "I've been impressed greatly by the dedication of parents and carers who continue to look after their children and provide home schooling during these challenging and unprecedented times.

"I would also like to share my sincere thanks with schoolteachers and staff who have been in class with many vulnerable children as well as those of key workers. On top of this they have continued to provide excellent resources for home learning to those children who have not been able to return to their schools during the lockdown.

"I appreciate the frustrations of those who are eager to return, but we all share the same aim of seeing all children back in school from September."

The council is assessing the government's announcement on 2 July on plans to support the safe return of children to school and will be working closely with head teachers and other key stakeholders over the coming weeks to determine how this will be managed in West Sussex. Schools continue to be supported as they plan their future provision, based on their own risk assessments and local circumstances.

The figures based on returns on 2 July show 4,617 reception, 3,800 year 1 and 4,996 year 6 pupils attended school.

Schools across West Sussex have also continued to meet the needs of the children of critical workers and vulnerable children in all year groups during the COVID-19 outbreak.

15.07.2020 Email from HDC

Agenda published: Meeting of Thursday, 23rd July, 2020 5.30 pm, Cabinet.



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15.07.2020 Email from HDC

Agenda published: Meeting of Thursday, 23rd July, 2020 6.00 pm, Council.



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15.07.2020 Email from HDC

Latest news: Play areas refreshed with foxes and forests | Employer of the Year award | Community Lottery update | Many happy returns to Adopt-a-Street | New tougher safety standards to protect tenants



Latest news

[Visit our website to read the latest news from Horsham District Council.](#)

Play areas refreshed with foxes and forests

Two play areas in the District have had a fun and colourful refresh.

Foxholes in Rudgwick was transformed in March with exciting new play features inspired by the area's name. Further north in Horsham, a small play area in Wren Close has been given a rainforest-themed makeover.



[Read more](#)

Many happy returns to Adopt-a-Street

No one likes the unsightly scene of litter. That's why five years ago the Council launched a litter clearing initiative, encouraging residents to literally "adopt their street" and the Adopt-a-Street campaign was born.

From a standing start in 2015 we now have an incredible 4,500 volunteers who regularly give up their time to litter pick and take extra care of their street or an area which they particularly value near them. Thank you to every single one of them.



[Read more](#)

Good causes reap the benefits from our lottery

In September 2019 we set up the Horsham District Community lottery to help fund local good causes across the District.

We are delighted that this new community lottery has proved really popular with over 900 players and 77 community groups signed up, and over 1,800 tickets sold since it launched. Thanks to this level of interest the lottery is on target to raise £56,000 for local good causes.



[Read more](#)

Nominated for prestigious Employer of the Year award

The Council has been nominated as Employer of the Year for its Journey to Work employment programme at this year's prestigious Employment Related Services Association (ERSA) Employability Awards.

The Employer of the Year award recognises employers who have demonstrated exceptional commitment in creating opportunities for disadvantaged and long-term unemployed jobseekers.



[Read more](#)

New tougher safety standards to protect tenants

The majority of landlords who rent properties in the private sector provide good quality homes, where their tenants are safe and secure. This is a serious responsibility and includes making sure that the electrics are safe, including power points, lighting and fuse boxes.



From 1 July 2020, new regulations also set requirements for regular inspections to be carried out, and production of safety certificates by properly qualified electricians. Find out how the Council's Environmental Health and Licensing team is responsible for enforcing this legislation to protect residents.

[Read more](#)



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 **Horsham
District
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**17.07.2020 Email from WSCC
County Local Committees (CLCs)**

Dear Town/Parish Councils,

As you know the June/July round of CLCs was cancelled due to COVID-19. The next round in October/November is due to be considered by our Governance Committee on 7 September 2020.

Ahead of this, I would welcome any views from you on whether this next round of CLCs should resume. If they do, what format you think they should take (virtual etc), and any alternative arrangements to ensure community engagement if they were to be cancelled or held virtually.

Any arrangements would of course reflect the current Government guidance.

Any feedback you have will form part of the report to Governance Committee in September. Please can I have this by Friday 14 August 2020.

Many thanks – Rachel

Rachel Allan

Senior Advisor, Democratic Services

West Sussex County Council, Room 102, County Hall, Chichester PO19 1RQ

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17.07.2020 Email from WSCC

proposed temporary Traffic Order Stane Street & New Road Billingshurst

WEST SUSSEX COUNTY COUNCIL
(BILLINGSHURST: STANE STREET & NEW ROAD)
(TEMPORARY TRAFFIC REGULATION) ORDER 2020

NOTICE is hereby given that on the 16th day of July 2020 West Sussex County Council made an Order under the Road Traffic Regulation Act 1984, the effect of which will be to prohibit vehicles from driving at a speed of more than 40mph on a section of Stane Street from the Hilland roundabout junction to a point 200 metres north of the New Road junction and the section of New Road from Stane Street eastwards for a distance of 200 metres.

Vehicles will be prohibited from turning left from Stane Street into New Road and turning right turn from New Road into Stane Street during the periods indicated on traffic management signage.

The Order is necessary to protect public safety whilst construction of a new roundabout junction is undertaken. Once the roundabout junction is constructed Stane Street and New Road will be resurfaced when a night time closure will be in operation.

The Order will come into effect on 20 July 2020 and will last for 18 months or until the proposed works are completed, whichever is earlier. It is anticipated the works will commence on or after 20 July 2020 and will continue for 6 months.

Any queries about the works to take place should be directed to Natta Building telephone number 07789 170080. Any queries about the effect of the Order on vehicles using the highway should be directed to WSCC, telephone number (01243) 642105.

Dated this 23rd day of July 2020

Director of Law & Assurance
County Hall,
Chichester.

17.07.2020 Email from HDC

**PUBLIC NOTICE OF CONSULTATION OF THE STEYNING NEIGHBOURHOOD DEVELOPMENT PLAN -
REGULATION 16 – THE NEIGHBOURHOOD PLANNING (GENERAL) REGULATIONS 2012 (AS AMENDED)**

Dear Consultee,

Steyning Parish Council has prepared a Neighbourhood Development Plan (SNP). The Plan sets out a vision for the future of the parish and planning policies which will be used to determine planning applications locally. In accordance with Regulation 16 of the Neighbourhood Planning Regulations 2012 (as amended), the SNP and associated documents will go out to consultation from:

Friday 17 July 5pm to midnight on Friday 11 September 2020 for 8 weeks inviting representations on the draft submission plan, basic conditions statement, consultation statement and the Strategic Environmental Assessment (SEA). Copies of the SNP Neighbourhood Plan and supporting documents are available to view on the Horsham District Council's website:

<https://www.horsham.gov.uk/planningpolicy/planning-policy/currentconsultations>

Documents will not be made available in deposit locations due to the current COVID-19 pandemic. If local residents have difficulty in engaging online we have provided a telephone number and email address below. This will be on a message service where members of the public are encouraged to leave their details for an officer to contact them back if they need further information.

Email: neighbourhood.planning@horsham.gov.uk – SAS@southdowns.gov.uk

Telephone: 01403 215398

We encourage those responding to use our online consultation system which is available on our website, at the above web address. All representations must arrive no later than 12am (midnight) on **Friday 11 September 2020**

NOTIFICATION

Any representations may include a request to be notified of the local planning authority's decision under regulation 19 in relation to the neighbourhood development plan. Horsham District Council will process the information you provide in a manner that is compatible with the General Data Protection Regulations (GDPR).

PLEASE BE AWARE THAT ALL REPRESENTATIONS RECEIVED BY THE AUTHORITY WILL BE MADE PUBLICLY AVAILABLE (IN DUE COURSE). THESE WILL BE IDENTIFIABLE BY NAME AND WHERE APPLICABLE ORGANISATION.

Neighbourhood Planning
Telephone: 01403 215398
Email: neighbourhood.planning@horsham.gov.uk



**17.07.2020 Email from NALC
Chief Executives Bulletin**

NALC/SLCC meetings checklist

Following the government announcement of further easing of lockdown restrictions from 4 July, both NALC and Society of Local Council Clerks (SLCC) strongly advise local (parish and town) councils to continue to meet remotely, without the need for face-to-face contact. If the council wishes to consider returning to face-to-face meetings there are a range of issues which need to be addressed before this can take place. This week we jointly published a [checklist for holding](#)

[an in-person council meeting](#) to ensure this decision is made in accordance with relevant regulations and requirements. Further guidance can be found on the [NALC](#) and [SLCC](#) websites.

Second reading of Toilets Bill

I'm delighted the Toilets Bill had its second reading in the House of Commons yesterday, especially as fast-tracking this legislation to exempt local councils from paying business rates on public toilets was among our asks of the government to help alleviate current financial pressures. Our head of policy and communications, Justin Griggs, shared the headlines from the debate on [Twitter](#), you can also read the debate on [Hansard](#) or watch again on [parliamentlive.tv](#). Remaining stages in the Commons are on 3 September before the Bill moves to the House of Lords.

Letter from JPAG on accounts and audit

To help clarify a range of queries since the publication of the Practitioners' Guide, the Joint Panel on Accountability and Governance (JPAG) has written a letter to local councils which you can read [here](#).

NALC National Assembly

NALC's National Assembly – comprising councillors representing each of the 43 county associations – met remotely on 14 July, here's a summary:

- Our chairman, Cllr Sue Baxter, and I thanked county association and NALC staff for their continuing support to our councils and each other, noting our weekly remote meetings with county officers have helped build closer relations, our councillors have taken to remote meetings so effectively which we're grateful for, and as a wider team, we've done well and are very proud of everyone!
- Councillors agreed to hold the annual general meeting (AGM) remotely on 29 October and recommend the continuation of our current auditors for another year and an affiliation fee increase of 3%.
- Our new look report on our work over the last quarter received positive feedback (do check it out in agenda papers which are in the [member updates section of the NALC website](#) (login required)).
- Each of the committee chairmen gave an overview of their remote meetings held over the last few months including non-coronavirus activity in their work programmes.

Keep planning local

Keep planning local was the message to the government in a joint letter from NALC, the Local Government Association (LGA) and other national bodies this week, published by *The Telegraph* – you can read more [here](#).

Code of conduct consultation and webinars

Staying on the [proposed new national code of conduct](#), a reminder that the closing date to respond to the [consultation](#) is 17 August. The LGA is also holding three special online events for local councils, you can register on [one of the sessions for free](#) and the dates and codes are 29 July (MMCC2907), 30 July (MMCC3007) and 5 August (MMCC0508).

In and about On 16 July, Justin joined a webinar organised by YourNeighbour.org which launched [Engaging Locally: a toolkit for working well with your local authority](#). I know many of you already have good links with faith organisations and churches in your areas and will find this toolkit of interest.

- Thanks to the Essex Association of Local Councils for inviting me to their remote executive committee on 16 July to update them on the work of NALC, it was also good to hear about their business continuity and finance plans, plus some robust views on the current consultation by the LGA on the code of conduct!

And finally...

A huge congratulations to NALC's partners [BHIB Councils Insurance](#) for scooping two awards at last night's virtual ceremony for the Broker Innovation Awards. Ashwin Mistry won Director of the Year recognising his achievements in leading the business and the work he does influence the insurance market. The wider team won Digital Broker of the Year recognising their work developing and launching a new online product and brand for freelancers called [Create](#). Here's a great comment from Michelle South, schemes director: "We are incredibly proud of our achievements, it was great to participate and have a bit of fun at a virtual awards ceremony at what has been and continues to be a very uncertain time, especially when you're based in Leicester!"

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