

Rudgwick Parish Council

Weekly Clerk's Update: 9th January 2022 (Agenda January 2022)

To: Parish Councillors

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

From: Anna Clayton

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)
 - WSALC (West Sussex Association of Local Councils)
 - WSCC (West Sussex District Council)
-

Clerk's announcements/delegated decisions:

GENERAL REMINDER: Please note that due to the COVID-19 pandemic, Parish Office staff are working their regular hours but not always in the office. If you wish to speak face to face to a member of staff, please contact the Clerk on 07927 702321 during her office working hours (Monday – Wednesday 9.30 – 15.30).

- HDC have been asked to temporarily move the two rubbish bins from inside the closed skatepark to outside the area.
- The closure of the skatepark has been further enforced with the installation of barriers.
- The Parish Council are aware of the damaged bridge on the children's play equipment at Churchman's Meadows.

New Applications (Delegated Decision)

New Planning Applications for reporting at the FPC meeting on 10 January 2022

Application No	Applicant	Reason for Application	Recommendation	Response Date

New Applications

For discussion at Rudgwick Parish Council Meeting 10 January 2022				
Application No	Applicant	Reason for Application	Recommendation	Response Date

Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting 10 January 2022				
Application No	Applicant	Reason for Application	RPC Recommendation	HDC Decision

Applications going to Committee

Applications going to Committee – Rudgwick Parish Council Meeting 10 January 2022				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date

Appeals Lodged / Appeals Decided

Appeals Lodged / Appeals Decided – Rudgwick Parish Council Meeting 10 January 2022				
Application No	Applicant	Reason for Application	RPC Recommendation	Public Inquiry/Written Representation

Enforcement Numbers

Enforcement Numbers – Rudgwick Parish Council Meeting 10 January 2022		

Correspondence/communications from parishioners / to the Council

07.01.2021 Email from WSALC Face to Face Meetings Update

Dear Clerk

We have just received the following update from Ian Davison, legal advisor to WSALC:

Ministers reject calls for council meetings to be held online

Councils must continue holding meetings in person, the Government has said, as it rejected calls to introduce laws despite the spread of the Omicron variant. Lord Greenhalgh, a minister of state at the Department for Levelling Up, Housing and Communities, confirmed the policy in response to a written question. Last month the LGA had called on ministers to urgently bring in emergency legislation to enable councils to return to hybrid meetings.

Have a good weekend.

Kind regards, Anna



WSALC Limited

Phone 03303 450597

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07.01.2021 Email from WSALC

A message from the Chief Fire Officer of West Sussex Fire & Rescue Service, Sabrina Cohen-Hatton:

West Sussex Fire & Rescue Service has launched a public consultation around our proposals for our Community Risk Management Plan 2022 – 2026.

This document sets out the direction of the service over the next four years, and as part of this we have six proposals that we are seeking feedback on.

I would like to invite you to view these proposals and take part in our public consultation.

You can find these proposals, along with the survey to take part, on our dedicated Community Risk Management Plan website [here](#).

These are also available on the website in an Easy Read format.

The proposals include:

- Enhancing our retained (on-call) operating model
- Weekend protection, prevention and response improvements
- Improving protection, prevention and response performance in rural areas
- How WSFRS should deal with false alarms from automatic fire systems
- When we should review our Emergency Response Standards
- How WSFRS proposes to undertake a review of our specialist appliance requirements to consider current and future risks to firefighter and public safety

This is a key opportunity for our communities and all partners to have their say on our proposals, and we will assess all of the responses and use to inform our final CRMP which we intend to publish in spring 2022.

I would like to take this opportunity to encourage you to visit the consultation homepage and take part in our consultation.

The closing date for responses is Friday 21 January 2022.

You can find more information on the six proposals and take part in the consultation [here](#).

Warmest regards,

Sabrina Cohen-Hatton
Chief Fire Officer
West Sussex Fire & Rescue Service



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06.01.2022 Email from WSCC
Covid-19 updates, tips for a healthy 2022, and more



Welcome to 2022 in West Sussex!

There's no doubt the ongoing pandemic has had an impact on every aspect of our lives, not least on our health and wellbeing.

This eNewsletter focuses on practical ways you can look after your mental and physical health as we start a new year and the challenges it may bring.

We also highlight the benefits of getting out and about and enjoying wintertime – and where better than discovering some of the wonderful places that are right here in West Sussex!

Have a happy and healthy 2022.

Local Covid-19 and vaccination update



Current covid rates remain very high across West Sussex.

Face coverings are compulsory in many indoor settings so if you're popping to the shops, wear a face covering. [Click here for a full list of indoor settings where face coverings are required.](#)

Get more info on Covid-19 rates in your area by visiting our [data dashboard.](#)

Vaccinations

We are working closely with our local NHS colleagues to support the vaccination programme.

Everyone 12 years of age and older is now eligible to get a Covid-19 vaccination. Details of walk-in and bookable Covid-19 vaccinations centres available across West Sussex [can be found here](#).

Testing

In response to rising Covid-19 cases and the rapid spread of the Omicron variant across the UK, we should all be following public health advice to slow the spread of infection and keep each other safe.

About 1 in 3 people with Covid-19 do not have symptoms but can still infect others. Even if you're vaccinated, you can still catch the virus and pass it on.

Symptom-free lateral flow testing will help to check if you have Covid-19, so that if you get a positive result you can self-isolate.

Take lateral flow tests before you meet others, socialise or go to crowded or enclosed places. Please report all results and if you test positive you must self-isolate and order a PCR test.

Please do not leave your place of isolation to collect a testing kit. We recommend that you order a kit for delivery to your home, or ask a friend, relative, or carer to collect a kit on your behalf.

Demand for testing kits is high so please keep trying if you're unable to get kits first time. [Click here for details on how to pick up or order a free lateral flow test kit](#).

[More local information on Covid-19](#)

Make your mental health a priority

Put your mental health at the top of your to-do list for 2022.

The NHS's Every Mind Matters campaign has expert advice and practical tips to help you look after your mental health and wellbeing.



You'll also find local information and guidance to support young people on our [Your Mind Matters](#) webpages.

[Every Mind Matters](#)

Unwind your mind



You don't have to move very far away from your front door to discover some stunning natural locations where you can relax and unwind your mind.

Walking is a great way of clearing your head and appreciating the natural world around us, like this colourful sunset over Halnaker Mill, pictured last year.

So whether it's crunching through fallen leaves in the woods, feeling the invigorating salty sea air on the beach, or taking a gentle stroll through the park, you'll find lots of inspiration on our Experience West Sussex website.

[Walking in West Sussex](#)

Have a healthier new year...



Most people who do Dry January (not drinking alcohol for the whole month) see a whole host of benefits that make taking part the perfect start to the New Year. You'll see your skin get brighter, improve your finances and find a calmer mind. Visit the [West Sussex Wellbeing website](#) for more information.

The return of the Better Health campaign is encouraging adults across the nation to lose excess weight, eat more healthily and get active this January. Visit the [West Sussex Wellbeing website](#) for free help and support to get you started.

Thinking of quitting smoking this year? Giving up smoking is good for your health, your finances and your mental health. Experts have found that adults who smoke increase the likelihood of their kids taking up smoking. So, if you want to quit smoking for your family or for your own health this January, visit the [West Sussex Wellbeing website](#) for free help and support.

Our libraries can help your wellbeing

Reading can help lift your mood or give you helpful information, so why not visit your [library](#) or [reserve](#) a book online?

If you can't get to the library, we can deliver to you.

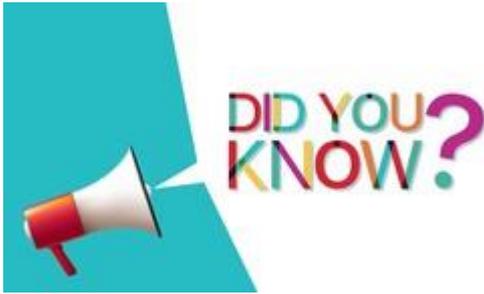
Being active is good for wellbeing too, book a place at one of our [regular activities](#) and meet new people.

Or check our [current offer](#) to see our online activities such as [Rhyme Times](#) and [Melody for the Mind](#), where you will also find our [Wellbeing Resources](#), such as our [Reading Well](#) collections. Not a member? [Join online](#) today!



More news

- [Essential work is ongoing to remove ash trees](#) which could pose a risk to road users because of Ash Dieback infection and the potential for branches to fall into the road.
- [A new plan that outlines support for more than 120,000 unpaid friend and family carers across West Sussex](#) for the next five years has been launched.
- Our West Sussex Fire & Rescue Service [rescued a llama](#) that fell into an underground reservoir after escaping from its enclosure after dark.



[Applications for primary, infant and junior school places](#) close on Saturday 15 January 2022.

Children born between 1 September 2017 and 31 August 2018 are eligible to start school this September.

Parents/carers of children currently in Year 2 at infant school can also now apply for a place at junior school for this September as well.

Know someone who would like to receive this eNewsletter?

If you know anyone who would like to sign up for this bulletin, please forward this eNewsletter to them and they can [sign up here](#). Thank you for your support.



CORONAVIRUS



**VISITING CROWDED SPACES, VULNERABLE FRIENDS OR FAMILY?
TEST BEFORE YOU GO AND REGISTER YOUR RESULTS**

Click for more information
#KeepWestSussexSafe

**06.01.2021 Email from Basecamp
(SUSSEX COMMUNITY BUILDINGS) Celebrating Her Majesty The Queen's Platinum Jubilee**

Let's Create Jubilee Fund – UK Community Foundations

UKCF is working with Arts Council England to distribute a new fund which will enable communities to celebrate Her Majesty The Queen's Platinum Jubilee through culture and creativity.

The Let's Create Jubilee Fund is a £5 million programme that will support community and voluntary organisations to develop creative and cultural activities as part of the Queen's Platinum Jubilee celebrations in June 2022.

The programme is made possible with funding from the National Lottery. UKCF will be managing the fund's distribution on behalf of their community foundation members across England.

Applicants will be able to apply for grants of up to £10,000 and are encouraged to partner with established artists, creatives and cultural organisations to develop their activities. They want to ensure that "The Queen's Platinum Jubilee celebrations give people throughout England the chance to experience the best of the country's culture, while also celebrating an important milestone in our national history."

The Fund is now open. Applications will need to be made through the Sussex Community Foundation.

[UK Community Foundations announces Arts Council Jubilee Fund](#)

**05.01.2021 Email from WSALC
"Escooters" - response from Sussex Police to concerns raised by member councils**

A number of member councils raised concerns during the recent Police Focus Groups about the danger of illegal use of e.scooters on public roads and pavements. Please see the below email and attached leaflet from Sussex Police in response.

Mr Leggo,

I am the staff officer for Assistant Chief Constable Tanya Jones, and she has asked me to provide you with her reply to your email dated 29th December. The reply is from her, however I am sending it to you purely for efficiency purposes.

"Thank you for your email regarding "E-Scooters" and the Police response.

The use of E-scooters has increased recently with them becoming more commercially available and accessible by people across all parts of the county. It appears that there is an assumption amongst the public that as they are being sold commercially that they are legal and do not require any

licensing or other documentation. Additionally a number of formal Government trials allowing the use of "E scooters" with specific conditions in other areas of the country have added to this confusion, despite there being no trials taking place within Sussex. Sussex Police initial approach has been to dispel this misunderstanding amongst the public first and foremost rather than move immediately to enforcement.

Whilst there is no specific legislation regarding their use existing legislation around motor vehicles are relevant to them, and are considered "powered transporters". Therefore for them to be used on public roads lawfully they must meet a number of requirements, including technical standards, payment of vehicle tax, licensing and registration regulations and the use of suitable personal safety equipment. Because of the nature of these devices it is highly unlikely that they will meet these legally required standards and as such the advice we have offered to all users is that they can only be used legally on private land (that is land that is not accessible to the public) and not on public roads, cycle lanes or pavements. We have found that most owners do not realise this and so proper engagement with them by local Officers and PCSO's in many cases is an effective way to approaching this. We recognise that these vehicles can travel at some speed, whether on a dedicated pavement or cycle path, or indeed on a road, and then this brings danger to the user themselves, as well as other pedestrians and road users. The same could be said for motorised mobility scooters, and a recent East Sussex IAG provided feedback to us that they felt mobility scooters were more of a hazard than E scooters, but we fully recognise that both carry risks.

The powers Police have to deal with these offences is limited by the fact that fixed penalty notices, which would often be used for similar offences for other more common road vehicles can not be used for "E scooters" as there is no registration mark or similar that can be used in prosecuting those offences in that way. Recognising that the increased use in "E scooters" is relatively new we have encouraged officers and PCSO's to engage and explain with users to educate them about the law, and the requirements they need to meet. Also, we are conscious that many will be generally law abiding people, and there is a line to be walked between policing by consent, legitimacy and all the other issues and crimes that need addressing. Part of this was distributing a flyer with that information, and I attach a copy.

Beyond this Officers have the power to issue a warning under Section 59 of the Police Reform Act if the vehicle is being used in a manner which causes alarm, distress or annoyance, and if the vehicle is used again in a similar manner it can be seized. This does have practical implications due to the lack of the registration mark, however the warning can be issued to the person, rather than the vehicle. Officers then have all other usual powers to report persons for summons if other Road Traffic Legislation has been broken around insurance and license matters.

In the last 12 months we Sussex Police has taken action in a number of cases. An investigation is currently with the Crown Prosecution Service of dangerous driving whilst on an E Scooter, where the rider has collided with an elderly female causing injuries. There are also two other cases in progress where persons have been reported for summons for no insurance offences, and driving other than in accordance with a driving license.

In November 2021, and in response to concern from communities, we have run a special operation to tackle E scooter use and offences. This was using Roads Policing teams, and Neighbourhood teams to complete dedicated patrols targeting users and enforcing legislation. This resulted in a number of offences being dealt with.

*7 traffic offence reports for no insurance
2 summons being issued for no insurance
1 Summons being issued for disqualified driving
1 Section 59 warning issues to a young person
15 E Scooters seized*

Moving forward it is our intention for the enforcement of law around the use of these vehicles to become part of the routine work Police undertake to keep our communities safe. To this end we are encouraging all departments, including the coaching unit (divisional units for newly recruited officers), Neighbourhood Policing Teams, Response Units, as well as the Roads Policing Team to focus on this area during their patrols and work.

We would also encourage local communities to engage with the local PCSO's and Neighbourhood Policing Teams to identify hotspots for the use of these vehicles to enable those officers to focus their patrols and attention to reduce the risk of injury to persons. Our first aim is always to keep people safe, and reduce injuries and casualties especially on the roads, we enforce the law where circumstances are appropriate but by working together to can continue to educate users of these vehicles to abide by the law. We will also keep under review any changes in the law around their use, and seek to communicate this as widely as possible at the time."

I am hoping this is useful, if you need anything further please let either myself or ACC Jones know.

*Best wishes, Ed Faulkner
Staff Officer to ACC Tanya Jones*



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05.01.2021 Email from HDC

Sussex Police: Chief Constable 'Big Data' presentation

PLEASE ADVISE THE CLERK IF YOU WOULD LIKE TO ATTEND

Sussex Police are using 'big data' to turn millions of records of phone calls, crimes, investigations and court trials into a tool to drive productivity and make people safer. It will enable officers to predict trends, identify serial offenders, study crime hotspots and devote more time to victims.

In an article recently published in the Times, Chief Constable Jo Shiner stated that whilst people argue that there should be more police officers on the beat, the use of data analytics will help make better decisions on where that visibility should be.

Chief Constable Jo Shiner will be giving a Zoom presentation to member councils across West and East Sussex on the use of 'big data'. The presentation is taking place on **Friday 25th February 2022 at 1.30pm** and you are invited to send one representative from your Council, which may be the Clerk or a Councillor.

If you would like to send a representative please provide a name and contact email by return of this email, I will circulate the Zoom link to those registered before the presentation. If you believe you have registered and have not heard from me by the 25th February please do get in touch.

Kind regards, Anna Beams



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05.01.2021 Email from HDC Monthly Planning Compliance Team statistics for December 2021 and a summary of the statistics for 2021

Dear Parish and Neighbourhood Councils

During December 2021, we received 25 new Planning Compliance investigations outside of the South Downs National Park Authority boundaries, and 5 new cases were opened within the SDNPA boundary.

The closure statistics outside of the SDNPA for December are shown below, and 5 files were closed within the SDNPA.

Month	Complaints Closed	No Breach	Breach Ceased	Plan App. Received	Not Expedient	Closed within 90 days	Closed over 90 days	% Closed within 90 days
December	52	12	15	11	14	33	19	63.46

Four enforcement notices were issued in December 2021 as follows:

EN/20/0560	Land at Stonehouse Farm, Handcross Road, Plummers Plain, Horsham, West Sussex RH13 6NZ	Without planning permission, the erection of a building on the Land
EN/21/0534	Land at Stonehouse Farm, Handcross Road, Plummers Plain, Horsham, West Sussex RH13 6NZ	Without planning permission, the material change of use of the Land from agricultural to the stationing of a caravan for residential occupation
EN/21/0544	Land at Jacksons Farm, Hammerpond Road, Plummers Plain, Horsham, West Sussex RH13 6PE	Without planning permission, the material change of use of the land from agriculture to the stationing of a caravan for residential occupation
EN/21/0526	Land at Rye Island, Hollands Lane, Henfield, West Sussex, BN5 9QY	Without planning permission, material change of use of the land and buildings from agriculture to B1(c) office use, B2 workshop use and B8 storage use and as a showroom in connection with two events businesses and change of use of the external yard area from the storage of plant and machinery to B8 storage of metal containers used in connection with the events businesses and storage of a caravan

On 13th December 2021 we received the appeal decision on the issue of an enforcement notice on 10th February 2021 on land rear of 33 Millthorpe Road, Horsham, RH12 4ER. This Notice related to the unauthorised change of use of a detached building with nil use to use as a single dwelling. The requirements of the notice were:

- (i) Permanently cease the use of the detached building coloured red on the attached plan as a single dwelling; and
- (ii) Remove all domestic fixtures and fittings from the building which facilitate its use as a self-contained unit of residential accommodation such as the open plan kitchen and segregated bathroom with sink, shower and WC; and
- (iii) Remove all the soft furnishings from the detached building; and
- (iv) Permanently revert the detached building back to its former use.

The appeal was dismissed, and the enforcement notice was upheld with corrections and variations- the Inspector varied requirements (ii), (iii) and (iv) stated above, and instead substituted the following words:

“Permanently remove all food cooking facilities, the bathroom sink, shower and WC”

On 2nd and 9th December 2021, the Courts had four cases listed for non-compliance with effective enforcement notices involving the prosecution of the landowners. Unfortunately in all cases they were adjourned before they were heard. One of the cases has now been re-listed for 20th January 2022; two of the cases were adjourned until 3rd February 2022; and one until 10th February 2022. In addition, we are taking two cases for non-payment of CIL monies due to Court in order to seek CIL Liability Orders.

As well as providing information relating to December 2021, I thought it would be useful to provide a summary of the work undertaken by the Team in 2021 as a whole, in terms of the number of investigations undertaken; the number of investigations closed; and the number of formal notices issued.

- During 2021 we received 535 complaints, and issued 27 x Enforcement Notices, 2 x Breach of Condition Notices and 4 x Temporary Stop Notices (this is compared to 7 x enforcement notices, 1 x Breach of Condition Notice, and 7 x temporary Stop Notices issued in 2020)
- Below is a table showing the closure statistics per month throughout 2021.

Year	Month	Complaints Closed	No Breach	Breach Ceased	Plan App. Received	Not Expedient	Closed within 90 days	Closed over 90 days	% Closed within 90 days
2021	January	59	19	14	15	11	41	18	69.49
	February	39	14	11	10	4	32	7	82.05
	March	38	19	5	7	7	29	9	76.32
	April	45	22	12	6	5	38	7	84.44
	May	54	25	13	7	9	39	15	72.22
	June	55	32	13	6	4	46	9	83.64
	July	57	27	10	11	9	48	9	84.21
	August	43	13	7	16	7	30	13	69.77
	September	59	26	11	15	7	47	12	79.66
	October	51	19	9	13	10	37	14	72.55
	November	25	12	3	7	3	21	4	84
	December	52	12	15	11	14	33	19	63.46
Total for 2021		577	240	123	124	90	441	136	76.43%
Grand Total		577	240	123	124	90	441	136	76.43%

- Appeals were lodged against 12 of the Enforcement Notices issued in 2021, and we expect a further 3 x appeals to be lodged against Notices issued in December 2021.
- Of those 12 x appeals lodged, to date we have only received two decisions from the Planning Inspectorate. In both cases, the appeal was dismissed and the Notice was upheld.

The Legal department are currently in the process of drafting a further 2 x Enforcement Notices, a Breach of Condition Notice, and a S215 (Untidy Site) Notice, which it is hoped will be issued early in the New Year. These will be reported on once they are issued.

I hope this is helpful- as always, should you require further information relating to any of the above, please contact me.

Kind regards, Madeleine

Madeleine Hartley

Planning Compliance Team Leader

Email: Madeleine.Hartley@horsham.gov.uk



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Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Glen Chipp

04.01.2022 Email from HDC

Publication of plan: January 2022, Cabinet.



Horsham
District
Council

Stay connected

Council and cabinet meetings

Agendas, minutes and publications

[Tuesday, 4th January, 2022, 1.38 pm - Publication of plan: January 2022, Cabinet.](#)

Stay connected



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



**Horsham
District
Council**

**23.12.2021 Email from WSCC
County Local Forums**



www.westsussex.gov.uk

County Local Forums

*You are subscribed to receive County Local Forums email alerts on the **West Sussex County Council** website.*

Following the recent round of County Local Forums, all the Questions, Answers and Actions have been added to the [website](#). Please also note the dates for the next meetings which we hope you will be able to attend. The venues for those meetings will be updated early in the new year.



CORONAVIRUS



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