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MINUTES

Minutes of the Ordinary Meeting on Tuesday 29th March 2022 at 7.30 pm. This meeting was held at Rusper Village Hall.

Present: Cllrs G. Hussey (Chairman), M. Cooke (Vice Chairman), G. Sallows, M. Fillmore, V. Hanstad-Pilcher, C. Hill, V. Saunders and F. Maitland-Smith

L. Bannister (Clerk)

HDC Cllr Hogben

1 representative of Save West of Ifield Group

Absent: Cllrs G. Fleming, R. Gatt and G. Adams

1. Apologies

Apologies were received from Cllrs Fleming, Gatt and Adams. WSCC Cllr Nagel and HDC Cllr Kitchen also sent apologies.

2. Declaration of interests

None.

3. Minutes of previous meeting

It was RESOLVED to approve the Minutes of the previous meeting held on 15th February 2022 and these were duly signed by the Chairman.

4. Open Forum

No comments were made.

5. Co-option of new Councillor

It was RESOLVED to co-opt Fenella Maitland-Smith as a Councillor of Rusper Parish Council.

6. Reports from other Authorities

Cllr Hogben reported as follows:-

- Homes England plan to submit a planning application to build a secondary school in September on Ifield Golf Course.
- The Leader of HDC, Jonathan Chowen, is proposing to hold meetings in May for parish councils and members of the public to give their views on the Local Plan. Cllr Chowen has a view that the housing numbers are not accurate and wants to get them as low as possible. However, Cllr Hogben believes the Horsham District is at risk of speculative developments being approved because it has been noted that Horsham don't have a 5 year housing supply on recent planning appeals. There are some localities without local plans, but they tend to have constraints which inhibit building houses anyway (such as lack of space or being bordered by national parks).
- HDC's Adopt-a-Street team can help with litter picking. The litter department's budget has been decreased so it's no surprise that there is more litter and more complaints.
- The bridge over the A264 is due to open in summer.

- There is a new design for the supermarket at the Mowbray development.
- The bridleway which opens onto Wimland Road is due to reopen soon.
- There are around 8,000 unbuilt planning consents in Horsham at the moment.

7. **Climate Emergency**

It was acknowledged that there is currently a climate emergency, and all decisions made within the meeting will have consideration to this.

Cllr Hogben left the meeting

8. **Save West of Ifield**

Subject to a couple of amendments, **it was RESOLVED** to approve the Terms of Reference which sets out the obligations of both the Save West of Ifield Group and Rusper Parish Council when working together.

9. **Grant funding/donations**

- It was RESOLVED** to donate £300 to Rusper Village Hall towards the cost of a defibrillator.
- Members felt they did not have enough information about the finances of Rusper Parish News to enable them to decide whether or not a donation should be paid. The Clerk will try to find out some information and this item will be deferred to the April meeting.

10. **Standing Orders**

It was RESOLVED to approve the revised Standing Orders.

11. **Queen's Platinum Jubilee**

It was RESOLVED to:-

- Apply to HDC for a £200 grant towards the event.
- Accept one free tree from HDC. A Rowan will be requested and will be planted between the Recreation Ground and Vicarage entrances.
- Purchase 3 flowering cherry trees (*Prunus Kanzan*) to be planted between the village sign and the entrance to the Recreation Ground.

The group organising the street party has said that they no longer require St Johns Ambulance and has asked if £200 could be donated to the group instead to put towards other costs. This is still to be decided and Cllr Hill will find out a little more about what the money will be used for.

12. **Playground**

The report from the recent inspection was noted. This shows all items rated as low risk, however it was noted that many items are looking dated and in need of refreshment. In particular, the surfaces are damaged and slippery and will require maintenance or replacement soon. The new waste bin needs to be fitted, and Cllr Sallows will do that soon.

13. **Correspondence/Consultations/Reports**

- The letter from the National Association of Local Councils was noted. It was agreed to feedback to NALC the following issues that are faced by smaller councils:- how feedback to planning applications is treated, lack of consultation on licencing applications, and disregard to neighbourhood plans when local plans/policy is created.
- The WSCC Post-16 Transport Consultation was noted. Councillors did not want to comment on this but this will be published so that residents can comment.
- The proposed new constituency boundaries for the Horsham District were considered. Councillors did not want to respond to the consultation.
- The notes of the Age UK Partnership meeting attended by Cllr Cooke were accepted.

- e. The notes of the Planning Lobby and Planning's Tilted Balance meeting attended by Cllr Cooke were accepted. More events will be held in the future and are free to attend.
- f. The notes of the Horsham District Older People's Forum attended by Cllr Cooke were accepted.
- g. Cllr Cooke also attended the County Local Forum. Notes of this meeting will be circulated when they are received from WSCC.

14. Reports from representatives

Councillors updated as follows:-

- Cllrs Saunders and Gatt attended the North Horsham Liaison meeting. They had updates about the traffic calming island (the developers have had comments from local residents that don't want the island as it will stop their vehicles getting up the hill), the school and the roadworks.
- The Rusper Sports Club AGM will be held on the 20th April. They are losing their treasurer and secretary and a new chairman will be appointed. They are still waiting for the lease to be put in place before funding can be applied for.
- Cllr Sallows reported that the gate from the playground into the Millennium Field is being damaged by people climbing over it. The grass cutters will be asked not to cut the bit of grass from the circuit to the playground to discourage this.
- Cllr Hanstad-Pilcher and Sallows have moved the speed sign to Lambs Green and Cllr Sallows has downloaded the data from its time in the High Street.
- A new PCSO for Rusper will be appointed soon.
- Cllr Fillmore reported that air traffic into Gatwick has increased from 185 movements per day in January, 350 for most of March and 590 yesterday. The peak used to be around 950.
- Cllr Fillmore will find out if funding from the Courage Dyer Trust would be available for defibrillators.

15. Clerk's report

The Clerk reported as follows:-

- A resident questioned the large percentage increase in the precept for the 2022-23 financial year. Once explained that this was in fact a small rise of £7.84 per Band D property but the percentages were skewed because of the relatively small budget it was accepted. The resident suggested that a small explanatory leaflet is published alongside the budget next time, and the Clerk thought this was a good idea.
- The quote for the remaining Operation Watershed work at The Mount has been chased up and is due to be received by the end of the week.
- The Annual Parish Meeting will be held on the 19th April with presentations from the Save West of Ifield Group and the Rural Crime Team. Refreshments will be served.

16. Financial

It was RESOLVED to approve the report. This was verified by Cllr Fillmore. Cllr Fillmore suggested that another £20,000 be transferred into the savings account. This will be added to the next agenda.

17. Schedule of payments (document circulated separately)

It was RESOLVED to approve the following payments:-

Payee	Reason for payment	Amount due
Various	Salaries	1,526.58
Chichester Diocese	Annual rent	50.00
Scribe	Annual subscription	345.60
Countrymans	Grounds maintenance	222.01
Play Inspection Co	Annual inspection	120.00
L Bannister	Litter picker	14.96
CAGNE	Annual subscription	4.00
	TOTAL	£2,283.15

18. Staffing

- a. The resignation of the Clerk was noted.
- b. **It was RESOLVED** to close the meeting to members of the public and press while considering the following confidential items.
- c. The pay agreement for 2021-22 was noted.
- d. **It was RESOLVED** to:-
 - Recruit a new Clerk on the salary scale SCP 29-32 dependent on experience.
 - To offer the post at 14 hours per week with a review of hours after the first three months.
 - Have the Council be responsible for the recruitment.
 - Advertise the position on notice boards, Rusper Parish News, the WSALC website, Surrey Association of Local Councils website and social media. The advert will have a closing date of mid-May but will make it clear that if a suitable candidate is found sooner the post will be filled as soon as possible.
 - Form an interview panel of Cllrs Cooke and Hussey and the Clerk. All Members will be involved in the shortlisting and screening process.
 - Aim for a start date of at least 27th June so that there is a week's handover with the current Clerk, with an earlier start date if necessary.
 - Accept all other recommendations in the confidential report.

The meeting closed at 10.10 pm