

Rusper Parish Council



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Minutes of the Ordinary Meeting on Tuesday 30th August 2022 at 7.30 pm. This meeting was held at Rusper Village Hall.

Present: Cllrs G. Hussey (Chairman), M. Cooke (Vice Chairman), V. Hanstad-Pilcher, G. Sallows, G Fleming, Vic Saunders, F Maitland-Smith, R Gatt, M Davis (Clerk)

Absent: Cllrs M Fillmore, G Adams

Prior to the meeting starting, the Chairman reminded everyone of key standing orders for meetings.

1. Apologies

Apologies were received from Cllrs Fillmore, G Adams, Cllr Hogben (HDC),

2. Declaration of interests

None.

3. Minutes of previous meeting

It was **RESOLVED** to alter the minutes of the Council meeting held on 26th July 2022. Cllr Hanstad-Pilcher requested a change to section 7 - the speed watch group *should* be reinvigorated and not *would*.

Handwritten changes were made on the minutes and the online draft version will be amended to reflect this change and finalised. With this change, it was **RESOLVED** to approve the minutes and these were duly signed by the Chairman.

4. Open Forum

No comments made/questions raised.

5. Reports from other Authorities

No updates as no councillors attended

6. Climate Emergency

To **acknowledge** that there is currently a climate emergency, and to ensure that all decisions made within the meeting have consideration to this.

7. Appointment of Clerk and Responsible Financial Officer

It was **RESOLVED** to unanimously agree the appointment of Maggie Davis as Parish Clerk and responsible financial officer. Maggie is still learning the role and will work

with Leanne Bannister to cover the financial officer responsibilities as previous resolved (as noted in the minutes to the July 26th Council meeting).

It was unanimously **RESOLVED** to agree to the new working hours.

8. Traffic Calming between North Horsham and Rusper

The communications between Cllr Nagel and the County Highways Team indicated that the Rusper traffic surveys, required by the North Horsham Developer were likely to commence in the Autumn following the completion of the A264 roundabout and the new development access roundabout on Rusper Road. A summary can be found [here](#). The feedback was **NOTED**.

Traffic narrowing points were meant to be in place on Hurst Hill and agreed as part of the North Horsham planning process. It was **RESOLVED** that the RPC will write to Horsham District Council to ask when these works will be done.

9. Volunteer litter pick and road sign cleaning

Cllr Maitland-Smith proposed the Council look at methods to recruit, coordinate and communicate with volunteers who would like to help out in the community. The proposal can be found here [volunteer proposal](#)

It was **RESOLVED** to accept the proposal and Cllr Maitland-Smith will proceed.

10. Correspondence/Consultations/Reports/Meetings

- a. It was **RESOLVED** to acknowledge the improved service levels of Policing by writing to the managers of the PCSO.
- b. It was **RESOLVED** to speak with the PCSO and ask if he would be happy to have the Council write about him on the Parish Council website and/or Facebook pages

11. Reports from representatives

Councillors updated as follows:-

- Cllr Fleming cleaned and reorganised the phone box library.
- Cllr Gatt had a first meeting with the Village Hall Committee. Contractors have inspected the roof from the loft space and a scope of works is being worked up.
- Cllr Cooke advised there will be a speed watch day on the 6th September.
- Cllr Saunders had nothing to report.
- Cllr Maitland-Smith
 - Horsham District Council's water neutrality meeting for Parish Councillors. A lot of the focus of that meeting is how does water neutrality affect planning decisions. There were a few discussion points including constraints in the short and medium term and whether water used in construction is taken into account. Also, noting that there is not much in terms of a strategic solution to reduce water usage.
- Cllr Sallows had discussions with Sports and Social Club on the constitution.

- It was **RESOLVED** that Cllr Sallows would prepare a report to discuss at the September Parish Council meeting
- Cllr Hanstad-Pilcher
 - Had a discussion with Highways who had agreed to do a survey of the Parish looking at road safety, pot holes etc. This has been done and he will meet them again to look at the findings and report back to the Council.
- Cllr Hussey
 - Had a report from the ambulance association that the defibrillator at the Village Stores had been used recently. Cllr Hussey inspected the machine and noted that a pad and wipes were missing and replacements will be ordered.
 - In addition, a service is required and the process involves the defibrillator being taken away for service and then returning. This means the village will be without this defibrillator for 3 days from 21 September. The Ambulance service will be notified of this. There is an alternative at the Village Hall but access is not always possible as the Village Hall is only open when in use. The village stores do have a key for the Village Hall.
 - The monitoring officer will be running workshops on code of conduct for Parish Councils and the councillors are encouraged to attend.
 - It was **RESOLVED** to additionally invite the monitoring officer to a Parish Council meeting to allow for more discussion.
 - It was **NOTED** that Cllr Maitland-Smith should not attend agenda items on Save West of Ifield.

12. Clerk's report

The Clerk reported as follows:-

- Following communications between Cllr Nagel and West Sussex Highways regarding antisocial cycling, residents are asked to report these types of incidents to the police.
It was **AGREED** that the Clerk would publish this in the website news.
- It had previously been agreed to ask Leanne Bannister to minute the full council meeting on the 25th October. However the new clerk is now in post. It was **AGREED** the new clerk would cover this meeting
- A contact sheet of all the Parish Councillors in case of emergency has been developed for the use of the Parish Councillors and Clerk ONLY.
It was **AGREED** to email to all and store in the Drop Box location outlined in that email. This contact sheet is for emergency use and not for publication.
- Contact has been made with contractors to clean the playground surface. Lack of a water supply and also the fragility of some parts of the surface making it unsuitable for pressure washing since this could damage it further. It was **AGREED** that the Clerk would look into next steps and report back to the Council meeting in September.

13. Financial

It was **RESOLVED** to approve the report for July 2022.

14. **Schedule of payments**

It was **RESOLVED** to approve the following payments;

Payee	Reason for payment	Amount due
Various	Salaries	2331.14
<u>Countrymans</u>	Ground maintenance	528.81
<u>HALC</u>	Annual subscription	20.00
<u>Mulberry and Co</u>	Clerk's training	240.00
<u>Mr Allen</u>	Website maintenance	124.84
Surrey Hills Solicitors	Legal fees	1086.00
	Total	4330.79

Meeting closed at 21.00pm

M Davis

Clerk to Council
31 Aug 2022