

## Rusper Parish Council



Working with and for the community

Clerk to Council  
c/o Rusper Village Stores  
East street  
Rusper  
RH12 4PX

01293 871273  
clerk@rusper-pc.org.uk  
www.rusper-pc.org.uk

Minutes of the Ordinary Meeting on Tuesday 28<sup>th</sup> February 2023 at 7.30 pm. This meeting was held at Rusper Village Hall.

**Present:** Cllrs M Cooke (Vice Chairman), V Hanstad-Pilcher, F Maitland-Smith, G Sallows, S White, M Fillmore, R Gatt, G Fleming, G Adams, K Nagle (WSCC), E Kitchen (HDC).

**Absent:** Cllrs G Hussey (Chairman), V Saunders, T Hogben (HDC).

1. **Apologies**  
Cllrs G Hussey (Chairman RPC), V Saunders, T Hogben (HDC).
2. **Declaration of interests**  
None were declared.
3. **Minutes of previous meeting**  
It was **RESOLVED** to approve the minutes of the combined Council meeting held on 31<sup>st</sup> January 2023.
4. **Open Forum**  
Update received from the Chair Save West of Ifield. The group plan to launch awareness and engagement push via leafleting, public meeting, making a film. The Council discussed restarting the NP group. The Clerk suggested that a meeting should be called in April, it was **agreed** to organise a meeting and advertise it for the residents of Rusper to attend.
5. **Report from other Authorities**  
**WSCC Cllr Katie Nagle** asked the group if they had any questions. It was noted that the cyclist problem had not changed; also the traffic calming near the new North Horsham development was not being considered. Noted that there is a consultation on ANPR traffic violation fines until the end of March.  
**District Councillor Liz Kitchen** reported that a local transport group for unlawful Gatwick airport parking will need a Parish Council representative to join them after the May election.
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. **The Great British Clean 17<sup>th</sup> March to 2<sup>nd</sup> April 2023**  
Cllr Maitland-Smith has organised the regular annual litter pick via The Great British Clean promotion and Horsham District Council. It was **proposed** the litter pick should be held on 2<sup>nd</sup> April 2023, this was **agreed**. Clerk to notify HDC, Cllr Maitland-Smith to collect the bags, filled bags will be collected by HDC from the Rec Car Park as normal the following Monday.
8. **NPPF Levelling Up Consultation**

An informal working party met on 16<sup>th</sup> February 2023 and an online form was distributed and completed prior to the meeting. Cllr Sallows discussed the final response with the Council. It was **agreed** to approve the response and to copy WALC on the submission. **Action** Clerk and Cllr Sallows to ensure this is done by 2<sup>nd</sup> March 2023 deadline. Thanks were expressed to Cllr G Sallows for his work on the large document.

9. **Rusper Sports Clubs Terms of Reference**

The draft document was issued in advance of the meeting for comment. Cllr Sallows went through the document and answered questions raised. The issue of liability of the maintenance of the club and the lease costs were discussed further. This item is to be **carried to the next meeting**. **Action** Clerk to seek clarification on who the leaseholder is.

10. **Procurement, Training, Funding Proposal**

Documents were distributed in advance of the meeting Cllr Hansted-Pilcher presented the idea to the Council.

*Funding* – the proposal is to seek a role of understanding all funding possibilities and to have a champion on the Council as a 'go to' person. This will also identify projects the Parish are able to commit to.

*Procurement* – the proposal is to put a process together to do things in the right order which will then be put forward to the Council. This will ensure the quality of work.

*Training* – a Councillor to champion the levels of training with Councillors, some of training is compulsory and some of it is essential.

It was **proposed** to vote for a Councillor to take on each role. It was **agreed** Cllr Cooke will head up Training, Cllr Hanstad-Pilcher Procurement and Cllr Fillmore Funding. All were in favour.

11. **CAGNE**

Verbal update was given from Chair and Clerk. No further action.

12. **Clerk Report**

The Council accepted the report from the Clerk.

13. **Reports from Representatives**

**Cllr Hanstad-Pilcher** - WSCC Highways have not responded to the second letter following the survey. Action Clerk to ask for a response. Noted the SID is available for use, this is to be carried to the next meeting.

**Cllr Sallows** – the sports club are looking at costs of resurfacing the second court. Noted the hedge on East Street and is now leaning across a WSCC Highways path. **Action** Clerk to notify WSCC.

**Cllr Cooke** - The RPC website now has a diary page to put all Parish Council relevant meetings on. Clerk has updated the diary and will continue to do so with future meeting dates.

14. **Coronation Lunch - May Day Committee 7<sup>th</sup> May 2023**

It was **RESOLVED** that the Clerk will arrange the road closure on 7<sup>th</sup> May 2023, arrange a grant to the May Day Committee for £200 and apply for any Coronation Grant available via HDC. The majority were in favour.

15. **Play Area Inspection Report**

The full report was sent in advance of the meeting. Noted that there are some yellow areas on the report. **Action** Cllr Cooke to send this to Cllr Hussey for his review and response. Carried to next meeting.

16. **Annual Parish Meeting 20<sup>th</sup> April 2023**

Speakers that have agreed to attend are Richard Black, David Bridges and Cathy Durrant and the PCSO. Clerk to organise a poster for the event and advertise it in the Parish News and Website.

17. **Financial**

18. It was **RESOLVED** to approve the report, including the bank reconciliation  
**Schedule of payments**

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

**RUSPER PARISH  
COUNCIL**

Schedule of payments for bank transfer

Date	Payee	Invoice no./ reason for payment	Total	VAT/ deductions
28.02.23	Various	Salaries	1223.30	0.00
28.02.23	HMRC	PAYE	454.51	0.00
28.02.23	Village Hall	2023 Room Bookings	426.75	0.00
28.02.23	R Allen	Website Management	90.00	0.00
28.02.23	Countryman	Hedge Cutting	185.01	37.00
		<b>TOTAL</b>	<b>2379.57</b>	<b>37.00</b>

\*Increase of 4%.

2142hrs