

PARISH OF PULBOROUGH

ANNUAL PARISH MEETING

The Annual Parish Meeting will take place on Tuesday 10th May 2021 at 7.00pm, in the Arun Hall at the Village Hall. The Chairman of the Meeting will be the Parish Council Chairman, Cllr Ian Hare.

Electors and residents of the Parish of Pulborough are invited to attend to discuss matters of interest to the parish.

After the formal meeting has finished, please join Parish Council members for tea/coffee and biscuits and browse the tables representing some of the community organisations in Pulborough, to see what is available for residents.

Cllr Ian Hare
Chairman of Pulborough Parish Council
27th April 2021

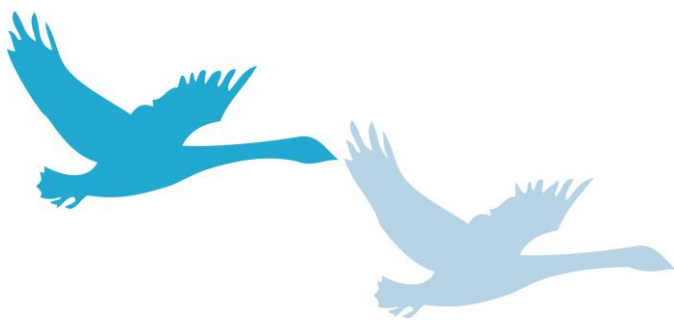
AGENDA

1. Welcome and introductions by Chairman.
2. To approve the Minutes of the Annual Village Meeting held on 13th May 2021.* and consider any Matters Arising from the Minutes.
3. To receive the Annual Report of the Council*, including Chairman's Report, Committee Reports and Financial Report with statement of unaudited accounts for year ended 31st March 2022.

The Annual Report also includes updates on Pulborough Neighbourhood Plan and the Sports Pavilion Project.

4. To consider resolutions of which written notice has been given.
5. Introducing the new Pulborough Neighbourhood Wardens.
6. Community organisations in Pulborough – what's on offer for residents.
7. Any other business, including public questions to the Council.

*available at www.pulboroughparishcouncil.gov.uk



PULBOROUGH PARISH COUNCIL

ANNUAL REPORT April 2021 to March 2022

CHAIRMAN'S REPORT

This has been a more normal year than last year. Although we started the year in lock down, we were able to resume face-to-face meetings on a distanced basis in the summer of 2021. In addition, our Clerk and Deputy Clerk recommenced partial working in the office. As I write this report it seems likely that, in the coming year, we should be able to operate normally in the same way we operated before the pandemic.

Both our Neighbourhood Plan and sports pavilion rebuild project have been held up frustratingly by the issue of water neutrality. Natural England advised Horsham District Council in September that it had concerns about the impact of new development on water abstraction and the effect that this is having on protected habitats. The consequence is that new development must keep the level of water abstraction to the same or lower level as existing rates. This has impacted on our Neighbourhood Plan and the Horsham District Local Plan while consideration is given as to how to integrate this requirement into the plan. The timing was particularly unfortunate because our plan has passed through the public examiner and a referendum date had been set for November. This will be rescheduled in the coming year when full consideration on water neutrality has been built into the plan.

The sports pavilion project therefore needed to consider water neutrality in the same way that any other planning application which is increasing the footprint of a building also needs to consider water neutrality. This was also frustrating because we had applied for planning permission which will be re-activated as soon as we have the water neutrality calculations worked through in an acceptable way for the application.

Resurfacing the Multi Use Games Area (MUGA) on the recreation ground is also being considered. It will involve new fencing and floodlights in addition to a complete resurface providing we are successful in raising the funds. If we fail to raise the appropriate funds, we will have to reconsider the position with the possibility that short term repairs will be made.

Both our Neighbourhood Wardens resigned in November because independently they had good opportunities for advancement. I would like to welcome their successors who started with us in March and May 2022.

I would like to thank all councillors for their commitment in the past year and extend special thanks to our Clerk and Deputy Clerk for their hard work in ensuring the smooth running of our parish.

Ian Hare
Chairman of Council

PLANNING & SERVICES COMMITTEE REPORT

Planning applications have been affected by the Position Statement from Natural England. Horsham District Council has to consider which planning applications require a water neutrality statement before sending them to us, the Parish Council, to comment on as a consultee. Therefore, we have received a reduced number of planning applications. Some of the approved planning applications will also require a water neutrality statement.

After listening to residents, we have recently arranged for a new bus shelter to be installed in New Place Road. The millennium clock on Lower Street is also going to be repaired very shortly.

We are continuing our work with WSCC Highways to try and alleviate the issues of non-local HGVs using the A29 and A283, which is having a major impact on the safety of Swan Corner, Church Hill as well as Lower Street and Station Road. We understand that local businesses need HGVs but we are concerned about the large number which use the A283 and A29 as a way of avoiding using the A27. We joined forces with other similarly affected parish councils with a common aim of trying to convince Highways that something must be done. A meeting with Coldwaltham parish councillors and our local MP Andrew Griffith was held to discuss this point.

Cllr E Kipp (Chairman - Planning & Services Committee)

RECREATION & OPEN SPACES COMMITTEE REPORT

The main Recreation Ground at Rectory Close has been planted with some new trees to replace ones that have been felled because of decaying branches etc. The recreation ground will be home to the Picnic on the Green event on Friday 3rd June for the Jubilee Celebration, being arranged by Pulborough Community Partnership and the Sports & Social Club, when families can bring picnics or buy food/drinks from the Social Club BBQ between 12noon-6pm (sorry, no private BBQs).

The children's play area has had a major overhaul, at a great cost, to ensure safety and performance, and it is nice to see the children enjoying themselves.

The allotments are well used and there is currently a small waiting list for available plots.

The memorial garden is looking lovely and being maintained by willing helpers, many thanks to them.

The primary school has been allocated a corner in Pocket Park to be able to carry out their Forest School activities. Funding from the 'Tesco Bags of Help' scheme has enabled the Parish Council to purchase bird feeders, insect hotels, an interactive notice board, benches and gardening equipment for the children.

The Parish Council is still working within the five year management plan at Rivermead to encourage the wildlife there.

Nutbourne Common lost one tree during the last storm, but the Parish Council is looking to replace it with a specimen tree being donated from Horsham District Council as part of the Queen's Green Canopy initiative to celebrate the Queen's Platinum Jubilee.

Cousins Way Recreation Ground is a popular area for dog walking. As a polite reminder to all, would you please clear up after your dog.

We hope all residents will continue to enjoy the open spaces.

Cllr E Henly (Chairman - Recreation & Open Spaces Committee)

FINANCE & POLICY COMMITTEE REPORT

Following this written report is the draft income and expenditure account of your council for the last financial year. As in previous years, these figures are subject to a final audit.

The income for the year to date 31 March was £280,028 compared to £273,588 for 2020-2021. Part of this income is from a cleansing grant (£6,462). Your Council has seen delays to its key project, the Sports Pavilion, due to ongoing COVID effects now complicated by the Water Neutrality issues affecting the District. This has added delay to the planning process with more delay to the Sports Pavilion project as mitigation to the planning constraints is unclear.

The Council received CIL monies both from HDC and also SDNPA to be held for projects within the village (£2,667). The Finances of the Council were adversely affected both due to lower income and unexpected repair costs to infrastructure. The loss of income seen in the finance year 2021-2022 was less than that seen in 2020-2021.

Higher expenditure was incurred in part this year due to the success of our playgrounds. The popularity of playgrounds during the COVID period led to heavy use of them. This led to an increase in wear and tear and hence increased repairs and replacement items. The budget of £3,000 was overspent with a cost, so far, in the region of £30,458. As a result, £28,807 was moved from reserves and contingencies much depleting these. The largest part of our costs remains staff salaries. The total costs of the wardens will be under budget this year as both our wardens moved on and there is a gap in bringing on board two new wardens.

The precept for the period 2022-2023 was set at £257,362 a 2.5% increase on a band D property. The band D property rate was set at £99.23 an increase of £0.05 a week.

The project work associated with the refurbishment of the Sports and Social Club Pavilion continues slowly. Preplanning advice sought from HDC was fed back to the architects. The processes to secure a planning permission have moved on with work carried out to enable the permission to go through. That said we have been hit by another delay to the process. We cannot secure a planning permission until the impact of water neutrality and all that that entails has been understood. This has cost us so far another near six month delay by early April.

The council view continues to be that with a full planning application, securing additional funding might be easier. The main sourcing of funds so far for the project are Parish Council earmarked reserves, S106 funds, possibly other third party funding as well grants and the shortfall remains around £500,000+. The cost will be reassessed once permission is secured as the ongoing effects of COVID, Brexit and the Ukraine war remain un-quantified.

Another project that will need working on this coming year is the replacement or refurbishment of the existing MUGA

Cllr P Clarke (Chairman - Finance & Policy Committee)

SUMMARY OF ACCOUNTS

INCOME & EXPENDITURE ACCOUNT

(Awaiting Audit)

Yr ended 31 st March 2021		Current Yr ended 31 st March 2022
	Income Summary	
234,655	Precept	243,663
234,655	Sub Total	243,663
	Operating Income	
23,002	Administration	2,749
0	Capital Grants	0
488	Loans and Finance	161
722	MSF	1,285
5,990	Discretionary	6,462
400	Highways	10,220
1825	Allotments	1,618
6,476	Other Recreation	13,871
273,558	Total Income	280,028
	Running Costs	
21,099	Administration	23,150
0	Advertising & Publicity	0
372	MSF	43
167,354	Staff Costs	153,610
5,033	Discretionary	9,202
5,494	Highways	16,207
5,050	Street Lighting	5,121
1,236	Allotments	881
622	Bowling Club	689
12,025	Grounds Maintenance	9,128
7,858	Pavilion	5,754
20,005	Other Recreation	49,629
246,148	Total Expenditure	273,412
	General Fund Analysis	
69,299	Opening Balance	83,146
273,558	Plus : Income for Year	280,028
342,858		363,174
246,148	Less : Expenditure	273,412
96,709		89,762
13,563	Transfers to/from Reserves	(2,899)
83,146	Closing Balance	92,662

COUNCIL MEMBERS (as at 31st March 2022)

<u>Chairman</u> Mr Ian Hare	Middlemare, West Mare Lane, RH20 2EA Email: ihare@pulboroughparishcouncil.gov.uk Tel: 07850 364601	Ex Officio All Committees
<u>Vice Chairman</u> Mr Paul Clarke	9 Riverside, Pulborough, RH20 1FJ Email: pclarke@pulboroughparishcouncil.gov.uk Tel : 01798 875645	Finance & Policy Committee (C) Recreation & Open Spaces Committee
<u>Councillors</u>		
Mrs Ruth Court	7 Rectory Close, Pulborough, RH20 2AJ Email : rcourt@pulboroughparishcouncil.gov.uk Tel : 01798 874421	Recreation & Open Spaces Committee (VC) Finance & Policy Committee
Mr Owen Davies	c/o Pulborough PC, Swan View, Lower Street, RH20 2BF Email: odavies@pulboroughparishcouncil.gov.uk Tel: 07850 223309	Planning & Services Committee
Mr Len Ellis Brown	c/o Pulborough PC, Swan View, Lower Street, RH20 2BF Email: lellisbrown@pulboroughparishcouncil.gov.uk Tel: 07812 011412	Planning & Services Committee Finance & Policy Committee
Mrs Jeannie Esdaile	c/o Pulborough PC, Swan View, Lower Street, RH20 2BF Email : jesdaile@pulboroughparishcouncil.gov.uk Tel : 01798 874209	Planning & Services Committee
Mrs Edna Henly	70 Stane Street Close, Pulborough, RH20 1FR Email: ehenly@pulboroughparishcouncil.gov.uk Tel : 01798 872599	Planning & Services Committee Recreation & Open Spaces (C) Finance & Policy Committee
Mrs Elizabeth Hunt	c/o Pulborough PC, Swan View, Lower Street, RH20 2BF Email: ehunt@pulboroughparishcouncil.gov.uk Tel: 01798 874147	Planning & Services Committee Recreation & Open Spaces Committee
Mrs Barbara Kay	c/o Pulborough PC, Swan View, Lower Street RH20 2BF Email : bkay@pulboroughparishcouncil.gov.uk Tel : 01798 875545	Planning & Services Committee
Mrs Elaine Kipp	c/o Pulborough PC, Swan View, Lower Street RH20 2BF Email: ekipp@pulboroughparishcouncil.gov.uk Tel : 01798 875451	Finance & Policy (VC) Planning & Services Committee (C)
Mrs Andrea Lawson	c/o Pulborough PC, Swan View, Lower Street RH20 2BF Tel : 01798 813746	Planning & Services Committee Recreation & Open Spaces Committee
Mr Frank Riddle	The Old Manor, The Street, Nutbourne, RH20 2HE Email: friddle@pulboroughparishcouncil.gov.uk Tel: 01798 813484	Planning & Services Committee
Mrs Lissette Trembling	c/o Pulborough PC, Swan View, Lower Street RH20 2BF Email: ltrembling@pulboroughparishcouncil.gov.uk Tel: 07929 420815	Planning & Services Committee (VC)
Vacancy		
Vacancy		

OFFICERS

CLERK TO THE COUNCIL
DEPUTY CLERK

Mrs Heather Knight
Mrs Lisa Underwood

Parish Council Office, Swan View, Lower Street, Pulborough, RH20 2BF
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Office Opening Hours
Tues-Thurs 9.00am to 12.30pm