



To All Councillors,

You are summoned to a meeting of Billingshurst Parish Council on **Wednesday 1 March 2023 at 7.30pm** at **Billingshurst Centre**

Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chairman.


G.C. Burt

Clerk to the Council

23 February 2022

A G E N D A

1. Chairman's Announcements.
2. Apologies for Absence.
3. To Receive Declarations of Interest and consider any requests for a dispensation.

Adjournment for

4. Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).
5. Reports from:
 - a. County Councillor and District Councillors
 - b. Council Representatives on Outside Bodies.

Resume Meeting

6. Approval of the Minutes of the Meeting held on 4 January 2023. (Previously sent)
7. Matters Arising – that are not separate agenda items.
8. To consider **RECOMMENDATION** from the F&GP Committee of 25 January 2023 that the Council's Corporate Risk Assessment be approved. (Minute 10/23 refers). [On website under Council Documents.]
9. To consider **RECOMMENDATION** from the Working Practices Committee of 15 January 2023 that The Civility & Respect Pledge not be supported as the Council already had sufficient policies in place covering these issues. (Min 07/23 refers)
10. To receive an update on meeting with WSCC ref traffic calming in central area and agree way forward - Appendix A.
11. To consider proposed Council-led activities for the Coronation in the parish -- Appendix B.
12. To receive approved Minutes as approved by the following Committees:

- a) Planning & Environment 1 & 20 Dec 2022 and 12 January 2023.
- b) F&GP 14 Dec 2022 and 25 Jan 2023
- c) Property 16 Nov 2022
- d) Working Practices 12 October 2022

(all previously circulated / on website.)

- 13. To receive an update on meeting with Billigreen about Climate Change from Cllr Phillip Day – Appendix C.
- 14. Neighbourhood Wardens - to receive reports for December 2022 and January 2023 – prev. circulated / on website.
- 15. To note date of Annual Parish Meeting of Electors – **Wed 12th April 7pm**
- 16. Any other matters for information only.
- 17. Date of Next (Annual) Meeting – **10 May 2023**
- 18. Exclusion of Press & Public (Contractual – land)
- 19. *Land West of Billingshurst* development: To consider
 - a. proposed contract with Highwood Group ref. use of council-owned land at Jubilee Fields - Appendix D.
 - b. suggested public position statement. - Appendix E.

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.

APPENDIX A

BILLINGSHURST PARISH COUNCIL

1 MARCH 2023

HIGH STREET AND EAST STREET TRAFFIC CALMING

REPORT BY CLERK TO THE COUNCIL

FOR DECISION

Following WSCC's rejection of the Parish Council's Community Highways Scheme application for a package of works to reduce through traffic and speeds and encourage sustainable transport in the central area, a further meeting was held with WSCC highways officers. Cllr Ken Peters, Cllr Mrs Amanda Jupp and the Clerk in attendance.

WSCC suggested we should instead submit a Community Highways Scheme (CHS) for each of the various elements of our proposals, but we declined, given that of all the CHS we had submitted since 2016 had been turned down bar one, for footbridge lighting.

It was suggested that a compromise approach would be for us to go through the package of works [EXCEPT the traffic lights and speed cushions in East St which they would not entertain] and try to marry up elements that we felt were the most important with the various S106 transport monies that were available for the parish and the sort of schemes they must be spent on.

We agreed with the approach but suggested that Wilbar, the consultants who helped us prepare the original scheme, be asked to support the Parish in such a task.

WSCC officers agreed and would seek authorisation to release further S106 funds to facilitate Wilbar's reappointment accordingly.

The Council is invited to:

- a. Support the approach taken.
- b. Agree to form a small working party to work with Wilbar on reviewing the proposed works and confirm membership.

APPENDIX B

BILLINGSHURST PARISH COUNCIL

WEDNESDAY 1 MARCH 2023

CORONATION CELEBRATIONS

REPORT BY CLERK

FOR DECISION

Officers have been giving thought to what the Council might like to do to mark the Coronation of King Charles III in early May, mindful of the limited time to plan and also impact upon staff.

For last year's Platinum Jubilee, the Council missed the deadline to apply for a National Lottery bid and had to fund events itself or gain sponsorship for the program.

This year officers have tried to *get ahead of the game* and have submitted a bid accordingly to the National Lottery Community Fund for £7,500.

This is based upon the following program:

- Friday 5 May - Afternoon Tea at the Billingshurst Centre with entertainment.
- Sunday 7 May - Community Picnic at Station Road Community Gardens, with children's entertainer, band (TBC) and ice cream van (TBC.)
- Decorations: bunting on lighting columns in High St.
- Extra floral displays: crown on village green and 2 floral towers at Jengers Mead o/s Post Office.
- Shop Window Competition.
- Primary School Poster Competition.
- Extra page in Tweet magazine.

Some things have had to be booked already in order to secure them, so in the event of the bid being unsuccessful the program can easily be reduced accordingly. Horsham District Council (HDC) has advised that they plan to give £200 to each parish to help them with their celebrations.

It has been decided nationally that Beacons should not be lit on this occasion, as there are plans to light them in 2024 to mark the 80th anniversary of the D Day Landings; apparently they consider lighting them this year would detract from this. However, we understand that some communities are lighting theirs any way.

The Council is invited to:

- a. Support the program as above and the bid for funding accordingly.
- b. Determine whether the beacon on Adversane Green should be lit.

APPENDIX C

Climate Change

Council

Wednesday 1 March 2023

This note is a continuation of the item introduced to the Council on 3rd January 2023 relating to Climate Change and the Council's approach.

Following the Council meeting, Cllr Marchant and I met 8 representatives from Billigreen on 13 February. Unfortunately the Clerk was not available on that date.

Several topics emerged from the session. These are-

1. Billigreen is a network organisation of 10 enthusiastic volunteers who are dedicated to improving the environment in and around the village. Given that each volunteer agrees to provide two hours a month to the cause, they have achieved remarkable progress in the two years of operation.
2. Their strategy is to seek to influence those whose activities they wish to change in order to improve the ecology and ambience of Billingshurst in all its aspects. They have influenced the improvement of natural habitats within community spaces including the woodland garden on the village green (behind the Parish Council noticeboard), Greenleaves Meadow (Daux Avenue), planting of the apple tree theatre in Station Gardens by primary schoolchildren, also working with St Mary's Church, the Unitarian Chapel, Billingshurst Churches Together and developers.
3. Their persistence in certain areas has yielded significant results. They have been instrumental in changing the mowing strategy of council land to allow more wild flowers to grow, thus encouraging more insect life and a healthier environment. Recently they were a partner in the start of and provide volunteers for a Community Larder, where food donations, especially from the local supermarkets, are available.
4. In the past they have influenced the Council's approach to the mowing of Council green property, and they assist Sussex Green Living's initiative concerning the recycling of plastics.
5. Two other organisations were mentioned during the meeting. These are Sussex Green Living, the CEO of which charity is a member of Billigreen, and Billingshurst Community Partnership. It is intended that both organisations will be approached to determine the extent to which they can also be supported in their endeavours.
6. Billigreen operate a single use plastic recycling scheme on Lakers Meadow on the premises of the Unitarian Chapel. Some such plastics can now be recycled more efficiently at major supermarkets although neither Sainsbury's Local nor LIDL currently participate.
7. They have a Facebook page but currently no website or incorporated status, preferring to operate under the umbrella of the Billingshurst Community Partnership, where a legal entity is required for say insurance purposes.
8. They are keen to promote the Horsham District Council initiative to support installation of solar panels on suitable large buildings.
9. They requested an update on the Parish Council tree planting scheme and in particular accountability for how individual donations had been used.

In the area of local ecology, Billigreen is ideally placed to continue and, where possible, expand its work in the Billingshurst area. The Billigreen network believes that they can achieve more with the overt support of the Parish Council. In their view, the presence of a Councillor will give them more influence in achieving their objectives. It is recommended that Councillors Marchant and Day, and other Councillors where available, provide such support and report back to the Council as required.

Cllr Philip Day