



To All Councillors,

You are duly summoned to a Meeting of the Parish Council on Wednesday 4 March 2020 at Billingshurst Centre at 7.30pm.

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

26 February 2020

AGENDA

1. Chairman's Announcements.
2. Apologies for Absence.
3. To Receive Declarations of Interest and consider any requests for a dispensation.
Adjournment for
4. Reports from:
 - a. Christina Cattermole, New Social Prescriber for Billingshurst and Storrington.
 - b. County & District Councillors
 - c. Council Representatives on Outside Bodies.
5. Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).
Resume Meeting
6. Approval of the Minutes of the Meeting held on 8 January 2020. (Previously sent)
7. Matters Arising – that are not separate agenda items
8. Cedars Farm Development – to consider request of support from local resident – APPENDIX A.
9. To consider **RECOMMENDATION** from the F&GP Committee of 29 January 2020 that the Council's Corporate Risk Assessment be approved. (Minute 12/20 refers)
10. To review Committees and outside appointments etc – APPENDIX B
11. To receive Minutes as approved by the following Committees:
 - a) Planning & Environment 7 Nov, 5 & 17 Dec 2019 and 9 Jan 2020
 - b) F&GP 18 Dec 2019 and 29 Jan 2020

c) Property 20 November 2019

d) Working Practices 23 October 2019

(all previously circulated / on website.)

12. To note arrangements for Annual Parish Meeting of Electors: Wednesday 15 April 7pm. Speaker: *The Dogs Trust*.
13. To receive a progress report on 83a High St - APPENDIX C
14. To receive Wardens' Reports for January and February - previously circulated.
15. To receive notes of the CCTV Working Party 5 February 2020 – previously circulated.
16. To confirm Cllr attendance at BCP events – APPENDIX D.
17. Any other matters for information only.
18. Date of Next Meeting – 6 May 2020 7.30pm

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.



The Billingshurst Pond and Orchard Assoc.

C/O Sam Bateman

Cedars Byre

Billingshurst

RH14 9ES

26 February 2020

Dear Parish Council

RE: Billingshurst Pond and Orchard

Thank you so much for agreeing to place items regarding the Billingshurst Orchard development on the Parish Council agenda and for all your considerations in advance. This is written on behalf of the Billingshurst Pond and Orchard Association and with the backing of over 600 local residents petitioned. We seek the support of the Parish Council on matters relating to a registered orchard. The threatened orchard is sited on land which Horsham District Council owns and intends to develop. The support of the Parish Council is required as follows;

1. Asking HDC to end plans to sell the orchard on for development
2. Asking HDC to fulfil their obligations with respect to the Pond and Orchard areas.

We ask this as we believe the land in question ought to have been delivered to Billingshurst for public amenity use and used as Public Open Space. Owing to a national push on housing, we recognise Horsham District Council may feel unable to agree to our petitions.

In the event that Horsham District are unable to bring the Orchard into public amenity use, then the Parish Council is asked to lobby Horsham District Council as follows;

Billingshurst Pond and Orchard Association

1. Request HDC fulfil their obligations with respect to the development of the Pond area as per the Open Space plans attached. The condition of the pond would need to be enhanced and provision would need to be made for its future upkeep. We hope this could be funded with sums from the sale of the land.
2. Ask HDC to recognise that Billingshurst has suffered a loss of amenity space and will suffer its loss going forward. Horsham District Council should therefore be asked to provide Billingshurst with funds to enable them to improve and extend dated play facilities and enhance open space within the Parbrook estate given that this is the area most affected.

Thank you so much for agreeing to place this item on the agenda of the Parish Council and for all your considerations in advance.

Yours sincerely,

Samantha Bateman

On behalf of the BPOA

BACKGROUND TO CLAIMS THE LAND SHOULD BE P.O.S

We believe that Horsham District Council plan to extricate themselves from a commitment to develop and maintain an area of Billingshurst's Open Space for public amenity use. We understand that the land is to be sold for development should planning permission be granted. It is our view that the community was promised the use of the land as Public Open Space in 1998 when the Parbrook estate was created. At this time, the council promised to enhance the existing orchard and pond areas and maintain them in good order. Over time, this promise was forgotten. Horsham District Council would now like to extract profit from the land in question. The BPOA believes this is wrong in principle and a failure in the District's duties towards Billingshurst Parish.

BACKGROUND TO MAKING GOOD

The Parish may be unable to secure agreement from HDC to make good on their promises to enhance the orchard and pond area. The BPOA recognise that there are pressures on councils to deliver a vast amount of housing and Horsham is perhaps facing more pressure to deliver than most. Even if this is the situation, this does not mean that HDC should be relieved of its responsibilities towards this neighbourhood.

If development progresses, BPOA feel it is right and proper that HDC be required to redress those areas of the open space that can still be enhanced for public amenity – the pond and its immediate surroundings. Further, it should contribute to the improvement of other public amenity spaces within Billingshurst in order to redress those areas of open space it cannot deliver on.

BILLINGSHURST PARISH COUNCIL**COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OUTSIDE BODIES****2019-20**

(The Council has set the max. membership for Committees to 10 members.)

COMMITTEES	
Planning & Environment	GA, EB, GC , DH , SK, JP, SR, SW
Property	BB , PB, GC, SD, DH, SK , RM
Finance & General Purposes	GA, BB , EB, PB, AG , DH, RM, KP
Working Practices	PB, AG , DH, SK , RM, MW
Billingshurst Centre	GA, AG , SK , KP , SR, SW
Flooding	
Complaints (5 members Max)	PB, SD, SK, RM
Complaints Chairman	SK
WORKING PARTIES	
Neighbourhood Plan	SD, JP , SR, MW
Emergency Planning	GA, EB, AG
Internal Audit	GA, DH, RM
East St Traffic Calming	PB, AG, JP
Youth Liaison	RM, MW, SW
Jubilee Skatepark WP	BB , PB, DH
CCTV	PB, GC, RM

***Bold** indicates Chairman/Vice Chairman*

REPRESENTATIVES ON OUTSIDE BODIES	
Allotments Society	
Adversane Traffic WP	AG,JP
B'hurst Sports & Recn. Assn. (BSRA) x4	GC, SD
Fireworks	BB
Friends of Station Road Gardens x1	BB
HALC (H'ham Assn Local Ccls)	AG
N'hood Warden Steering Group x2	GA, SD, AG + Clerk
Public Art Steering Group	Clerk
SPD Working Group	SD + Clerk
Trustee of Adversane Hall x1	AG
Trustee of Dauxwood Pre-School x1	SK
West Sussex Association Local Councils (WSALC) AGM x2	SD, AG
Youth Council	MW
B'hurst Flood Action Group	

BILLINGSHURST PARISH COUNCIL

COUNCIL

4 MARCH 2020

ARUN HOUSE / 83A HIGH ST

REPORT BY CLERK

FOR INFORMATION

The Council purchased the above property last Autumn and contractors tidied up the outside shortly afterwards.

Architects have since drawn up a scheme of works to physically separate the two floors in order that they would be compliant for their intended uses: FF residential and GF Community. A meeting has since been held between the architects and prospective GF tenant to ensure that the scheme meets the requirements of all.

Whilst the priority for the Council is works to enable the FF to be let ASAP, architects have included other works on the GF which it makes sense to do prior to the FF being occupied.

The Architect will shortly seek Building Regs. approval, at the same time as obtaining tenders for the works. As planning permission will need to be obtained for a new fire exit to the rear of the GF which needs to be installed as part of prior-FF-occupation-works, change of use will also be sought simultaneously. The Council will meet this cost and then seek reimbursement from the GF tenant.

It is intended that all works will be done at the same time, but the prospective tenant will fund those works necessary to do on the GF sooner rather than later.

The prospective tenant has had positive meetings with HDC about the early release of S106 funds for this work, in addition to holders of other youth-specific monies in the village.

Sussex Clubs for Young People (SCYP) have shared with me their first draft of a business plan for their downstairs occupation of the building, but until necessary alterations for the GF are costed, this cannot be finalised and presented to the Council as the basis for a future lease.

If any Councillor has not yet been around the property but would like to, please let me know.

The Committee is invited to note this report.



Billingshurst
COMMUNITY PARTNERSHIP

Please reply to: June Perks, Secretary

or email:

Dear Community Colleague,

The Billingshurst Community Partnership has recently come to the end of another 5 year plan. The management committee has decided that we need to redefine our role within the community and, with its considerable experience in many aspect of voluntary work, we feel we could possibly be of help to other local organisations to help them deliver and develop their projects for the mutual benefit of the community. To that end, we have a new mission statement:

The BCP will work with other local groups and organisations on projects and events that encourage cross-generational participation and more social interaction within the community

Throughout the next few months we will be inviting representatives from clubs and organisations in Billingshurst to an informal network gathering so you can tell us, and others, what you're working on, discuss ideas and possibly offer others who are working in the same voluntary area, support and advice. The BCP sees its future role in the community as "enablers" and perhaps become the catalyst to make more partnership working in Billingshurst happen.

Representatives from your organisation are invited to attend all, or any, of the networking events that you think are relevant to what you do :

Arts & Culture Thursday 19th March at the Children & Family Centre in Station Road at 7pm
Senior Citizens & Disabled Thursday 30th April at the BCCC at 7pm
Young People & Children Thursday 21 May at the BCCC at 7pm

Please come along and tell us what you're doing and what you'd like to be doing, and what's stopping you from doing it. We will give everyone present the opportunity to tell us about their organisation and its plans for the future.

We look forward to hearing from you and hope you will come along.

Please RSVP to June Perks, our Secretary at the above. Thank you.

Yours sincerely

Denise Campbell
Chair