



**Minutes of the Meeting of Billingshurst Parish Council
Wednesday 13 March 2024
7pm at the Billingshurst Centre**

Present

Cllrs Ken Peters (Chairman), Faye Algar, Edna Benger, Paul Berry, Phillip Day, Sandy Duck (until Min 27/24a) Craig Gale, James Marchant, Trevor Leonard, Kate Rowbottom (from Min 25/24), Steve Thomas, Doug Waller and Sarah Wilson.

In attendance

G C Burt, Clerk to the Council
District Cllr John Trollope
County Cllr Mrs Amanda Jupp
1 member of the public

22/24 Chairman's Announcements.

The Chairman advised that

1. The meeting was being streamed to the internet.
2. Cllrs wishing to speak should raise their hand and speak loudly and clearly.
3. Mobile phones should either be switched off or silenced.
4. In addition to the vacancy we may fill by cooption this evening following the resignation of Deepak Mahal, another vacancy has arisen following the resignation of Caroline Beresford Pratt. If no election is called, we may fill this by cooption at the May meeting.

23/24 Apologies.

An apology for absence was received from Cllr Roy Margetts due to a prior engagement. On the proposal of Cllr Ken Peters, seconded by Cllr Doug Waller, **RESOLVED** that the apology and reason given be accepted.

24/24 To consider any applications for co-option (1 vacancy).

The Council had widely publicised a casual vacancy. Written submissions from two candidates (Kate Rowbottom and John Trollope) had been circulated to all Councillors. Both spoke in support of their applications and answered questions. On the proposal of Cllr Doug Waller, seconded by Cllr Sandy Duck, **RESOLVED** that Kate Rowbottom be co-opted to the Council accordingly. Cllr Kate Rowbottom then signed the Declaration of Acceptance of Office and joined other councillors at the meeting table.

25/24 To Receive Declarations of Interest and consider any requests for a dispensation.

None.

*Adjournment for***26/24 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).**

Deepak Mahal said that in reference to agenda item 10, he thought the Council was unable to take an objective view on what infrastructure projects should be suggested to Horsham District Council (HDC), and that instead parishioners should be asked for their views. The Clerk advised that HDC planned to hold a public consultation and had invited the Parish Council, along with other stakeholders, to submit its wish list so there was no need for the Parish Council to hold its own public consultation.

27/24 Reports from:**a. County and District Councillors.**

County Cllr Amanda Jupp (AJ) reported on continuing budgetary pressures at West Sussex County Council (WSCC), especially in areas such as children's services where the cost of caring for a child in care can be as high as £15k per week. That budget had been increased by £21 million to £262 million. The number of reported potholes had doubled since last year and the budget had been increased. The highways team were working around the clock to try to keep the worst ones filled, but sadly many of the team had been subject to verbal abuse from the public. Please keep reporting the potholes though!!! The bridge on the Coneyhurst Road continued to flood and she was pressing highways. In answer to a question from Cllr Fay Algar, potholes were supposed to be filled within 15 days. Cllr Sarah Wilson asked why only temporary repairs were made. AJ advised that permanent repairs can't be done if the weather is poor.

Cllr Sarah Wilson asked if and when the new booking system at the household waste recycling centre (HWRC) would be reviewed? She said that it was often quiet and saw no justification for the booking system.

Cllrs Ken Peters and Doug Waller took issue with the justification for the introduction, querying how it saved money. AJ said WSCC needed to save money, and the system was working very well.

District Cllr John Trollope reported on the proposed Billingshurst Infrastructure Fund, the HDC Council Tax increase of 2% and his survey of dog waste bin provision/requirements in the Parish.

b. Council Representatives on Outside Bodies.

Cllr Craig Gale reported on the continuing good work of the Billingshurst Sports and Recreation Association (BSRA). They were actively looking to improve facilities, irrespective of an enabling development taking place.

Resume Meeting

28/24 Approval of the Minutes of the Meetings held on 10 January and 7 February 2024.

The draft minutes of the meetings held on 10 January and 7 February 2024, previously circulated, were taken as read. On the proposal of Cllr Ken Peters, seconded by Cllr Doug Waller, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

29/24 Clerk's Report.

The Clerk reported, for the record, that he had e-mailed all Cllrs on the 23 January 2024, reminding them *inter alia* that the onus was on them to declare appropriate interests and, if they needed guidance they should contact the Monitoring Officer at HDC, not the Chairman or Clerk.

30/24 To consider RECOMMENDATION from the F&GP Committee of 31 January 2024 that the Council's Corporate Risk Assessment be approved. (Minute 12/24 refers).

On the proposal of Cllr Phillip Day seconded by Cllr Doug Waller, **RESOLVED** that the Council's Corporate Risk Assessment be approved accordingly.

31/24 To review Council *Wish List*

HDC had invited the Council to advise of any capital projects that it had in mind, or would support / be aware of in the parish, so that it could be assimilated with suggestions from other stakeholders. This would be used to inform a wider discussion about how to use future CIL, s106 and other funds that HDC has said it would allocate to the Parish, dubbing it the *Billingshurst Infrastructure Fund*. HDC had said it would hold a public consultation exercise in due course. To assist Members, the Clerk had circulated a list of all known projects, many derived from the Neighbourhood Plan that had been consulted widely upon. With the addition of traffic calming through Adversane, on the proposal of Cllr Phillip Day seconded by Cllr Ken Peters, **RESOLVED** that the list be submitted to HDC accordingly. (The Clerk asked that any additions thought of subsequently be advised to him ASAP.)

32/24 To receive Minutes *en bloc* as approved by the following Committees:

The following approved minutes were received:

- a) Planning & Environment Committee of 7 December 2023, 9 January and 6 February 2024.
- b) F&GP Committee of 12 December 2023 and 31 January 2024.
- c) Property Committee of 11 October 2023.

33/24 Neighbourhood Wardens - to receive Wardens' Reports for December 2023, January and February 2024 - previously circulated. NOTED. Cllrs expressed their appreciation of the Wardens' comprehensive reports and hard work.

34/24 To review appointments to committees etc.

On the proposal of Cllr Craig Gale seconded by Cllr Sarah Wilson, **RESOLVED** the appointments as set out in Appendix A. [Cllr Doug Waller said the WP Committee was planning to look at *approved reasons* for absence at its next meeting.]

35/24 Date of Next Meeting - 1 May 2024

Meeting finished at 8.11pm

Chairman

Date

APPENDIX A.

BILLINGSHURST PARISH COUNCIL	
COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OUTSIDE BODIES	
2023-24	
(The Council has set the max. membership for Committees to 10 members.)	
COMMITTEES	
Planning & Environment	JM, DW , SW, FA, KR
Property	PB, SD, PD , RM, ST, EB, CG
Finance & General Purposes	PB, PD , RM, KP, EB, CG , ST
Working Practices	DW , SW, RM, ST , CG, KP
Billingshurst Centre	PB, SD, PD, SW , KP, EB , CG
Complaints (5 members Max)	PB, SD, RM, TL, CG
Complaints Chairman	SD
WORKING PARTIES	
Neighbourhood Plan	In abeyance
Internal Audit	PD, KP, RM
Traffic Calming	PB, JM, TL, ST, KP
Centre Heating	PD, CG, FA

Bold indicates Chairman/Vice Chairman

REPRESENTATIVES ON OUTSIDE BODIES	
Allotments Society	EB
Billigreen & Climate Change liaison	PD, JM, TL
B'hurst Flood Action Group	EB
B'hurst Sports & Recn. Assn. (BSRA)	CG
CPRE	KP, SD
Friends of Station Road Gardens x1	SD
HALC (H'ham Assn Local Councils)	PD, SD
HDC Liasion	TL (Plus Chair or V Chair)
N'hood Warden Steering Group x2	PB, SD, PD
Parish and Neighbourhood Climate Action Network	PD
Rural Market Towns Group (RMTG)	SD
Supplementary Planning Document (SPD) W/Group + S106 meetings	CG, SD
Sussex Police & Crime Commissioner - Focus Groups x1	TL (Reserve: ST) + Clerk
Trustee of Adversane Hall x1	SD
Trustee of Dauxwood Pre-School x1	SD
West Sussex Association Local Councils (WSALC) AGM x2	PD, SD
Youth Council	In abeyance
Youth liasion - all matters	SW, CG

Updated 14/03/2024