

**Minutes of the meeting of the Pulborough Community Partnership  
Management Group held using Zoom  
on Monday 18<sup>th</sup> May 2020**

**Those attending:**

Roger Paterson <i>Chair</i>	
David Hurst <i>Minutes</i>	DH
Andrew Cox <i>Treasurer</i>	AC
Ian Hare	IH
Ray Quested	RQ
Rob Aylott	RA
Elizabeth Hunt	EH

Item		Actions
<b>1.</b>	<b>Minutes of the last meeting</b>	
	The minutes of the meeting of 16 <sup>th</sup> March 2020 were <b>agreed</b>	
<b>2.</b>	<b>Financial Report</b>	
	<p>The Treasurer reported that, as agreed at the previous meeting he had paid two invoices for the tourism website preparation totalling about £1000. He expected two more to come.</p> <p>He has received £232 to be held for the Wardens' COVID Help Hub to pay for any expenses.</p> <p>As requested he had asked our insurers, Zurich, for the price of insuring the proposed Mums' Space facility and they said it could be added free of further charges.</p>	
<b>3.</b>	<b>Village COVID response</b>	
	<p>DH had circulated an impressive report by Vanessa Green amplified by a conversation with Carol Boniface. They had circulated a card with a contact phone number through almost every door in the village in advance of many other villages. This had found 193 people who needed help and about 50 people volunteering to help. The work had reduced as grocery deliveries stabilise though 'befriending' phone calls have increased. A plan with the pharmacy have enabled volunteers to amplify the medicine deliveries. Overall they continue to support some 30 residents a week.</p> <p>DH said that Carol was considering how to 'capture' the volunteers for other opportunities to help the village and he was thinking of the same idea for PCP projects. This would be discussed further as the pandemic reduces.</p> <p>The meeting asked that the Partnership's thanks be passed to the Wardens.</p>	DH

4.	<b>Parish Council Report</b>	
	<p><i>Neighbourhood Plan:</i> IH and RQ reported that the Plan was on the verge of going for Regulation 14 but was now on hold because of the COVID situation. A short meeting was needed to agree some small changes and then it should go to local consultation.</p> <p><i>Pavilion:</i> IH reported that they have had an online meeting with the provider of the youth club service SCYP. SCYP want to utilise the new facilities and will work with other Pulborough clubs to provide increased youth services and possible funding. A mother &amp; toddlers group was also interested in being involved.</p> <p><i>Stakeholder Group:</i> There had been no further meetings.</p>	
5.	<b>Websites</b>	
	<p><i>PCP – <a href="http://www.pulborough.org">www.pulborough.org</a></i> DH has arranged that this will be resurrected by David Jessop of Horsham who is doing the work without charge. It is aimed at Pulborough residents and to attract volunteers for PCP projects. It has been agreed that PCP minutes will be included but not the accounts. There is more work to do.</p> <p><i>Tourism website.</i> RA reported that this is underway and outlined the current work. It will be designed to attract tourists to Pulborough and increase residents' pride-in-place.</p> <p><i>Traders – <a href="http://www.pulboroughtraders.co.uk">www.pulboroughtraders.co.uk</a></i> EH's husband has created the Pulborough Traders site free of charge and most local businesses have been added, although there are more to be entered. Businesses that want more than a basic entry of contact details will be able to pay for greater detail, charge would be around £10/quarter for advertising. The Pulborough Exchange paid for the domain <a href="http://www.pulboroughtraders.co.uk">www.pulboroughtraders.co.uk</a> (around £7) and will pay the hosting fee (around £3/month).</p> <p><i>COVID website – <a href="https://www.amberleyhelpline.co.uk/">https://www.amberleyhelpline.co.uk/</a></i> DH said that attention had been drawn to the excellent Amberley website. He has discussed this with Carol Boniface who thought that what works for Amberley's 600 people may not work for Pulborough's 5,000. Many of those needing help did not own a computer. She would not want to introduce a new website now the pandemic was past the peak and the Pulborough service was working well.</p>	
6.	<b>Lower Street</b>	
	<p><i>Signs for Car Park:</i> DH said that Co-op Funeralcare had declared a willingness to fund a P-sign on the eastern face of their building. He had tried to check progress on various occasions but no news had ever come forward.</p> <p><i>Car park works:</i> DH said that Nigel Weston of HDC had said he had a project to carry out various improvements to Lower Street car park, probably in August/September. DH had suggested that Heather and Nigel have a conversation to clarify the works and how the parish council should be involved.</p> <p><i>Memorial gardens:</i> EH has put together a group of volunteers including very experienced gardeners to work on the Memorial Garden every month. She said that people living on Lower Street, who don't have gardens, have 'discovered' the Memorial Garden and are very much appreciating it, while social distancing. They are very appreciative of the volunteers and have been helping to weed. The plan of the original garden sent through to EH bears no relation to what is there now, so clearly many of those original plants were</p>	EH/IH

	<p>unsuitable for the situation. She asked IH to see if there could be flexibility regarding planting. Sainsburys has donated about 50 pots of hyacinths that were about to be thrown away but these are now planted.</p> <p><i>Trader changes:</i> EH said that Maestro cycles were considering moving out. The Pulborough Exchange would take over the shop when the move happened.</p>	
<b>7.</b>	<b>WildArt Trail</b>	
	<p><i>Culvert failure:</i> The culvert had not yet been repaired though Julianne had said she was getting agreement from authorities to go ahead as soon as possible.</p> <p><i>Relaunch:</i> DH said that he was planning a relaunch of the Trail once the COVID situation allowed. There would come a time when it was no longer worth spending money on promotion for this year.</p>	DH
<b>8.</b>	<b>Duck Race and Harvest Fair</b>	
	<p>RA said that he had cancelled both events as stall holders and attractions were reluctant to make plans at this stage and money would have to be spent before long. Many events he was personally interested in had been cancelled through September.</p>	
<b>9.</b>	<b>Heritage weekend 12/13 September</b>	
	<p>Planning was continuing as arrangements could all be held over until another time if COVID does not allow it to take place. Literature will be undated.</p>	
<b>10.</b>	<b>Gateway Signs</b>	
	<p>RP said the signs continued to feature the WildArt Trail but he wondered if changing them to feature the Traders' website would encourage people to buy local when the restrictions are lifted. This was supported.</p>	RP
<b>11.</b>	<b>Community Land Trust</b>	
	<p>RP said that there will be no funding from HDC so any progress will have to be locally financed. EH said she had been shocked at the state of some housing in Pulborough. RP said it was up to HDC to work with Saxon Weald to redevelop these.</p>	
<b>10.</b>	<b>Hub and Mums Space</b>	
	<p>RA reported that the Hub was meeting online as well as possible given the circumstances.</p> <p>Mums' Space was planned to be a similar event in the Youth Club but aimed at mothers dropping children at St Mary's School in the morning. RA said that he was having great difficulty with Horsham Matters who were not being helpful. He did not expect it to open until 2021.</p>	
<b>11.</b>	<b>Pump Track</b>	
	<p>DH said that he had checked with Carol Boniface and the boys were concentrating on exams and had no further progress to report.</p>	

<b>12.</b>	<b>Tourism Information Screen</b>	
	DH said that the tourism information screen in Lower Street car park has been taken over to display public health information for the duration of the coronavirus outbreak.	
<b>13.</b>	<b>Tourism Poster</b>	
	DH said that the poster had been completed and that the copy for the station had been delivered and was put up in the ticket office foyer the past weekend. Installation in the frames at Swan Bridge and Lower Street car park is awaited. RQ said he would explore with the designer.	RQ
<b>14.</b>	<b>Youth Centre</b>	
	IH said that the contractor, Sussex Clubs for Young People, was actively supporting children in the COVID pandemic with a volunteer teacher to assist with homework and there was counselling support for children suffering bereavement or domestic abuse.	
<b>15.</b>	<b>Any Other Business</b>	
	EH asked if there could be help for traders planning to reopen soon? She was thinking of help with redecoration of the facades and signs. RP said that this had been tried and a designer had produced a scheme for Lower Street. RA said he would try and find this but he hadn't seen it for many years. RP suggested she bring forward a proposal for comments. There was money available from Section 106 funds but it needed to be for the whole of Lower Street.	EH
<b>16.</b>	<b>Date of Next Meeting</b>	
	The next meeting will be on Monday 13 <sup>th</sup> July 2020 at 5 pm using Zoom subject to the coronavirus situation.	ALL

David Hurst  
19<sup>th</sup> May 2020