

**Minutes of the meeting of the Pulborough Community Partnership  
Management Group held using Zoom  
on Monday 4<sup>th</sup> January 2021**

**Those attending:**

Roger Paterson <i>Chair</i>	RP
David Hurst <i>Minutes</i>	DH
Andrew Cox <i>Treasurer</i>	AC
Ian Hare	IH
Ray Quested	RQ
Rob Aylott	RA
Elizabeth Hunt	EH
Pat Arculus	PA
Ruth Court	RC
Elaine Kipp	EK

Item		Actions
<b>1.</b>	<b>Minutes of the last meeting</b>	
	The minutes of the meeting of 9 <sup>th</sup> November 2020 were <b>agreed</b>	
<b>2.</b>	<b>Financial Report</b>	
	AC said that there was not much to add since little had happened since the last meeting apart from some bank charges. He had renewed the annual insurance for £250 with Zurich.	
<b>3.</b>	<b>Section 106 meeting report</b>	
	The PCP directors had held a meeting on 16 <sup>th</sup> November to discuss the remaining Section 106 funds and had agreed that there were two amounts; one is the remains of a SEEDA grant which was £5,994 and this was held by PCP. The other is the remaining Section 106 funds from the Tesco development which was £20,414 and held by HDC. A paper on these discussions had been circulated and was <b>agreed</b> . DH had written to Suzanne Shaw, the HDC officer concerned, asking that she confirm that HDC recognised the figure as it was intended to spend it. There was no reply so far and he would chase it.	<b>DH</b>
<b>4.</b>	<b>Village COVID response</b>	
	This meeting was just hours before the government's announcement of a further lockdown. Two attendees said that they had appointments for vaccination on 8 <sup>th</sup> January at PMG so action was underway.	

<b>5.</b>	<b>Harvest Fair/Duck Race finances</b>	
	<p>RA had circulated papers describing the current position of the finances of the Harvest Fair and Duck Race and looking at possible future needs. He said that 2019 was a wake-up call as high winds almost required cancellation of the Harvest Fair. He said that although no Harvest Fair had taken place in 2020 the actual weather on the designated day would probably have meant cancellation. This reinforced the need to ensure there was sufficient funds available to cover necessary refunds and repayments if cancellation was necessary. He believed that reserves of approaching £10,000 were necessary to provide adequate funds.</p> <p>RA was forming a joint team to run all events rather than keeping separate teams. He hoped to find a storage place for all the various equipment. As said that the team had run two successful competitions in the village, one for scarecrows in the shape of village characters and the other for Christmas decorations.</p> <p>DH said that he believed that the admin costs of the PCP should be covered by such income as HDC could not be depended on and AC said he thought – given previous sums spent – the admin costs are about £500 p.a. He would set up a proper admin fund</p> <p>DH said that Paul Latter had expressed an interest in attending PCP meetings but was currently heavily committed in keeping his business going in these COVID times. RA supported this.</p> <p>RA asked that the planned donations to the football club, Jubylee Bakes, Macmillan and the school be made when he deemed a favourable moment to get publicity. This was <b>agreed</b>.</p>	<p>RA</p> <p>AC</p> <p>DH</p> <p>RA</p>
<b>6.</b>	<b>Parish Council Report</b>	
	<p><i>Neighbourhood Plan:</i> IH reported that the Plan was out to public consultation with HDC and this would end on 13<sup>th</sup> January. RQ said that the names of potential Inspectors had been put forward and a suitable one chosen.</p> <p><i>Pavilion:</i> IH reported that the project progresses. The architects had been asked for more detail and costs.</p> <p><i>New PC website:</i> The latest development of the new website should be viewed on Friday and after training it was hoped to go public by the end of the month.</p>	
<b>7.</b>	<b>Lower Street</b>	
	<p>EH had circulated a spreadsheet of ideas for developing the shopping experience in Lower Street. There was discussion of the ideas.</p> <p>RP said that we needed to have a sub-group of no more than four to develop which of the suggestions could be done. This was <b>agreed</b> and it would be known as the Lower Street Action Group. Any proposals must be placed before the PCP directors for formal approval before funds are committed. AC suggested that we needed projects that we could do without requiring actions by authorities. EH said a quick win was required.</p> <p>It was <b>agreed</b> that EH would chair the sub-group together with RA and RQ plus a trader.</p>	EH/RQ/RA
<b>8.</b>	<b>Youth Centre</b>	
	<p>PA said she was waiting to hear from WSCC who had been negotiating with the school. DH said that the Head, Sam Copus, had written that she was</p>	PA

	<p>willing to talk to anyone.</p> <p>IH said that SCYP, the operators of the youth club, were an important partner in the redevelopment of the Pavilion and in the long term would take space there. It was the short term that required help.</p> <p>It is important to find out who is going to take on the lease.</p>	
<b>9.</b>	<b>Pulborough Watersports</b>	
	<p>DH said he had had a meeting with Guy Harwood about the land west of Pinchplum Cottages and Guy would talk to his architect and come back to him. DH had also spoken to Brian Barttelot who owned the west bank of the river from the Rother almost to Pallingham. DH had also found who owned the east bank at Stopham, someone named Briggs, but the address held by Land Registry did not exist.</p>	<b>DH</b>
<b>10.</b>	<b>WildArt Trail</b>	
	<p>DH said that Spark had still not succeeded in getting Google to restore the app to their Playstore so it was still only available to Apple users. He said that Nigel Weston was working on FWDP to get new stronger owl figure to replace the broken one.</p>	<b>DH</b>
<b>11.</b>	<b>Gateway Signs</b>	
	<p>RP said that the 'Support your local shops' signs were back up and a new design could be used. It was suggested this might be co-ordinated with the Lower Street activities.</p>	<b>RP</b>
<b>12.</b>	<b>Community Land Trust</b>	
	<p>RP said that the CLT had got strong support from the HDC Neighbourhood Plan consultation.</p>	
<b>13.</b>	<b>Any Other Business</b>	
	<p>DH said that HDC were looking at the rail bridge on the A283 to see what the problem was and then to work with WSCC to find a solution.</p>	
<b>14.</b>	<b>Date of Next Meeting</b>	
	<p>The next meeting will be on Monday 8<sup>th</sup> March 2021 at 5 pm using Zoom subject to the coronavirus situation.</p>	<b>ALL</b>

David Hurst  
5<sup>th</sup> January 2020