

**Minutes of the meeting of the Pulborough Community Partnership
Management Group held using Zoom
on Tuesday 24th November 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 Qusted	RQ
Paul Latter (part)	PL
Elizabeth Hunt	EH
Ruth Court	RC
Frank Riddle	FR
Len Ellis-Brown (part)	LE

Apologies

Rob Aylott, Paul Clarke, Elaine Kipp, Lissette Trembling, Tia Stillwell. Sallyanne Jones

Item		Actions
1.	Minutes of the last meeting	
	The minutes of the meeting of 6 th September 2021 were agreed	DH
2.	Financial Report	
	AC tabled documents showing the current state of the budgets which gave total funds in the bank of £22,600 though most of that was ring-fenced. He said that the Harvest Fair was more or less completed with another £600 paid in recently. PL said he had another stand fee outstanding which he will chase. The Fair had been very successful as an event and this year was the second highest in terms of straight income and the highest in terms of net income after costs. PL added that he was writing a report that will offer ideas for improvements for 2022.	PL
3.	Future of the Pulborough Community Partnership	
	<i>Horsham District Community Partnerships Forum:</i> DH said that further to the comments reported in the previous minutes the HDCPF had tasked a sub-group to look at the original mission statement and recommend a new text. This had been circulated. RP said it was important to recognise the supremacy of the parish council as a statutory body. RQ asked if the Localism Act 2011 was still relevant today? DH would inquire. The meeting agreed the text with no changes. DH said he would report that to the next HDCPF meeting. <i>Community Action Plan:</i> DH said that further to the discussion in the last meeting RP had produced a suggested card to go through doors in Pulborough. It asked residents to visit an online questionnaire asking for their ideas. He said that a significant advantage of the online survey was that it automatically totalled the response to the questions.	DH

	<p>A sub-group would be formed of RP, RQ, RA, EH and LE to work through the text of the card and the questions for the survey.</p> <p>RQ said that the Neighbourhood Plan group had success handing out cards at Tesco and Sainsbury on a Saturday morning.</p>	RP
4.	Parish Council Report	
	<p><i>Neighbourhood Plan:</i> IH reported that the Neighbourhood Plan is currently being delayed, along with others in the District, by the water neutrality problems. It was complete but now just awaited a new referendum date.</p> <p><i>Pavilion:</i> IH said that the Pavilion was also awaiting planning permission but was held up by the water neutrality problems. Once planning permission had been agreed then fund-raising would need to start and sources of grants can be explored.</p> <p>There was a discussion on fundraising for village projects and it was agreed to raise this at the next PCP meeting as a separate item.</p> <p><i>Village Wardens:</i> IH said that they had few applications for the jobs, possible because they were part-time. One applicant was being interviewed next week.</p>	DH
5.	Lower Street	
	<p><i>Trader News:</i> EH reported that the physiotherapist was open in Carlyon House. The Christmas trees are up and lit. There was no news of progress on the old funeral premises.</p> <p><i>Late night opening:</i> EH said that there would be late night opening in Lower Street on the Thursdays in December up to Christmas, namely 2nd, 9th, 16th and 23rd up to 8pm. Jacobs Bagels and Pulborough Patisserie would have stands and there would be music, either live or recorded.</p> <p><i>Trees and gardens:</i> EH had circulated an update of the project to put six trees in Lower Street which was nearing the point of getting approval from HDC for the grant. Highways had approved the sites and the nearest traders had agreed the plan and will water them. RQ said that latest NPPF now included trees in streets as desirable. RC asked if the sites allowed mobility scooters and buggies to pass and EH said that was an important consideration. The strip of garden by the Royal Mail was being dug over and planting had started.</p> <p><i>Counting Footfall:</i> DH said he needed someone to take on the new HDC footfall project as it was beyond his technical experience. EH suggested Beverley Reece and PL and LE also offered to look at it.</p> <p><i>Oddfellows Arms:</i> The application to be a Community Asset has been accepted by HDC and the Heritage branch of HDC has required the owners to carry out some repairs. There have not yet been any planning applications for those repairs. A new tenant is in residence and the pub is open.</p> <p><i>Speed signs:</i> As reported in the previous minutes Andrew Griffith had suggested flashing speed signs in Lower Street. DH and PL had explored this further and had quotes for two signs with solar panels to power at £7587 and two to be plugged into lamp-posts at £5640 – both including VAT. The equipment can be programmed from an iPad to show what is required and will also count the traffic. DH and PL were asked to draw up a proposal with the idea of using the existing funds held to buy and install the equipment.</p>	EH EH DH DH/PL
6.	EV Charging Points	
	<p>PL and DH had discussed the announcement by WSCC that there is a project to install EV chargers in all communities in West Sussex. The announcement had</p>	

	no information on how many chargers nor what power they would be. PL said that it was important to develop a plan early in the project in order to influence the proposals and push Pulborough up the installation list of communities. RP said it was important to work with the parish council to reach an agreed proposal. PL and DH would investigate this further.	PL/DH
7.	Remembrance Day/Sunday/Poppies	
	EH said that there had been no poppies on sale in Lower Street and she had found there were no Royal British Legion volunteers in Pulborough willing to take it on. It was suggested this could be publicised on social media next year. EH also had suggested to the Pulborough Churches Together that a joint service could be held in the Memorial Gardens on 11 th November as well as the main service on the Sunday. She would follow it up next year.	EH
8.	Youth Centre	
	Following the note in the previous minutes EH had contacted Sussex Clubs for Young People and the Youth Club will have a weekly meeting in the Village Hall from 1 December through to the end of the financial year. There were funds left over from the current year plus a £500 grant from HDC. EH also said that Horsham matters had a foodbank van in the Pavilion car park every Thursday but was told by the attendant that practically no-one in Pulborough used it. Flyers had now been produced to be circulated in the village.	EH
9.	Pump track	
	Tia Stillwell had written a report that said that discussions had been held with Catesby Estates about placing the proposed pump track in the new development on New Place Farm. She had been told that the track would be financed from the section 106 money from the development. If Catesby cannot find a site they had said that they would use the money to fund another site in Pulborough.	
10.	Gateway Signs	
	EH asked if it was still possible to have signs produced for Christmas. RP said he was waiting for traders' comments but it would take about a week to produce the signs.	EH/RP
	The following items have nothing to report at this time	
11.	Mens' Shed	
12.	Mums' Space	
13.	Pulborough Watersports	
14.	WildArt Trail	
15.	Websites	
16.	Community Land Trust	
17.	Date of Next Meeting	
	The next meeting will be on Wednesday 19 th January 2022 at 5 pm using Zoom subject to the coronavirus situation.	ALL