

**Minutes of the meeting of the Pulborough Community Partnership  
Management Group held using Zoom  
on Wednesday 8<sup>th</sup> February 2023**

**Those attending:**

Roger Paterson <i>Chair</i>	RP
David Hurst <i>Minutes</i>	DH
Ian Hare	IH
Rob Aylott	RA
Ray Quested	RQ
Elizabeth Hunt	EH
Andrew Cox	AC
Paul Clarke	PC
Edna Henly	EdH

**Apologies**

Lisette Trembling  
Len Ellis-Brown

Item		Actions
<b>1.</b>	<b>Minutes of the last meeting</b>	
	The minutes of the meeting of 14 <sup>th</sup> December 2022 were agreed.	<b>DH</b>
<b>2.</b>	<b>Financial Report</b>	
	AC reported that there was around £23,000 in the bank including ring-fenced amounts. Since the end of the financial year approaches he will table full accounts at the next meeting. He said that he had reimbursed Paul for the payments made for Harvest Fair equipment and that donations from Fair profits had been made to St Marys School, the church FSW fund and the PCP Heritage Fund. The other five donations await action. There was discussion about obtaining a photogenic giant cheque with which to illustrate donations and DH said he would explore that. DH said there was a potential £800 that can be claimed from HDC before the end of March but it must be for a specific project. There had been an approach from the Mens Shed for the PCP to hold funds until a bank account application is completed and this was agreed. DH would put Andy Heath in touch with AC.	<b>AC</b>  <b>DH</b>  <b>DH</b>

<b>3.</b>	<b>Storage and records of village event equipment</b>	
	<p>Further to the previous meeting the S&amp;S Club had agreed to share a new container on a 50-50 basis. Their old one would be removed and scrapped and replaced by the new one.</p> <p>IH said that there should be a request to the parish council as a formality. PC said that when the Pavilion is refurbished the containers may need to be moved to make way.</p> <p>RA agreed to take the acquisition of the container forward.</p>	<b>RA</b>
<b>4.</b>	<b>Coronation Picnic</b>	
	<p>Following more information released by the Palace it had been agreed that the Coronation Picnic would be held on Saturday 6<sup>th</sup> May from 12 noon to 5 pm. This would be a joint event between the PCP and the S&amp;S Club. The suggested fireworks display would not take place.</p> <p>An approach had been made to the parish council for permission to hold the event on the Recreation Ground and the event was planned to follow a similar pattern to the Jubilee Picnic last year.</p> <p>EH said that the Bank Holiday Monday had been suggested as a Volunteers Day and she was considering arranging an event to celebrate village volunteers.</p>	<b>RA</b> <b>EH</b>
<b>5.</b>	<b>Heritage Fund</b>	
	<p>DH said that he had met the Charity Mentors representative and Paul Latter had talked to the contact that he had found and the recommendation was that we set up a Charitable Incorporated Organisation. DH had downloaded the recommended constitution for the Charity Commission website and will be working on it.</p>	<b>PL/DH</b>
<b>6.</b>	<b>Community Action Plan</b>	
	<p>RP reported that the leaflet had been finalised and that Tia Stillwell had sorted the arrangements for the Google survey system. Arrangements need to be finalised for printing and distribution of the leaflets. RP and DH would progress this with the idea of circulating the survey later this month.</p>	<b>RP/DH</b>
<b>7.</b>	<b>Parish Council</b>	
	<p>IH reported on the following items;</p> <p><i>A29.</i> There have been meetings but the PPC have not yet been advised of a plan. The 18-month date on a recent document is a legal requirement not a target. PC has raised the idea of a parish meeting in the village hall, ideally before the end of February, to allow people to ask questions. EH is working with traders to gather figures to show the fall in business. HDC's Economic Development people are working on useful ideas to help promote the village economy. RQ has written to WSCC on behalf of two businesses. A discussion followed.</p> <p><i>Water neutrality &amp; Neighbourhood Plan.</i> There was no progress on the Pulborough plan although the outline planning application for the New Place nurseries site (Policy 2) had been granted on 20<sup>th</sup> December. It was hoped to have a referendum at the time of the council elections in May.</p> <p><i>Resilience/Emergency Plan.</i> This had started before the A29 landslip. A working party had been set up to come up with an updated plan.</p>	

<b>8.</b>	<b>Lower Street</b>	
	<p><i>Speed Indicator Signs.</i> DH reported that the equipment had arrived and was awaiting fitting extended wires. He had written to SSE to have the sockets checked.</p> <p><i>Trader news.</i> EH said that the drop in trade was serious with figures of 65% and 45% down coming through. The Chequers was 100% down. These added to the problems caused by the rise in heating costs. Serious help is needed. She said they need a hook on which to hang publicity and an easy one for Lower Street was allowing an hour's free parking in the Lower Street car park. There was a suggestion to write to the Department for Transport to appoint an experienced traffic manager with the power to sort out the traffic problems caused by the landslip. The PPC and PCP would support this.</p> <p><i>First Aid.</i> EH reported that HDC had funded a successful first aid course for Pulborough traders.</p> <p><i>Gateway Signs.</i> On hold until the landslip is solved.</p> <p><i>Gardens.</i> EH said that the gardens were looking as good as possible for this time of year and spring planting is being planned. The BT garden needs a larger rock as lorries kept ignoring it. A new garden is planned for outside the Bacheller Monkhouse car park entrance and work needs to be done to the Tesco rain garden.</p> <p><i>Footfall in Lower Street.</i> LE apologised for his absence and would circulate updated figures.</p>	<p><b>PL/DH</b></p> <p><b>EH/RP/IH</b></p> <p><b>EH</b></p> <p><b>LE</b></p>
<b>9.</b>	<b>WildArt Trail</b>	
	<p>DH reported that the WildArt Trail app had developed faults. The map, the competition, the wild life and the history parts worked but the giant was either not appearing or appearing without a background. He and HDC had talked to Spark, the company who had developed the app. They said the app was out of warranty, technology had moved on and to update and repair could cost around £10k. To repair and make it work for two years would cost £4k. RA wondered if the giant could be made to appear on a fixed background and whether that may be cheaper. DH would explore further.</p>	<b>DH</b>
<b>10.</b>	<b>Grants</b>	
	<p><i>Barn House Lane.</i> Following RA's work on his part of Barn House Lane EH was eager to get work on the upper parts to improve the access to Lower Street. She had the contact details of RA's contractor and would ask about continuing RA's finishing surface to the top of the lane.</p> <p><i>Shared Prosperity Fund.</i> The project for the improving the signing and access to Lower Street via the steps and Barn House Lane was still awaiting final decision by the government department.</p> <p><i>Rural England Prosperity Fund.</i> A second slice of government grant income had been made available to HDC. DH said that this amounted to £870,000 to be used in the District (outside of Horsham Town) in the period April 2023 – March 2025. He had been asked to be chairman of a grants panel and was awaiting further action by HDC economic development but they had been hit by illness.</p>	<p><b>EH/DH</b></p> <p><b>DH</b></p>

<b>11.</b>	<b>AOB</b>	
	<p><i>Heritage Weekend.</i> RA reported that this would be centred on the school as it is their 50<sup>th</sup> anniversary. The model railway would be in the school together with an exhibition of the old school with old pupils talking about it and tours of the current school. They were planning having visits to the Moat, New Place Manor, Old Rectory, church, Masonic Hall and maybe Oddfellows.</p> <p><i>Harvest Fair.</i> This will be on 23<sup>rd</sup> September though there is concern if Church Hill isn't open. There are already enquiries for stall bookings.</p> <p><i>The Hub.</i> RA said the Hub celebrated it's 8th birthday this week with a party with cake and crackers which was much enjoyed by the 20+ people there. RA said that a detailed proposal on the Mum's Hub in the library has been submitted to library management which he would like Charlotte to push as the County libraries boss is off sick and there is a delay in decisions!!!</p> <p><i>Station history slide show.</i> The Station display TV has failed and needs to be replaced, which Hamilton Cole and doing for free, but the one available does not appear to fit in the Station space and will probably require the purchase of a wall bracket for mounting at a cost of around £70 or we wait for a smaller one to turn up - this being investigated.</p> <p><i>Village Hall.</i> RQ, as chairman of the hall trustees, offered to report regularly on hall matters. This was accepted.</p> <p><i>Community Land Trust.</i> RP said that the CLT was planning a housing needs survey and asked if a £50 Pulborough Pounds prize draw for completing the survey could be offered. This was agreed.</p> <p><i>Mens Shed.</i> EdH said she thought that setting up the bank account for the Mens Shed had been completed. DH would check with Andy Heath.</p>	<p><b>RA</b></p> <p><b>PL/DH</b></p> <p><b>RA/CK</b></p> <p><b>RA</b></p> <p><b>RQ</b></p> <p><b>RP/RA</b></p> <p><b>DH</b></p>
<b>12.</b>	<b>Date of next meeting</b>	
	<b>Wednesday 19<sup>th</sup> April 2023 at 5pm using Zoom</b>	<b>ALL</b>
	<b>The following items have nothing to report at this time. These are listed so they aren't forgotten.</b>	
	<b>Tourism and PCP websites</b>	
	<b>Pulborough Watersports</b>	
	<b>Youth Centre</b>	
	<b>Community Land Trust</b>	
	<b>Pump Track</b>	
	<b>Pavilion</b>	
	<b>MUGA</b>	

David Hurst  
12<sup>th</sup> February 2023