

**Minutes of the meeting of the Pulborough Community Partnership
Management Group held using Zoom
on Wednesday 19th October 2022**

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 Latter	PL
Charlotte Kenyon	CK
Len Ellis-Brown	LE
Stephen Pegler	SP
Ruth Court	RC
Edna Henly	EH

Apologies

Paul Clarke
Lisette Trembling
Elaine Kipp

Roger Paterson had intermittent connectivity so David Hurst took the chair for much of the meeting so apologies are offered if the minutes aren't comprehensive.

Item		Actions
1.	Minutes of the last meeting	
	The minutes of the meeting of 10 th August 2022 were agreed CK said that she had discussed the proposed mini-museum with WSCC library management and confirmed there would be no direct contribution to costs. She had also pursued the lack of response from WSCC over the lease of the old youth club in the school grounds. This was currently subject of a dispute between WSCC and diocesan lawyers.	DH
2.	Financial Report	
	AC tabled the current accounts showing a balance of £25,166 which includes ring-fenced amounts. Although there were some sums still outstanding the Harvest Fair was showing an income of around £8,000 which was the best ever. It is probable that profit will be in the region of £4,000. He expected a renewal of the insurance soon.	

3.	Harvest Fair	
	<p>PL reported that, judging by comments received, the Harvest Fair was generally regarded as very successful. Largely through hard work by the small team the number of stalls was well up and they were paying earlier. There was a successful raffle with 30+ prizes. There was higher expenditure in order to increase the attractiveness of the event and to reduce the load on the organising staff.</p> <p>There was criticism of the lack of parking, despite having free parking at the rail station. There were useful suggestions regarding the layout of the stalls and the possibility of having a stall selling bacon rolls and coffee from when stallholders arrived. The Pulborough Sports & Social Club (S&S) are willing to do that.</p> <p>PL said that there had been expenditure on items that could be described as capital equipment, e.g. generators, which could be spread over more than one event and might be hired out to other events.</p> <p>Once the final figures were known, likely within a few days, he would list the suggested distribution of funds to the charities to the directors for approval and a quick distribution.</p>	PL
4.	Storage and records of village event equipment	
	<p>As discussed in previous meetings there is a need for a central store of miscellaneous equipment currently in garages spread around the village.</p> <p>Kerry and Alec Coughtrey have offered the use of part of one of their sheds in Coldwaltham for a couple of years and materials would be moved there. This is only temporary and then the need will continue to be pursued.</p>	
5.	Christmas Ball	
	<p>Following suggestions by the Harvest Fair team, a proposal had been developed for a Ball to be held in the village hall on Saturday 10th December. This would be a sit-down silver-service three-course Christmas dinner together with a bar, a raffle and music by Willie Austin. Attendance would be limited to 100 people at £75 a head and tables of eight would be offered to local businesses perhaps with a discount for full table bookings. The plan was that if sufficient tickets to comfortably break even were not sold by 30th November the event would be cancelled. It was proposed that the event would be under the banner of the Community Partnership with the risk that in the event of financial problems the PCP would underwrite costs.</p> <p>After discussion, this was agreed</p>	PL
6.	Heritage Fund	
	<p>DH said the proposed central fund-raising organisation was progressing and a Zoom meeting had been held with Charity Mentors which would be followed by the submission of their application form. PL had been given a contact in another village in East Anglia that had created a similar scheme and contact would be made there as well. RA had had discussions with Ian Ellis of the Pulborough Society to see if they could be a part of the scheme.</p>	PL/DH
7.	Community Action Plan	
	<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 the printing and distribution of the leaflets. RA had</p>	

	distributed copies of posters that had been used to start the PCP back in 2003 and suggested that there needs to be a list of the successes that had been achieved over the years. RP and DH would progress this.	RP/DH
8.	Parish Council	
	<p>IH reported on various items;</p> <p><i>Water neutrality.</i> The council had been advised that HDC may discuss the consultants' report at their meeting on 11 December. The water neutrality statement for the pavilion had been submitted and Natural England had required further details and had not yet responded to these.</p> <p><i>Neighbourhood Plan.</i> There was no progress on the Pulborough plan though frustratingly Steyning NP had just passed their referendum. Steyning had produced a plan with no new housing and consequently, water neutrality was not an issue.</p> <p><i>Warm Spaces.</i> The Wardens were focused on this but there were no new ideas beyond churches, the library and the village hall. RQ said the village hall trustees were meeting on 6 November and would discuss the issue.</p> <p><i>Cricket Club.</i> The old cricket club had collapsed and been wound up and their equipment passed on permanent loan to Watersfield. Sad because there was serious grant support for the square. However, some people have stepped forward to set up a social Sunday cricket team and pitched to the parish council. They already have three sponsors.</p> <p><i>Resilience Project.</i> Given the likelihood of more serious storms because of climate change causing flooding, power cuts, etc., there is a discussion underway at the parish council level to set up a resilience project. Templates exist and there is a consultant currently working at Bury. RQ and DH remember talk of such a project some years ago.</p>	
9.	Lower Street	
	<p><i>Speed Indicator Signs.</i> PL said that following the agreement at the last meeting the order for two units is with the manufacturer and delivery is expected soon.</p> <p><i>Trader news.</i> EH said that the decision had been made to have a late-night opening in Lower Street on Thursday 15th December. Details were being planned.</p> <p><i>Gardens.</i> EH said that one of the early volunteers for her gardeners, Colin Morley, had died suddenly. DH said he'd send a letter of sympathy and appreciation if EH would give him a draft.</p> <p><i>Shared Prosperity Fund.</i> The project for the access to Lower Street via the steps and Barn House lane was still awaiting a final decision by the government department. EH said she would discuss the proposal with the new parish councillor Owen Davies. RA said that he planned to repair his section of Barn House Lane from 28th November which would mean closing the access to his house and the Wildbrooks for two weeks.</p> <p><i>Rural Shared Prosperity Fund.</i> The second slice of government grant income had been made available to HDC which was having difficulty with resources so progress with this is unclear.</p> <p><i>Footfall in Lower Street.</i> LE said that the figures from HDC showed that in the period Jan – Aug 2022 footfall in Lower Street rose by 23%. There were generally peaks at 8 am and 11 am and the quietest time was around 3 pm.</p>	<p>PL/DH</p> <p>EH</p> <p>EH/DH</p> <p>EH</p> <p>RA</p> <p>LE</p>

	52% of those in Lower Street spent more than 40 minutes on the visit and, across the board, individuals were making more visits. In the discussion, it was agreed that there seemed to be more people using the car park in Lower Street. There are no figures to illustrate this.	
10.	Coronation Oak	
	DH said that the Coronation Oak opposite the Chequers had produced copious acorns. Since we were having another coronation on 6 th May 2023 should we plant another oak and if so, where. He suggested that EH's gardeners come up with suggestions and meanwhile at least three attendees had collected acorns from the current tree and some had been planted. It was noted that, given the age of the king, yet another coronation may occur within a couple of decades.	EH
11.	AOB	
	<i>New Residents welcome party.</i> RA said the next one is on 8 th November. Estate agents cover the costs of this. <i>The Hub.</i> RA said this had been running for some 5 years. It had been in the library but moved to the village hall when the library became rather tight. Now the hall was becoming expensive and the library has reorganised shelving so it would move back there. A group of ladies met for lunch in the Oddies afterwards. <i>Climate Emergency Support.</i> LE said that the parish council was due to sign off a Climate Change Action Plan at a forthcoming meeting. <i>Homeshare.</i> SP said that he had not given up and will continue to explore options to see if any are viable. <i>Community Partnership Forum.</i> DH said there was a meeting of the Forum on 26 th October in Southwater which he couldn't attend. The HDC CEO will be there and the WSCC head of Libraries. Would anyone like to attend? There were no immediate volunteers.	SP
12.	Date of next meeting	
	Wednesday 14 th December 2022 at 5pm using Zoom	
	The following items have nothing to report at this time. These are listed so they aren't forgotten.	
14.	Tourism and PCP websites	
15.	Pulborough Watersports	
16.	Youth Centre	
17.	Community Land Trust	
18.	Pump Track	
19.	Pavilion	
20.	MUGA	