Pulborough
Pulborough Community Partnership

Minutes of the Annual General Meeting of the Pulborough Community Partnership Ltd held in the Parish Room, Pulborough on Tuesday 18th June 2024

Those attending:

Roger Paterson *Chair*	RP
Andrew Cox *Treasurer*	AC
David Hurst *Minutes*	DH
Rob Aylott	RA
Elizabeth Hunt	EH
Paul Latter	PL
Maria Lee	ML
Ray Quested	RQ

Apologies
Len Ellis-Brown

The Chairman opened the meeting by welcoming those present and noted the apologies.

The Treasurer had previously circulated the Report of the Directors and the Financial Statements for the year ended 29th February 2024.

1.The figure of £400 under creditors was explained as the donation to Macmillan where the local branch had closed and the nearest branch was now in Midhurst and had a different bank account. The bank details had been requested and when received the money would be paid.
2. The Economic Development Emergency Support Grant was the government funds to support communities during COVID. Horsham District Council had said that these funds were not returnable.

The meeting approved the Report and Accounts and the Chairman signed them and asked the Treasurer to file them with Companies House.

The meeting was closed.

David Hurst
19th June 2024

Minutes of the meeting of the Pulborough Community Partnership Management Group held in the Parish Room on Tuesday 18th June 2024

Those attending:

Roger Paterson *Chair*	RP
David Hurst *Minutes*	DH
Rob Aylott	RA
Andrew Cox	AC
Elizabeth Hunt	EH
Paul Latter	PL
Maria Lee	ML
Ray Quested	RQ

Apologies

Paul Clarke
Len Ellis-Brown
Charlotte Kenyon

Item		Actions
1.	The Chairman welcomed those attending and noted the apologies.	
2.	**Minutes of the last meeting**	
	The minutes of the meeting of 16th April 2024 were agreed.	**DH**
3.	**Financial Report**	
	AC presented the report for the period from 1st March 2024 to date. This showed that there had been income of £2140 and expenditure of £1417.38. ML said that there were some items from both the Picnic and the Harvest Fair to be paid into the funds. The main outstanding payment for the Picnic was the waste bins and the HDC invoice was expected shortly. She said that it was unlikely that there would be any excess payments for waste as the bins were not full.	**AC**
4.	**Development of the Visitor Economy**	
	DH had, as requested, written a list of projects that might take place in Pulborough and circulated this for further suggestions. The list was then split into areas of responsibility and circulated again for discussion. RA took the list of PCP projects as a wish list of things to be done when the money, people and other necessary resources are available. We do not want to put dates and programmes together as our approach is far more opportunistic. The Harvest Fair is a well-known annual event which can be forecast but the opportunity to develop the signal box had arisen unexpectedly but had to be grabbed immediately. There was discussion about the Community Action Plan survey being changed to investigate more specific community wishes. – see item 14 below.	

5.	**Summer Picnic 15th June 2024**	
	ML said that the day had started very wet but had generally dried up towards lunchtime though remained windy. There were around 30 volunteers plus about 250 people attending. Some of the expected gazebo stalls had not attended. One noise complaint about the music had been received from Aston Rise. ML said that her initial calculations showed a profit of £35 which although not large was better than she had expected. The meeting thanked ML for her valuable work in the face of pressures from all sides and presented her with flowers as a token of their appreciation.	
6.	**Harvest Fair 28th September 2024**	
	PL said that the show was coming together well. Since Tia is pregnant we were planning to get the brochure printed earlier than usual by the end of July. Advertising revenue currently stood at £640 and it would have 44 pages, the same as last year. It was planned to reduce the print run to 2,500 copies rather than 3,000 as social media was increasingly effective in reaching a large segment of the audience though copies through doors was still considered necessary. ML said that she and DH had remeasured Field 1 and she believed there was space for an extra couple of stalls on each side. She asked opinions about a request to cover fuel costs for the horse box bringing the donkeys and this was agreed. There was discussion about the need for the medical coverage given there were some charity first aiders present raising money. It was agreed that the visibility of having an overt ambulance centrally placed was necessary and it was pointed out that PMG covered that cost with a donation. DH drew RA's attention to the very long grass already this wet year and PL mentioned the failure of many fence posts. RA said he would raise these with the diocese.	**ML** **RA**
7.	**Lower Street car park/Barn House Lane**	
	DH expressed concern about the progress so far as the deadline to spend the money and complete the project was the end of March 2025. He said that Clare Mangan was concerned that planning permission was a significant delaying factor and she had been told there had been no serious conversations yet with planners. Although some money had been paid there had been no information from Wild By Design since the rough sketches back in April. EH explained that a topographical survey was needed for Wild By Design to progress to planning drawings and that a local company was being approached to donate this (subsequent to the meeting the company has generously agreed to undertake this). RA said that there should be a meeting of those who need to be involved including HDC people since it was their land and that they held the purse strings. RA said that it was not clear who owned the lane between Lower Street and the steps but that he recognised he was historically responsible for it. It was decided to arrange a meeting with RA, DH and EH and invite Clare Mangan, Nigel Weston and Rob Leet, Car Parks Manager and see if a	**EH/DH/ RA**

	planner would be able to attend. The desired end product should be clarified and then the plan made of how to get there within the timescale and whether all elements are affordable within the budget.	
7.	**Storage and records of village event equipment**	
	RA said that his plan was to have 10 bays on each side of the container with the PCP using one side, primarily for Harvest Fair equipment, and the other side being available for other organisations, such as Pulborough Society, who had materials to store. The concept is a wooden frame on each wall and across the top with probably a diagonal bracket to brace the corners. Shelving brackets would be fixed to the uprights with each shelf being four feet wide and three feet deep. The shelves would be removable to allow tall materials to be stored on the floor. Each organisation would be charged a rent for their space and the first for a space would buy the shelving and agree to leave it if they stopped using the container. The fees would cover any fees, repairs or rental acquired by the container. It is initially assumed the PCP would run the container but this could be an independent organisation. AC said he would need to investigate the insurance aspects and in due course an inventory with values would be required. RQ said that following the parish council's refusal to support an application for Section 106 funds, the clerk had said he would research other sources. RQ asked for a week to follow this up. ML said that the Pantry materials and shelving would be moved into the S&S container as the football club were planning to move their nets.	**RA** **AC** **RQ**
9.	**PCP websites**	
	DH said that the hosting of pulborough.org had been changed to HostPresto which was about £50 a year as opposed to the previous £100 pa. The domain name pulborough.org.uk would be lapsed at the end of the contract unless it was decided otherwise. PL said that he sees a need for an independent email address and asked that DH follow this up to see what the charges would be.	**DH**
10.	**WildArt Trail.**	
	DH had circulated a paper describing the (expensive) proposals made by Spark at a recent online meeting with himself, RA and Mark Spalding, a knowledgeable friend of RA. RA said that the thinking was moving towards having a much simpler system that did not have the Giant and concentrated on the existing history and wildlife aspects of the trail. He had conversations with knowledgeable individuals who had made suggestions that needed to be followed up. RA would follow up on these. DH said that it was encouraging that the PPC was at last wanting to take up their commitment to handle the maintenance of the Trail. It was agreed that this would be discussed at a meeting with the PCP working group, the PPC chair and clerk.	**RA/DH**
11.	**Signal Box**	
	The listed signal box at Pulborough Station was the responsibility of Network Rail(NR). They now have plans to carry out a repair and	

	renovation of the box starting this summer. This process is something that NR have been carrying out across the country. The PCP have said that they want to have the opportunity to set up a visitor attraction and RA and DH have been included in the online meetings. DH has introduced the HDC Heritage Officer, Sean Rix, to NR and he will be closely involved. NR have the budget and a contractor and are currently arguing about prices with the contractor. It is hoped that a plan with descriptions of the works to be done will be available next month.	**RA/DH**
12.	**Village Hall**	
	RQ said that the hall is looking forward to the income from the coming election next month. The Meadows Hall needs refurbishment as the floor is not up to the standard of the other halls. The choice seems to be to take up and replace the floor with better materials or to cover over what is currently there. RQ believes a new floor would be a better investment.	**RQ**
13.	**Parish Council**	
	LE had been called away to an HDC planning meeting. He sent a full-page email covering various points that was despatched at 2.30 on the day of the meeting. As a result various directors had not seen the email or only picked it up as they arrived. It was decided that it would be more useful to tackle the proposals with time to consider the arguments and with LE present to answer points being raised. The PCP group, RA, PL and DH, that has been meeting with the Chairman and Clerk of the PPC should be asked to jointly consider the points raised at their next meeting and bring things forward to the next PCP meeting.	**RA/PL/DH**
14.	**Community Action Plan**	
	RP said he had not yet received any results of the PPC survey carried out last year. He was concerned that time was passing and we needed to have another CAP in place. There was a discussion about changing the direction of the survey to take on board some of the PCP elements of the list mentioned at Item 4 above. PL also tabled proposals for future PCP objectives. By presenting the residents with a list of projects – and each project may need a sentence or two, maybe more, of explanation – it may discover more people willing to get involved. By including an open-ended invitation more projects might be suggested. A working group was agreed for RA, PL and DH to develop the list.	**RA/PL/DH**
15.	**Lower Street**	
	Speed Indicator Signs. DH reported that the western SID is working well and monthly statistics were circulated. These showed that there are on average around 3,000 vehicles daily passing in each direction along Lower Street. The eastern SID has run into charging problems and the batteries have to be removed and recharged. PL suggested that a second solar panel higher up the lamp post might help. *Trader news*. EH said that the hairdresser in the small shop next to the Kurdish Barber had closed down and was now working from a chair in Paul Andrews shop in Station Road. DH said that the food trailer that had been in Lakers car park for some months had gone. There was no further	**DH**

	news of the person seen measuring up the old café inside the station. The Goods Shed in the station had been advertised at rental of £10,000 pa and was currently under offer according to the website. DH also said that WSCC was wanting to sell the Acorn Centre at Brinsbury College according to the West Sussex County Times. *Trees, troughs and gardens*. EH said that despite several sowings, the seeds in the troughs in Lower Street were not germinating due to the cold and wet weather. She was getting prices for more troughs. Local cycling clubs had been contacted for suggestions about cycle racks. ML said there were two cycle support tubes in the container that had been discovered in the Pantry room when it was cleared.	**EH**
16.	**AOB**	
	Community Land Trust. RP said that he had had a very positive discussion with Cllr John Milne about Affordable Housing and Exception Sites, the first time he'd had a positive reaction from HDC. Then Milne told him that he was standing as a Lib Dem candidate for Horsham in the election and was currently ahead in the polls. If he was elected he would resign as a cabinet member but stay as a councillor.	
17.	**Date of next meeting**	
	Tuesday 3rd September 2024 at 5.30 in the Parish Room.	**ALL**
	The following items have nothing to report at this time. These are listed so they aren't forgotten. **Gateway Signs** **Heritage Fund** **Homeshare** **Mini-museum in library** **Pulborough Watersports** **Pump Track** **Youth Centre**	

David Hurst
20TH June 2024