

**Minutes of the meeting of the Pulborough Community Partnership
Management Group held at the Sports & Social Club
on Monday 22nd July 2019**

Those attending:

Roger Paterson <i>Chair</i>	RP
David Hurst <i>Minutes</i>	DH
Andrew Cox	AC
Ray Qusted	RQ
Rob Aylott	RA
Elizabeth Hunt	ENH
Edna Henly	EH

Apologies

Ian Hare, Lisette Trembling; Elaine Kipp; Christine Lindsay;

Item		Actions
1.	Financial Report	
	<p>AC reported that the Duck Race was on track to make a net profit of over £700. He said that the bank had lost a cheque from Vitality that he had proof was paid in. RA agreed to follow it up with Vitality. Funds were already being paid in for the Harvest Fair.</p> <p>RA said that St Mary's School was promised half the profits of the Duck Race. An approach from the Python football team was expected and the Brownies had asked about funding. Both had been asked for a costed proposal. Payments would be held over until the Harvest Fair accounts had been completed.</p>	
2.	Parish Council Report	
	<p><i>Neighbourhood Plan:</i> RQ reported that the Pre-Submission Plan, Green Spaces and Site Assessment reports had been sent to HDC for a health check and strategic assessment. Comments had been received last week from HDC and these would be studied in the next week or so. The next stage would be a minimum six-week consultation by residents. It was hoped to have a referendum in Q1 of 2020.</p> <p><i>Pavilion:</i> RQ reported that the new designs to a more limited budget have been approved and a structural survey carried out. The report of the survey was expected and if satisfactory the plans would then go forward to a meeting with HDC about funding.</p>	
3.	WildArt Trail	
	DH outlined the current position on installation of hardware, the position on the app and the publicity.	

	<p>He said that the filming for the promotional trailer was underway and expected to have something to view in a couple of weeks. This would need a payment of £150.</p> <p>The reprint of the leaflets was underway with a request for 5,000 copies as stocks of the first print were down to around 300. The charge for this is £258. DH was planning two posters both to go on the windows of the General Stores. One is to replace the Giant and the other is to explain the artworks. These would be around £150 each.</p> <p>DH therefore asked for approval to spend around £700 on these items and this was approved.</p> <p>There was discussion about the app where disappointment was expressed about the size and therefore download time and the inability of older smart phones to cope with the technology. DH was requested to stop production of the leaflets and amend the text to recommend access to wifi to download the app.</p>	<p>DH</p> <p>DH</p> <p>DH</p> <p>DH</p>
4.	A29 Pedestrian Crossing	
	<p>DH explained that there was a proposal to have a pedestrian crossing on the A29 at the north end of the Harwoods site to facilitate access to the school. The meeting requested that he write a letter of support for the project. ENH said that there was an idea to put another crossing on the crest of the hill by the Chequers Hotel to facilitate access to the church.</p> <p>It was wondered if there were any limitations by Highways on the distance between crossing points on A roads. Some members said that anything that slowed the traffic was good.</p>	<p>DH</p>
5.	Duck Race	
	<p>RA said that this was a successful event though the weather was not good. It included rowing machines which were popular and a raft race which would be expanded next year. Ticket selling needs to be rethought to approach the numbers sold in the earlier era. Lessons are learned each year to improve the next.</p>	<p>RA</p>
6.	Harvest Fair	
	<p>RA reported that the plans were similar to the successful previous years but with the addition of a Concours d'Elegance for pre 1964 cars.</p>	<p>RA</p>
7.	Hub and Mums Space	
	<p>RA reported that the Hub was doing well and completely self-funding and has attendances of between 20 and 30 people. ENH was grateful for the opportunity to plug her Fit for Good classes.</p> <p>Regarding Mums Space in the Youth Club, RA was working towards using the lounge area that is currently unused space. It would need furnishing. He has someone prepared to run it with friends.</p>	<p>RA</p>
8.	Tourism Information Screen	
	<p>RA said he had had discussions with the Parish Council about how information should be presented and had written a suggested outline. DH said that Christine Lindsay had expressed interest in co-ordinating the information collection. ENH said that she was also interested in helping with this. RA would arrange a meeting to discuss possibilities.</p>	<p>RA</p>

9.	Tourism Poster	
	DH said that the poster was in progress. Kerry Coughtrey was awaiting a hires RSPB logo but completion was in sight. The poster will go into the rail station, Swan Bridge and the one in Lower Street car park would, hopefully, be moved to Tesco area.	
10.	Heritage Trail	
	DH said that Pulborough had backed away from this project as no-one was available to run it and there were other walks already in existence or planned. This will be dropped from future agendas.	
11.	Horsham District Community Partnerships Forum	
	DH reported that HDC had said that the LEAP commercial funding was now continuing for a further two years. Those interested should see Lynda Spain. WSCC's small grant scheme is being introduced. There is a scheme for helping people going into hospital called the BagTag Scheme. The annual maintenance grant of £1000 from HDC for the running costs of Community Partnerships had stalled as Melanie Stowell had left that job and the elections had meant that the committee overseeing the grants had to be reinstated with new members.	
12.	Gateway Signs	
	RP said that there will be a new set of signs appearing within two weeks.	RP
13.	Lower Street	
	<p>ENH said that she had leased part of the Gatleys Building and would be occupying the 'left hand' half as Pulborough Exchange. This would be selling second-hand goods both online and in the shop. She planned to employ five or six school children after school who, with the guidance of local experts, would prepare the goods for sale online by photographing them properly and displaying them properly in the shop. The building will need new frontage and windows.</p> <p>ENH asked who was responsible for clearing, cleaning and repairing the stairs from the car park to Barn House Lane. RQ said that it was HDC and they had refused to allow the parish council to take on the responsibility. EH wondered whether they would complain if we just did the work. It was suggested that the income from car park charges could be used to pay for the work.</p> <p>ENH asked who was responsible for putting up signs to the Lower Street car park. RQ and others described the efforts that had been made over years to get signs put up.</p> <p>RQ said that the long promised plan to slow the traffic in Lower Street had moved further towards a solution. Highways had suggested two options, one of which the parish council had rejected, but the other is being explored. The concept is to widen the pavement outside the Little Bean café and then form a pinch-point with traffic from one direction having a priority. Highways have the funds to do the work but not to do the design. RQ said that the parish</p>	

	council was considering employing a road designer to come up with two versions of the idea and then going to public consultation to choose which direction was favourite to be the priority.	
14.	Community Land Trust	
	RP reported that the CLT would go no further without a site. There was a possible site but it would need to be classed as an 'exception site' which would have to be approved by HDC and they were proving elusive.	RP
15.	Youth Centre	
	There is now a meeting of the Youth Club once a week attended by 20-30 people. The Wardens also run a programme of activities in the summer.	
16.	AOB	
	There was no other business	
	<i>Note: The PCP Website and the Railway Signal Box were accidentally missed off the agenda but no action had taken place on either subject since the last meeting.</i>	
17.	Date of Next Meeting	
	The next meeting will be on Monday 14 th October 2019 at 7.30 pm in the S&S Room.	ALL

David Hurst
23rd July 2019