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MINUTES

Minutes of the Ordinary Meeting on Wednesday 5th May 2021 at 7.30 pm. This meeting was held virtually on Zoom.

Present: G. Hussey (chairman), M. Cooke (vice chairman), G. Sallows, M. Fillmore, R. Gatt, G. Adams, V. Bender, C. Hill, V. Hanstad-Pilcher and G. Fleming
L. Bannister (Clerk)
HDC Cllr Kitchen
2 members of the public

Cllr Hussey advised that the meeting is being recorded, and the recording will be deleted once the Minutes are approved.

1. Appointment of Chairman and Vice Chairman

- a. **It was RESOLVED** to appoint Cllr Hussey to the role of Chairman.

Cllr Fleming arrived

- b. **It was RESOLVED** to agree that the Chairman can sign a Declaration of Acceptance of Office and deliver it to the Clerk before the next meeting.
c. **It was RESOLVED** to appoint Cllr Cooke to the role of Vice Chairman.

2. Apologies

None.

3. Declaration of interests

None.

4. Minutes of previous meetings

- a. **It was RESOLVED** to approve the Minutes of the previous Council meeting.
b. **It was RESOLVED** to approve the Minutes of the Annual Parish Meeting.

These were both signed by the Chairman.

5. Open Forum

No members of the public were present.

6. Appointment of roles

It was RESOLVED to appoint councillors to the following roles:-

- a. Planning Committee and Chairman – Cllr Sallows as chairman and Cllr Gatt as vice chairman. All members of the council are members of the Planning Committee.
- b. Accounts verification – Cllr Fillmore.
- c. Gatwick representative, to include GATCOM and representative all Gatwick related meetings – Cllr Fillmore, with Cllr Fleming as a substitute .
- d. WSALC representatives (two spaces) – Cllrs Cooke and Hanstad-Pilcher.
- e. HALC representatives (two spaces) – Cllrs Gatt and Cllr Saunders will be asked if he would like to take this on.
- f. Playground – Cllr Hussey.
- g. Traffic and Transport, including Working Group members – all Members will be able to attend meetings and Cllr Hussey will act as chairman.
- h. Sports Club representative (two spaces) – Cllrs Sallows and Hill.
- i. Village Hall Committee representative – Cllr Bender.
- j. Winter Management – Cllr Hill.
- k. Technology and communications – Mr Allen will be asked if he is still willing to help out with this role. Cllrs Fillmore, Cooke, Sallows and Hanstad-Pilcher will meet to consider improvements to the website and communications.
- l. Public Rights of Way – Cllr Adams.
- m. Trees (two representatives) – Cllrs Bender and Sallows.
- n. Book swap (two volunteers) – Cllr Fleming (Lambs Green) and Cllr Sallows (High Street).
- o. Land West of Ifield liaison – Cllr Hill. Cllr Hill was authorised to approve any campaign materials which refer to the Parish Council in consultation with the other councillors.
- p. Land North of Horsham liaison – Cllrs Gatt, Adams and Saunders.

7. Reports from other Authorities

No report.

8. Approval of policies and documents

It was RESOLVED to approve the following:-

- a. Standing Orders
- b. Financial Regulations
- c. Risk assessment for return to face-to-face meetings
- d. Business Continuation Policy
- e. Planning Committee Terms of Reference
- f. Roads and Transport Working Group Terms of Reference

9. Insurance policy

It was RESOLVED to agree Zurich as insurance provider from 1st June 2021 on a 3 year policy at a cost of £1,143.30.

10. Subscriptions

It was RESOLVED to approve the following subscriptions:-

- a. West Sussex/National Association of Local Councils - £565.89
- b. Horsham Association of Local Councils - £15
- c. Information Commissioners Office - £35
- d. Gatwick Area Conservation Campaign - £10
- e. Communities Against Gatwick Noise and Emissions, Parish Council Forum - £4

The Zoom subscription will be reviewed in a few months' time.

11. Gatwick

- a. Cllr Fillmore's report on the recent GATCOM meeting was noted.
- b. Cllr Fillmore has also attended a GACC meeting and has circulated a report.
- c. The Night Flight Consultation deadline has been extended to the end of June.
- d. There is a revised S106 agreement between WSCC/GAL/CBC which Cllr Fillmore has put together a report on and will circulate soon.

12. Pension provider's terms and conditions

It was RESOLVED to approve the pension provider's terms and conditions.

13. Correspondence

The following was noted:-

- a. A consultation on rural broadband circulated by WSALC. The Clerk will respond to this on behalf of RPC.

The meeting closed at 8.40 pm