
Meeting: Nutbourne Residents' Association
Annual General Meeting
Date and Time: Monday 20 January 2014 at 7.15pm
Venue: The Camber, hosted by Jeanette and Chris Brickell

Committee Members

Brian White (Chairman)
Diane Smith (Secretary)
Bob Allison (Treasurer)
Andrew Moffat (NHW)
David Seaton (Website)

Residents

Lynne White	Robin Martin
Jeanette Brickell	Carole Martin
Chris Brickell	Jilly Marcuson
Roger Curtis	Rod Wilson
Audrey Rose	Roger Burroughs
Trevor Rose	Susan Burroughs
Andrea Lawson	

Guest from Pulborough Parish Council

Ray Quersted

Apologies

John Wellard
Pam Wellard
Jean Baker
Derek Baker
Peter Keough
Frank Riddle

1. Welcome & Apologies

The Chairman welcomed members and residents to the 2014 Annual General Meeting, and BW expressed thanks on behalf of the Committee and all residents to Jeanette and Chris Brickell for hosting the AGM meeting and to the Rising Sun Pub for making their premises available for our meetings over the past year. Andrea Lawson questioned whether the agenda had been placed in the Noticeboard 21 days prior to the meeting as stated in the Association's constitution. DS confirmed that the agenda had been posted, however at some time afterwards someone had removed the notice, along with the previous minutes, no doubt mistakenly. BW confirmed that the committee would continue to comply with the constitution.

2. Minutes of the last meeting (28 October 2013)

Ray Quersted stated that he could now provide an up to date figure of the precept for a Band D household which appears in the October minutes (under Matter Arising). The minutes should now read 'up by £1.40 pa'. Minutes were AGREED as an accurate record of the meeting.

3. Chairman's Report

BW outlined the activities of the Association over 2013 including:- Meeting with West Sussex Highways Department regarding local traffic issues, which resulted in new signage erected close to the junction of Nutbourne Road and West Chiltington Road warning of narrow road and low bridge ahead; objection to Horsham District Council's Strategy Review regarding an official Gypsy and travellers' site at Lanetop, the Council has withdrawn their plans at the site; Nutbourne Footpaths Study prepared by Frank Riddle and BW and sent to West Sussex County Council resulted in a meeting with Nick Scott, Access Ranger, the removal of around 200 metres of barbed wire running along the footpath adjacent to the mill pond and plans for further action; ongoing discussion with new owners of Stuarts Wood; two guest speakers from the local police, Sergeant Travis and PC Parker; continued monitoring of vehicles exceeding the 20mph speed limit in the village; discussion of a more local grit bag and dog poo bins; discussion about the Precept paid by Nutbourne residents to the Pulborough Parish Council with Ray Qusted, Chairman of the PPC; continued concern about the ongoing maintenance work being carried out by the PPC on The Common with resident Audrey Rose agreeing to attend the PPC Recreation and Open Spaces Sub-Committee; and involvement with the Neighbourhood Development Plan for Pulborough Parish. A copy of the report attached to these minutes.

4. Treasurer's Report

BA reported that the NRA continues to rely primarily on voluntary subscriptions from residents to cover any annual recurring expenses and occasional more significant one-off costs, as and when they arise. Outgoings were small this last year resulting in a modest cash reserve at the year end of £247.01. BW welcomed proposals from residents of projects requiring financial support from the Association. All residents encouraged to pay their subscriptions for 2014. A copy of the report attached to these minutes.

5. Neighbourhood Watch

As NHW Co-ordinator, AM reported that the purpose of the NHW was to keep residents alerted of criminal activity in the community via email, advise about home security and encourage residents to be aware about criminality. 43 residents receive NHW emails. AM stated that two new police officers have joined the local police force, PCSO Tina Dunning and PC Darren Alger. AM reminded residents that they should contact their insurance companies in order to secure a possible discount as members of the NHW, and marker pens are available to mark valuables with a postcode.

6. Election of New Officers

Role of Chairperson – Roger Curtis nominated Brian White, all agreed. Duly elected.
Role of Secretary – Carol Martin nominated Diane Smith, all agreed. Duly elected.
Role of Treasurer – Robin Martin nominated Bob Allison, all agreed. Duly elected.
David Seaton agreed to continue as Website Consultant, and Andrew Moffat agreed to continue as Neighbourhood Watch Co-ordinator. BW announced that Jean Baker has resigned from the Committee as a member without portfolio. A vote of thanks was agreed, and Lynne White proposed that a bouquet of flower be sent to Jean. All agreed. BW advised that we now have a vacancy on the committee if anyone wanted to put themselves forward. None was forthcoming at this time. **ACTION BW**

7. Matters Arising

Nutbourne Footpath Study – BW reported that he and FR are following up further issues mentioned in their report. Very high and wobbly stiles are still a problem. BW

will contact Nick Scott of the WSCC for feedback following his inspection. **ACTION BW**

Nutbourne Common – BW began the discussion by stating that many Nutbourne Residents were concerned about the nature and the extent of the works undertaken from time to time at Nutbourne Common. BW pointed out that the Nutbourne Village Design Statement adopted by Horsham District Council in 2006 clearly states that Nutbourne residents wish the Common to remain a woodland and wildlife area. Ray Qusted stated that in 2006 the Pulborough Parish Council decided to adopt a report prepared by the Sussex Wealdon Greensand Heaths Project to establish a clearing for a heathland area within the common. The report called for restoration of open heath, cutting and stacking of logs, spraying bracken, selective tree removal and pruning of trees over a four year period which ended in 2010. Several residents expressed their dismay at the loss of the natural woodland that existed before the project to establish 'heathland' was adopted, and concern about the extent of the clearing of the central area. Ray Qusted noted that the Sussex Weald and Downland plan period is now over, and he stated that going forward the PPC and village residents should work together more closely in determining how best the Common should be managed. Various views were put forward by residents including the planting of further trees, allowing the bracken to grow in the wooded areas and allowing some aspects of the Common to revert to a natural woodland area to encourage wildlife. All agreed that the NRA should work with PPC to agree on the scope and intent of future works. BW proposed that an up to date report should be developed with the PPC as the previous four-year plan had come to an end. BW suggested that we should engage the services of Chris Brickell, as a recognized horticultural expert in helping to develop a way forward for the Common. Ray Qusted agreed.

BW announced that Audrey Rose has agreed to attend future PPC Recreation and Open Spaces Committee meeting. BW volunteered to work with PPC on the development of the Neighbourhood Development Plan which would cover many issues including Nutbourne Common. **ACTION BW, AR**

WW1 Memorial Project - Ray Qusted announced that PPC has proposed that a memorial garden be created near the public car park off Lower Street in Pulborough. Local school children produced some design ideas, a local garden company is providing all of the plants and Brinsbury College students will be participating. BW proposed that the NRA support the PPC memorial project. All agreed. AM proposed that we find out if there was anyone from Nutbourne and put the information on the NRA website. Ray Qusted stated that Martin Dale an archivist and historian would know if there was anyone from Nutbourne, and his contact details are on the PPC website.

8. Any Other Business

- **NRA Newsletter** – AM proposed that a newsletter be sent out to residents. BW agreed to draft, and encouraged residents to send their ideas as to content to him. **ACTION: BW**
- **Track to Nutbourne Common** – D. Seaton stated that there continues to be a sign on the track leading to the Common naming it as "Carpe Diem Way". It was noted that the sign is causing disquiet amongst other homeowners who have right of access, and that the sign is misleading, as the track has hitherto had no name, and should be removed by its owner. BW explained that he had come across a 2009 HDC document called the 'Strategic Housing Land Availability Assessment' which included the land belonging to Carpe Diem

(the house at the end of the track). The report stated that this site was 'Not Currently Developable' but also stated that 'access is via a track, meaning development is feasible, but not at the present time'. General discussion ensued with comments from Andrew Moffatt, Roger Curtis, Sue Burroughs and others about the owner of Carpe Diem's continual efforts to name the track to the Common. Sue Burroughs asked the committee to inform the owners of Carpe Diem that, firstly, the Carpe Diem Way sign should be removed immediately and also that the NRA committee does not recognise any road or track with this name. Audrey Rose stated that Horsham District Council had previously written to the owners of Carpe Diem, instructing them to remove their sign. Trevor Rose agreed to provide BW with further historical information. **ACTION : TR**

Ray Quisted informed the meeting that a decision regarding rural developments was due in the coming weeks and suggested that members of the NRA should attend the meetings of the rural development committee should they wish to oppose such developments. All were in agreement that any over development of Nutbourne should be vigorously opposed.

Vote of Thanks. AM proposed a Vote of Thanks to Brian White for his work as Chairman over the last year. All agreed.

9. Date of Next Meeting

Next meeting to be held on Monday 28 April 2014.

Accepted as accurate

Chairperson

Date

First we must thank Ollie and Tristan for the continued use of the Rising Sun during last year for our meetings, which on a number of occasions have been very well attended, giving us all the opportunity to meet, discuss our concerns and agree ways forward. And of course help to foster a community spirit. We also need to thank Jeanette and Chris for hosting our AGM this evening.

Our Neighbourhood Watch scheme is now very well established with 38 Email News Alerts sent out over the course of the year to 43 homes, and Andrew Moffatt's efforts as Co-Ordinator are very much appreciated and he will give his own report shortly.

You may recall that Frank and I had a meeting with West Sussex Highways Engineers back in the Spring of 2011 !, regarding local traffic issues. I am pleased to say that during the Spring new signage was erected close to the junction of Nutbourne Road and West Chilington Road warning of narrow road and low bridge ahead. I hope this has had some effect on reducing the passage of oversized vehicles.

We closely followed Horsham District Councils Strategy Review regarding Gypsy & travellers Sites across the county and in our area. The proposal to increase the Lanetop site from 3 to 5 homes was objected to by us and I believe PPC and has now been dropped. The existing planning constraints still apply, the site has not been made an 'Official Gypsy Site' In the early summer Frank and myself walked a good number of our local footpaths. Frank then produced a report highlighting what we saw as potential hazards, either inappropriate use of barbed wire or in some cases stiles that were in need of repair or even replacing with 'kissing gates'. The report was sent to WSCC who responded by sending out Nick Scott, an Access Ranger, to meet with Frank and myself. In the meantime a number of the issues we highlighted had already been addressed by either the landowner or by Frank with the permission of the landowner. A particular success was the removal of a least a hundred metres of high mounted barbed wire from the footpath running adjacent to the mill pond, which I understand was achieved by Frank with assistance from Bob Allison.

A number of issues were discussed with Nick Scott whilst we walked including a couple of either very high or wobbly stiles, and the unfortunate abandonment of two derelict mobile homes. Nick resolved to take up these issues with the land owners concerned. As yet we have no feedback. During the summer we, as a community, were disappointed to find that the new owners of Stuarts Wood had decided to fence off the wood and paths, which we had previously enjoyed as a local amenity. We made an initial approach to the land owners in an attempt to regain use of this local amenity, even on a limited basis, but to no avail. We resolved to let the matter rest until this Spring when we would consider making another approach.

Earlier in the year we had 2 speakers from the local police address us firstly, Sgt Travis regarding Crime Statistics for the Horsham District which was then followed up with another talk, this time from PC Parker, on Security Matters.

Speeding in the village, in Stream Lane and along The Street was a concern throughout the year. Speed Bumps and Road Narrowing were briefly considered and rejected in favour of ongoing monitoring and reporting. Only last week I reported a DHL delivery van for speeding and after talking to their call centre in Lithuania (!) I was told someone would call me back within 2 hours.....and they did!. An area manager was very helpful, thought he had tracked down who the van driver was, whom he assured me would be spoken to !!

We also discussed and dismissed the notion of having a more local Grit Bag and Dog Poo Bins.

The issue of the Precept, which is the amount we pay to PPC via our council taxes, was raised again and we had Ray Quested, Chairman, of PPC (who is here this evening, welcome Ray) come and talk to us about this and a few other parish matters. Which was well received by a very well attended meeting.

In July residents became aware of ongoing maintenance work at The Common which concerned them. PPC were asked to consult with residents regarding the extent of this work. Ray attended our meeting in October and explained that PPC had a duty of care to members of the public using The Common. We resolved to send a resident to attend the Recreation & Open Spaces Sub-Committee, and Audrey Rose has attended at least one meeting to my knowledge. This remains an ongoing concern for residents who do not agree with the way the Common is being managed and is on the Agenda for further discussion this evening.

Lastly we were encouraged by Ray to get involved in the development of the Neighbourhood Development Plan for the Pulborough Parish, this includes us. I understand the process of producing this plan is underway and we need to get on board swiftly.

Nutbourne Residents' Association

Treasurer's Report to the AGM on 20 January 2014

This Treasurer's Report covers the year ended 31 October 2013.

The Nutbourne Residents' Association continues to rely primarily on voluntary subscriptions with a view to covering not only any annual recurring expenses, but also occasional more significant one-off costs as and when they arise (such as was the case in the last financial year for the Jubilee celebrations and the repair of the telephone box). Outgoings were small this year so we have once again been able to build up a modest cash reserve at the year end.

Income and Expenditure Account

	2013	
2012	£	£
<i>Income</i>		
Voluntary subscriptions	165.00	
140.00		
Other donations	15.00	
108.00		
Sundry income	2.60	
4.10		
Total income	182.60	
252.10		
 <i>Expenditure</i>		
Telephone box refurbishment	--	
225.92		
Jubilee celebrations	--	
172.23		
Web site	15.00	
15.00		
Other (mainly printing & stationary, Neighbourhood Watch signs/pens and AGM expenses)	36.00	
75.25		
Total expenditure	51.00	
488.40		
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Net income/(deficit)	131.60	
(236.30)		
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Balance Sheet

<u>October</u>	<u>As at 31</u>	
2012	2013	
	£	£
Cash at bank and in hand 115.41	247.01	
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Representing retained surplus carried forward 115.41	247.01	
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Notes:

1. *The accounts of Nutbourne Residents' Association are not independently examined or audited.*
2. *Voluntary subscriptions are recorded as received. Expenditure is recorded when incurred.*

Most contributions to the Association's funding are collected at the start of the calendar year around the time of the AGM. **Donations should be paid to the Treasurer, either in cash or cheque (and if so, made payable to the Nutbourne Residents' Association).**