

# PULBOROUGH PARISH COUNCIL

*Working together for a better future*



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## **MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD ON THURSDAY 5th JANUARY 2017 AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs Tilbrook (Chairman), C Esdaile, J Esdaile, Henly, Kay, Kipp, Lawson, Qusted and Wallace

**IN ATTENDANCE:** Mrs L Underwood (Assistant Clerk)  
1 Member of the Public

*The meeting opened at 7.30pm*

### **136. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **137. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS**

There were no declarations of interest or changes to Register of Interests.

### **138. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 8<sup>th</sup> December 2016 and that the Chairman duly signed them.

#### **Clerk's Report from meeting on 08.12.16**

##### Item 124- Bus User Survey on Proposed Changes to a Number of West Sussex Routes

A reply has been received clarifying the proposed changes to service 100, circulated in 'Additional Correspondence'. As requested by Cllr. Tilbrook a reply was sent advising that the Parish Council were happy with these changes.

#### **Update from meeting on 03.11.16**

##### Item 99 - Planning Applications - DC/16/1798 - Lakers Building and Fencing Supplies Ltd, Station Approach Ind Est, Station Rd, Pulborough

A query was received from HDC regarding comments sent by the Parish Council for the above application, stating the site was residential. This was forwarded to all P&S Committee Members. After receiving replies from Members, a reply was sent to HDC, which has been circulated under 'Additional Correspondence'.

### **139. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

### **140. PLANNING APPLICATIONS**

The Committee, having considered the planning applications, **RESOLVED** that its representations be forwarded to HDC, attached to these Minutes as Appendix 1.

**141. PLANNING APPLICATIONS DECISIONS**

Members received details of HDC planning decisions and enforcements since the last meeting.

**142. CHANGES TO RURAL CAR PARKING CHARGING AND OPERATIONS**

Members received proposed changes to car parking in Pulborough. A lengthy discussion was held and comments were made as follows:

- Introducing charges would affect trade as people will not be prepared to drive in from outside the area and pay for parking for the short amount of time it takes to collect items from the local shops. As Petworth parking is free, it would be preferable to go there.
- The two supermarket car parks, in Pulborough, are free, so people would also go there instead.
- The charges would stop future businesses wanting to trade in Pulborough.
- The annual season ticket charge is a big rise, this could have been avoided if the charges had been monitored throughout the previous years.
- The pay & display machines will not accept change and a debit card will have to be used, this will make it difficult for users.
- On-line purchases have to be made to obtain the annual car park permit, what about users with no internet facility?
- There will be increased parking on residential streets to avoid the charges.
- Maybe the first hour of parking should be free.

The Assistant Clerk requested clarification on what comments should be sent to HDC, Members AGREED to comment that Pulborough Parish Council strongly object to these proposed changes as it will impact on fragile local businesses and still think the best option would be to take the money through the precept. The Assistant Clerk will forward those comments to HDC.

Members also noted that Steyning Parish Council will be strongly objecting to the changes and Members instructed the Assistant Clerk to advise their Clerk of the discussions that have taken place this evening.

**Resolved: Send comments to HDC and advise Steyning Parish Council of comments made.**

**143. CORRESPONDENCE**

The Committee received correspondence as per lists previously circulated and detailed below.

**HDC**

- Email correspondence regarding DC/16/2326 - Nutbourne Studio, Nutbourne Common. Copied to Committee.
- Email correspondence regarding S106/16/0016 - Land North of Highfield, Stane Street, Codmore Hill. Copied to Committee.
- Email correspondence regarding DC/16/1860 - The Anchorage Coombelands Lane Pulborough Copied to Committee.
- Email correspondence regarding planning application - DC/16/1798 - Lakers Building and Fencing Supplies Ltd, Station Approach Ind Est, Station Rd, Pulborough. Copied to Committee.

**Fire & Rescue Service**

December Update - 'Stop the Cuts'. Copied to Committee.

**Post Office**

Letter regarding Pulborough Post Office and inaccurate information on parking. Copied to Committee.

**Network Rail**

Email correspondence regarding the consultation on proposed land disposal. Copied to Committee. ***Members would like the Assistant Clerk to advise that the information that has been given is unclear and more detail is required.***

**SDNPA**

December Newsletter.

**Resident**

Email correspondence to Nick Herbert regarding the inadequacy of infrastructure in villages including the pipes taking sewerage between houses and the sewerage works. Copied to Committee.

**Historic Towns Forum**

December Newsletter.

**WSCC**

Reply regarding proposed changes to bus service 100 and reply advising that the Parish Council were happy with these changes. Copied to Committee.

**Parking & Planning for Station Rd, Pulborough**

Draft letter prepared by Cllr. Tilbrook for comments by the P&S Committee and Neighbourhood Plan Steering Group ready for Full Council agenda on 19th January 2017. Copied to Committee.

**Residents/ Neighbouring Parishes**

- Email correspondence regarding proposed changes to rural car parking charging and operations. Copied to Committee.
- Email correspondence regarding the proposed traffic calming measures for Broomers Hill Lane. Copied to Committee.

**144. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

- Highways (EK).
- Lower St Plans – Update (CE)
- Sports Pavilion Rebuild Update (BK) (Full Council)
- Increasing Ageing Population in Pulborough (AT). Cllr. Tilbrook would like Members to come to the next meeting with suggestions of stakeholders to contact and decide upon priorities.

**145. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA**

- None

**146. PAYMENTS**

The Assistant Clerk advised that the bank has returned several cheques marked as 'Not Signed in Accordance with Mandate' and these cheques have had to be re-issued. The Assistant Clerk has asked the bank to send the list of signatures they hold on file and signatories will be asked to check that their signature is still the same as the one currently being signed at the Full Council meeting on 19.1.17.

The following payments were approved and cheques were signed:-

Volunteer Visiting Scheme	150.00
Pulborough Lunch Club	500.00
Pulborough Cricket Club	350.00
Sovereign Design Play Systems Ltd	10816.90
Mr P Clarke	14.67
Outset Youth Action	355.00
Community Minibus Ass	500.00
Pulborough Fairtrade Group	100.00
WSCC	6560.18
EDF Energy	34.66
Fire Risk UK Ltd	85.20
Shedstore-Taylor Investments Ltd	164.99
Computer-eyez (South) Ltd	504.00
Mr A Tilbrook	16.20
Kent County Council	136.62
WSCC	263.52
Horsham Matters Ltd	3515.86
Arun Mowers	3585.10
Mr L Ellis	20.00
Southern Water	313.24
National Westminster Bank	13.65
Horsham District Council	508.00
Daisy Communications	16.40

***The meeting closed at 8.44pm***

.....Chairman

.....Date

**Appendix 1****Recommendations of the Planning & Services Committee meeting held on  
Thursday, 5th January 2017****PLANNING APPLICATIONS****DC/16/2667 - Ridge View Allfreys Wharf Pulborough**

Erection of a conservatory. **No objection.**

**S106/16/0016 - Land North of Highfield Stane Street Codmore Hill**

Approval of details required by S106 for DC/15/1084 in relation to Schedule 5 (Clause 1) affordable housing mix; Schedule 6 (Clause 1) Open Space Specification and Equipped Play Area Specification; Schedule 7 (Clause 1) Informal Amenity Area Specification and Schedule 8 (Clause 4) Landscaped Areas Specification. **Members made the following comments regarding each schedule:**

Schedule 5 - **No objection.**

Schedule 6 – **Members have no objection to the play area equipment, but do not wish to take over the responsibility for maintenance of the play equipment, this should be the responsibility of a Management Company.**

Schedule 7 - **No objection.**

Schedule 8 - **No objection.**

**DC/16/2795 - 2 St Richards Cottages Blackgate Lane Pulborough**

Proposed single storey rear extension. **No objection.**

**DC/16/2786 - Mount Farm Hill Farm Lane Codmore Hill Pulborough**

Erection of barn to provide workshop/store/studio and home office/gym. **No objection, although Members suggested that a non-severance clause be attached to the permission.**

**DC/16/2512 - Vergers Cottage Church Hill Pulborough**

Variation of condition 4 to previously approved application DC/16/1006 (Demolition of existing conservatory, construction of 2 Storey extension) Relating to external finishes of extension. **No objection.**

**DC/16/2068 - Little Brinsbury Farm Stall House Lane North Heath**

Proposed timber-framed single storey chalet building to provide garaging with office and storage space above and to mask neighbours large concrete barn. To be reviewed again as plans now published by HDC. **No objection for purpose proposed, but Members are concerned that an application to make this a separate dwelling could be applied for at a later date and would like a non-severance clause attached to the permission.**

**DC/16/2826 - 24 Stane Street Close Codmore Hill Pulborough**

Proposed single storey extension. **No objection, but please can HDC make sure the plans are detailed properly on their website,**

**DC/16/2859 - Blackgate House Blackgate Lane Nursery Blackgate Lane Pulborough**

Use of the dwelling at Blackgate House, Blackgate Lane Nursery in breach of Condition 4 (Agricultural occupancy restriction) of planning permission PL/18/97 (Erection of agricultural dwelling) for more than 10 years (Certificate of Lawful Development - Existing). **No objection.**

Trees

**DC/16/2811 - Old Rectory Old Rectory Lane Pulborough**

Fell x 2 Beech Trees, x 1 Holly Tree, x 1 Sweet Chestnut Tree and x 1 Tulip Tree.  
Surgery x 1 Common Lime Tree, x 1 Ash Tree and x 1 Beech Tree. **No objection.**

**DC/16/2913 - Coppice Hanger, Church Hill, Pulborough**

Surgery to group of trees including Yew, Firs and Laurel (Works to Trees in a Conservation Area). **No objection.**