



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

PULBOROUGH PARISH COUNCIL  
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## **MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD ON THURSDAY 9TH AUGUST 2018 AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** C Esdaile, J Esdaile, Henly, Kipp & Qusted.

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk) & 1 member of the public.

*The meeting opened at 7.30pm*

### **31. APPOINTMENT OF CHAIRMAN**

It was noted that as both the Committee Chairman and Vice Chairmen were absent, it would be necessary to appoint a chairman for the meeting. Following nomination and voting, it was **RESOLVED** to appoint Cllr Qusted as Chairman for the meeting.

### **32. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs. Kay, Lawson, Tilbrook & Wallace.

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

There were no declarations of interest.

There were no changes to the register of interests.

### **34. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 5th & 19th July 2018 and the Chairman duly signed them.

### **Clerk's Report**

From P&S meeting on 05.07.18

#### Min no 25 - Items for next P&S Agenda

Having spoken with Cllr. C Esdaile he advised not to put the item 'A27 By-Pass' on the agenda as the consultation for this is now closed.

**35. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

**36. PLANNING APPLICATIONS**

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

**37. PLANNING APPLICATIONS DECISIONS**

The planning application decisions were not sent with the agenda, therefore, Members will receive the details of HDC planning decisions and enforcements at the next P&S meeting.

**38. LOWER STREET PULBOROUGH**

Members received correspondence from WSCC and Cllr. Kipp regarding further improvements in Lower St. It was noted that WSCC's Highway Manager stated that where the improvement scheme is concerned, all works have now been completed. There are some minor remedial works in relation to the recent footway resurfacing, but no additional works are being considered as part of that project. So, any further works will have to be considered as a new scheme. Any new schemes will have to be put through the Community Highway Scheme (CHS) process. Members **AGREED**, in principle, that a CHS application should be submitted with the focus of improving the width of the footway with the inclusion of traffic control measures, such as kerb build outs/priority working chicanes. Members instructed the Deputy Clerk to bring an application form to the next P&S meeting to review what is required and acknowledged that any application would miss the deadline of 31<sup>st</sup> August 2018, for inclusion in the 2019/20 Annual Delivery Programme, due to there not being enough time to gather all the required information for an application. In the meantime, Cllr. Kipp will liaise with County Cllr. Pat Arculus regarding this matter.

**39. COMMUNITY HIGHWAY SCHEMES (CHS)**

Members received correspondence from Cty Cllr P Arculus regarding the CHS application deadline of 31<sup>st</sup> August 2018 and consider whether to submit any schemes, including those submitted for the WSCC STIP (Min. 22, 5.7.18 refers.). Members acknowledged that, as previously stated, any application would miss the deadline of 31<sup>st</sup> August 2018, for inclusion in the 2019/20 Annual Delivery Programme, due to there not being enough time to gather all the required information for an application. Members suggested that the short list for the WSCC STIP be monitored, when published, and if none of the schemes put forward are included, then a CHS application can be reviewed.

**40. REQUEST FOR BUS SHELTER IN NEW PLACE ROAD**

Members received a request to install a bus shelter in New Place Road because users were experiencing bird droppings from the trees above the bus stop. The Deputy Clerk advised that the previously agreed S106 funding application for 3 bus shelters within other parts of Pulborough was in process and the limit for funding is £20,000; any additional shelter requests may take the budget over this limit. After some discussion, Members **AGREED** to refuse the bus shelter request, but instructed the Deputy Clerk to contact the owner of the trees to ask if some of the lower branches over the bus stop could be cut back.

**Resolved: Bus Shelter request refused but contact the owner of the trees to ask if some of the lower branches over the bus stop could be cut back.**

#### **41. CORRESPONDENCE**

##### **CLLR TILBROOK**

Note re a proposed by-pass along the A29 for the STIP. Copied to Committee.

##### **SDNPA**

Planning news from the SDNP. Copied to Committee.

##### **FIRE & RESCUE SERVICE**

Press Release - Fire Service pledges to do more for staff with new strategy.

##### **SSALC**

Planning Protocol. Copied to Committee.

##### **WEST SUSSEX RAIL USERS ASSOCIATION**

Newsletter - July 2018 and updates from Govia Thameslink Railway and National Rail.

##### **HDC**

Notification of appeal dismissed for planning application DC/17/0789 - Holme Manor, Mare Hill Rd - Change of use of summer house to independent dwelling.

##### **WSCC**

West Sussex Minerals and Waste Planning Policy - Summer update 30.7.18:-  
Notice of Adoption of Joint Minerals Local Plan following a number of modifications, and details of venues where the plan can be viewed, including at [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

JMLP: Single Issue Soft Sand Review - public consultation on issues and options is scheduled for early 2019 and the Minerals and Waste Development Scheme can be found at [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

Consultation on the Draft West Sussex Statement of Community Involvement (Third Review) - six week consultation period ending Friday 7.9.18, the draft SCI is available at [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

##### **RURAL SERVICES NETWORK**

Email of The Rural Bulletin 31.7.18. Forwarded to C'ttee.

##### **RESIDENTS/ASSOCIATIONS**

- Resident letters regarding planning application DC/18/0985 - 'Minto', Stane Street, Codmore Hill, Pulborough. Copied to Committee.
- Email correspondence regarding UKOG's extension of planning permission. Copied to Committee.

#### **42. ITEMS FOR NEXT P&S AGENDA**

None.

**43. PAYMENTS**

The following payments were approved and cheques were signed:-

Mr F Bushby (already transferred)	20.00
Mr L Ellis	48.00
Viking	49.04
Mr R Qusted	42.40
Burgess & Randall Ltd	98.81
George Potbury Forestry Ltd	294.00
West Sussex County Council	8563.61
Sussex Land Services Ltd	420.00
Professional Weed Solutions Ltd	636.00
Natwest	30.35
Daisy Communications	16.52

***The meeting closed at 8.15pm***

.....Chairman

.....Date

**Appendix 1****Recommendations of the Planning & Services Committee meeting held on  
Thursday, 9th August 2018****PLANNING APPLICATIONS****DC/18/1431 - The Anchorage Coombelands Lane Pulborough**

Variation of Condition 1 (plan numbers) to previously approved application DC/16/1860 (Erection of new build 32 bed dementia care home on land to the rear of The Anchorage Residential Home). Proposed installation of 5no. dormer windows to facilitate the creation of 8no. additional bedrooms within the approved roofspace, including associated amendments to the internal layout, landscaping, drainage, parking and access (updated description). **Objection – Pulborough Parish Council reiterate previous objections on the grounds of over-development and also Members' previously recorded serious concerns regarding access/utility service issues to the site. In addition, Members object for the following reasons:**

- The traffic survey that has been conducted has been conducted in the wrong location.
- The increase in the number of rooms is not acceptable in terms of extra journeys bringing in extra traffic.
- The stated change over periods are incorrect.

**Members support the objection made by Dr. Andy Tilbrook, a copy is attached with this document.**

**Members would like this application to be considered by the Planning Committee and a representative for Pulborough Parish Council will attend the meeting.**

**Members request that HDC monitor the tree planting to make sure that it complies with the approved planning application.**

**DC/18/1450 - Ransoms Station Road Pulborough**

Demolition of Ransoms. Application following previous approval DC/13/0970: (Proposed development to provide 9 x 2-bed flats with ancillary parking following the demolition of existing retail/residential premises). **Objection – a Traffic Management Plan should be put in place in order for the demolition to proceed.**

**Members would like to highlight once again, that HDC should contact the Horsham District Archaeology Group regarding this site as it of archaeological interest.**

**DC/18/1508 - Beeding Granary Gay Street Lane North Heath Pulborough**

Variation of condition 1 for previously approved application DC/18/0476 and DC/18/0477 (Conversion of domestic garage to a residential annexe for occupation ancillary to main dwelling. Associated external alterations including erection of front porch and installation of roof lights). Amendments to elevation and fenestration layout. **No objection.**