



PULBOROUGH PARISH COUNCIL

Working together for a better future

PULBOROUGH PARISH COUNCIL
Swan View, Lower Street
Pulborough
West Sussex RH20 2BF
Telephone: 01798 873532
Email: clerk@pulboroughparishcouncil.gov.uk

MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD ON THURSDAY 7TH SEPTEMBER 2017 AT PULBOROUGH SPORTS AND SOCIAL CLUB

PRESENT: Cllrs Tilbrook (Chairman), C Esdaile (to min no.56), J Esdaile, Henly, Kay, Kipp, Qusted.

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk) & 0 members of the public.

The meeting opened at 7.30pm

46. APOLOGIES FOR ABSENCE

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

47. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest or changes to register of interests.

48. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 10th August 2017 and the Chairman duly signed them.

Clerk's Report

There was nothing to report.

49. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers.

The Chairman then proposed that the agenda be amended to bring item 9, Railway Station Preservation, forward to enable Cllr J Esdaile to report as she may need to leave before the meeting finished, Members AGREED.

50. RAILWAY STATION PRESERVATION

Cllr. J Esdaile advised Members about a recent meeting held between herself, Cllr. C Esdaile and Rowena Tyler (RT), Sussex Community Rail Partnership - see Appendix 2 attached to these minutes. Cllr. J Esdaile advised that Rowena wishes to attend the Full Council meeting on 19th October 2017 to discuss this matter with the Council.

Cllr. J Esdaile then commented as follows:

First Stage Action Plan for Pulborough Station should be:

- Review of minutes from the meeting held in summer with RT and Cllrs. C & J Esdaile.
- Quick review of Adopt Your Station Guide.
- Cllr. J Esdaile to lead discussion of what the Council feels should, or could be, their involvement in such a project. Points to be raised:

1. The Pulborough Station is important to Pulborough. With the government's continued insistence on growth in this area, the station will increase in usage. It is the first and last impression given to our visitors who come by rail. The buildings need to reflect the historical significance of the station and to help enhance the time spent in the area - whether when picking up their new Bentley from Harwoods' or seeing their first Kingfisher at Pulborough Brooks or simply coming home after a long day at the office. It is important historically and socially, as well as, being a major cog in the Southern corridor rail system.

2. The Council is enthusiastic about preserving the fabric and the period architecture of the buildings. The signalling box is already listed. Cllr. Tilbrook advised that the signal box is to be part of the proposed new conservation area.

3. There are sensitive areas to consider and thus the delay in proceeding to List the buildings. The urgency, however, is not to allow the buildings' decay to continue and to hope by working together with Southern and Network Rail (rather than causing friction by the threat of Listing) should be the Council's approach.

4. How do we proceed? Adopting the Station is a good start because it opens doors to communication. It is a bit flower boxes and gardens rather than actually conservation and restoration of a historically significant building.

Cllr. J Esdaile asked Members for their comments. Cllr. Tilbrook said that the Parish Council should consider these proposals, but it should be a Full Council decision. The proposals should also contain things to make the station more functional, for example disabled access and being manned full time.

Cllr. Kipp advised that she would bring this matter up at the forthcoming Visitor Economy Strategy meeting that she will be attending and feedback comments to Council.

The Deputy Clerk will ensure that this item is added to the Full Council agenda on 19th October 2017, when Rowena Tyler wishes to address Council.

51. **PLANNING APPLICATIONS**

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

52. PLANNING APPLICATIONS DECISIONS

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

It was noted that one of the reasons for refusal for DC/17/1100 & 1101 was the 5 year housing supply stance and Members would like to know why HDC are using this reason for this application. Members instructed the Deputy Clerk to enquire with District Cllrs. Clarke and Donnelly.

53. CONSERVATION AREA APPRAISAL IN PULBOROUGH

Members have now received the web link to the above consultation and discussed the draft at the last P&S meeting on 10th August 2017. Cllr. Tilbrook advised that there are 9 proposed extensions to the conservation area in Pulborough and he would encourage all Cllrs to put in an individual response.

The Committee instructed the Deputy Clerk to submit the following comments in response to the consultation:

- Wildlife needs to be considered in the consultation.
- The flood plain south of the river is an important area to consider.

Resolved: Submit comments to HDC.

54. REQUEST FOR SDNPA INFRASTRUCTURE PROJECTS FOR CIL FUNDING

Members received a draft proposal from Cllr. Tilbrook regarding enhanced broadband provision as a potential project. Members AGREED to this and instructed the Deputy Clerk to submit the necessary paperwork to the SDNPA.

Resolved: Submit comments to the SDNPA.

55. REQUEST TO INSTALL SALT BIN AT THE JUNCTION BETWEEN SOUTHSIDE AND DOWNLANDS, PULBOROUGH

Members received a resident request to install a new salt bin at the junction between Southside and Downlands, Pulborough. The Deputy Clerk advised that the cost of a 200l bin is £173.84 + vat (this is the size of the others bins in Pulborough) and £259.06 + vat for a 400l bin, but pointed out that it would be too late to install one in time for the salt deliveries in October/November and a licence needs to be applied for from WSCC and there has been no budgeting provision made for a new bin.

Cllr. Tilbrook suggested that, ahead of salt deliveries in 2018, an appraisal of the locations of all salt bins in Pulborough should be looked at, to include this resident request, along with budgeting implications at the Finance & Policy meeting on 28th September 2017. The Deputy Clerk will add this to the F&P agenda accordingly and advise the resident.

Cllr. J Esdaile left the meeting.

**56. CORRESPONDENCE
UKOG, BROADFORD BRIDGE**

- Email with link to a Stock Exchange announcement made to clarify news at Broadford Bridge. Email already sent to Members & copied for Cllr. Lawson.
- Copy of an objection to the planning extension at Broadford Bridge. Email already sent to Members & copied for Cllr. Lawson.

- Email dated 04.09.17 regarding Broadford Bridge. Email already sent to Members & copied for Cllr. Lawson.
- Notification from WSCC that application WSCC/029/17/WC Woodbarn Farm, Broadford Bridge is being considered at the meeting of the Planning Committee at County Hall North, Horsham at 10.30am on Tues 12.09.17. Registration for speakers against the application has been filled and no further requests against the application will be accepted.
- Update on local air and water monitoring by the Broadford Bridge Action Group. Copied to Committee.
- Email regarding rising conductivity (metal salts) in streams from Broadford Bridge oil well to Arun. Copied to Committee.

HDC

- Reply from HDC regarding the site of 'Former Spice Boys', Station Road, Pulborough Copied to Committee.
- Notification that the appeal was withdrawn for DC/16/0731, Land North East of Glebelands, Pulborough.

Residents

- Email regarding Pulborough's Post Office opening times. Copied to Committee.
- Various email correspondence regarding the land alongside the River Arun. (Not in Pulborough's Parish, but maybe of interest). Copied to Committee.

CPRE

Invitation to 'Introduction to Planning' training session on Saturday 16th Sept 2017 from 10.00am-1pm at The Clair Hall, Perrymount Road, Haywards Heath. Please advise the Parish Office if you would like to attend.

SDNPA

Invitation for two representatives to attend SDNP workshops. The next workshop is on 4th Oct 2017. Email already sent to Members & copied for Cllr. Lawson. No responses received.

Pulborough Wednesday Lunch Club

A request for volunteers to help for the Lunch Club. Copied to Committee.

PP Link

Presentation and minutes in relation to proposed changes to the way GP services might be delivered. Please advise the Parish Office if you would like an email copy of this.

Broadband

Notification from a resident of a better broadband grant given by West Sussex Council when broadband speed is less than 2mb. See <https://blaze-wireless.co.uk/wc.php>

Horsham & Mid Sussex Voluntary Action (HAMSVA)

Notification that HDC has taken the decision to cease HAMSVA's core funding on 31.03.18 and HAMSVA will no longer be able to provide their service after that date.

57. PAYMENTS

The following payments were approved and cheques were signed:-

Pulborough Social Centre	104.07
ABA (Construction) Ltd	234.00
West Sussex County Council	6947.40
Burgess & Randell Ltd	66.13
PKF Littlejohn LLP	720.00
Kent County Council	115.51
Mr F Bushby	61.63
Rabbit Waste Management Ltd	258.00
Arun Mowers	138.00
Taylorred Investments Ltd	169.99
Horsham District Council	295.88
Horsham District Council	77.69
National Westminster Bank	16.10
BT	210.30
Horsham District Council	167.96

The meeting closed at 8.26pm

.....Chairman

.....Date

Appendix 1

**Recommendations of the Planning & Services Committee meeting held on
Thursday, 7th September 2017**

PLANNING APPLICATIONS

DC/17/1728 - 1 The Mews Southside Pulborough

Conversion of existing integral garage into habitable space and erection of a single storey side extension with 2x roof lanterns. **No objection.**

DC/17/1703 - Drovers The Street Nutbourne, Pulborough

Proposed replacement of existing chimney pots with taller (HETAS compliant) chimney pots (Listed Building Consent). **No objection.**

DC/17/1781 & 1782 - The White House The Street Nutbourne Pulborough

Demolition and reconstruction of detached residential outbuilding (Householder & Listed Building Consent). **No objection.**

DC/17/1794 & 1795 - Pennyroyal 68A Lower Street Pulborough

Proposed erection of boundary fence and installation of garden shed (Full Planning & Listed Building Consent). **No objection.**

DC/17/1001 - Bryony Cottage 109 Lower Street Pulborough

Proposed replacement of existing rear dormer window (Listed Building Consent). **No objection.**

DC/17/1825 - 13 Wildbrooks Close Pulborough

Erection of rear/side glass conservatory. **No objection.**

Trees

DC/17/1765 - The Smithy 9 Lower Street Pulborough

Fell 5 x Trees (Works to Trees in a Conservation Area). **No objection.**

DC/17/1709 - Andrews Cottage Rectory Lane Pulborough

Surgery to 1 x Hazel and 1 x Cherry (Works to Trees in a Conservation Area). **No objection.**

Appendix 2**Sussex Community Rail Partnership**

Meeting at Pulborough Rail Station: Monday 25th July 2017

Rowena Tyler, Sussex Community Rail Partnership

Jeannie Esdaile Pulborough parish council

Christopher Esdaile, Pulborough parish council

To discuss Pulborough rail station, and how the parish council and wider community could help to improve the building, the environs to make it more welcoming, and encourage more travel by rail to Pulborough.

Points to note:

1. Pulborough Community Partnership and Rob Aylott are already either working with Southern and Network Rail, or in discussion on a number of projects, such as:
 - The map in the bookings hall, designed by Rob in 2010, and about to be refreshed;
 - The possibility of adopting the signal box, for use as a heritage asset
 - The series of walks leaflets, currently available in the bookings hall
 - The possibility of working with RSPB and SDNPA to highlight the 'cinder path' route to the village and Pulborough Brooks
2. Network Rail own all the building stock and land, but some of it is leased to Southern, who are then responsible for its upkeep. Depending on which area(s) the parish council is interested in seeing improvements, either Southern, Network Rail or both would have to be consulted.
 If an application is made to get the building listed, it may or may not be accepted,
 - the criteria for eligibility is quite stringent. Moreover, there is usually only one opportunity to apply, and if rejected, further applications will not be accepted, unless some new and substantial evidence can be produced.
 The signal box has been listed.
3. Much of the building, especially the decorative features such as guttering, brickwork, façade is in a poor state, and when it has been repaired, it does not seem to be done in a way which is sympathetic to the original design. The parish council is keen to address this, and to ensure that the features are not removed for the sake of economy. The same applies to additional features such as the shelters, which are not in keeping.
4. There are a number of ways in which the parish council and Southern could work together to enhance the area, and this will need research, discussion and agreement by all parties.

Actions: Rowena to lead: RT; Pulborough parish councillor to lead, JE

1. Find out how decisions are made on e.g. shelters, benches etc, by Southern, and whether there is an opportunity for the community, via a station partner to comment (RT)
2. Find out if there is a long term and short term maintenance plan for the Arun Valley Line, and where on the timeline Pulborough sits. Is there an opportunity for the parish council to inform this plan or to comment on priorities? (RT)

Appendix 2

3. Find out what a station partner can do, particularly on an unmanned station – i.e. when waiting room and bookings hall are closed, how can a community project run? (RT)
4. Secure agenda time at a future full parish council meeting to discuss the Community Rail Partnership with a brief outline taken from the Notes, above. (RT)
5. Ask the parish council whether it would like to be considered for a 'Station Partnership, and what it might do under that contract (JE)
6. Draw up an action plan for projects, with partners who have agreed to be involved in the station partnership (JE)

If the parish council wants to explore Adopting the Station, by means of a Station Partnership, then a meeting will need to be convened with the Station Manager for the Arun Valley Line. The action plan to be presented, risk assessments completed, and the Adopt the Station form completed, for the Station Manager's approval. A copy of Adopt the Station Booklet sent to Jeannie Esdaile with this note.

Rowena Tyler, Arun Valley Line Officer, Sussex Community Rail Partnership
Email: rowena@sussexcrp.org Tel: 07944 289269