

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 1ST SEPTEMBER 2016 AT PULBOROUGH SPORTS AND SOCIAL CLUB

PRESENT: Cllrs Tilbrook (Chairman), C Esdaile, Henly, Kay, Kipp, Queded and Wallace

IN ATTENDANCE: Mrs H Knight (Clerk)
1 member of the public

The meeting opened at 7.35pm

56. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Lawson, J Esdaile (unwell) and Mortimer (work commitments).

57. DECLARATIONS OF INTEREST

Cllr Tilbrook declared a Personal (Non-Pecuniary) Interest in agenda item 5, Planning Application DC/16/1860 as he lives near to the site, and stated that he would not participate in voting on that application.

58. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 11th August 2016 and these were duly signed. The Minutes of the Meetings held on 30th June, 7th and 21st July 2016 were also signed, as these had been unavailable at the previous meeting due to unavoidable officer absence.

Clerk's Report

Meeting 11.8.16, Min. 53 - Improved signing to car park for Sports Hall

The materials/signs are now available, however delay has occurred due to the extremely dry conditions and the Groundsman is awaiting a suitable opportunity to install these as soon as practicable.

Meeting 11.8.16, Min. 53 - Request for Neighbourhood Wardens to monitor parking in Rectory Close and grassed areas

This has been relayed to the Neighbourhood Wardens, who requested further clarification as there are no parking restrictions in Rectory Close and they have no enforcement powers. Members advised that there are concerns regarding emergency vehicle access as currently public parking is causing congestion and restricted access. The awaited 'no parking on the grass' signs will assist but

in the meantime it was hoped the Neighbourhood Wardens could monitor the situation and advise public regarding appropriately parking. The Clerk would feed this back to the Neighbourhood Wardens.

Meeting 11.8.16, Min. 53 - Response from Studio 5 regarding the Sports Pavilion

The Clerk advised that the update had been requested from the architect the previous week and was imminently awaited but had not been received to date. Members asked the Clerk to follow this up again.

Meeting 11.8.16, Min. 53 - Update on Harwood's planning application

The Clerk advised that this formed an item under Additional Correspondence, circulated at the meeting, and could be discussed at that point of the agenda.

59. ADJOURNMENT FOR PUBLIC SPEAKING

The meeting was adjourned from 7.45-8.05pm to allow a member of the public, who identified himself as a resident, to speak to the Committee regarding planning application DC/16/1860 The Anchorage, Coombelands Lane, Pulborough.

60. PLANNING APPLICATIONS

The Committee considered the planning applications, attached to these Minutes as Appendix 1. It was **AGREED** to consider planning application DC/16/1860 first so that the interested member of public present could hear the discussion.

Cllr Tilbrook re-declared his interest in planning application DC/16/1860 and stated that he would not participate in voting.

Members discussed planning application DC/16/1860 at length and in addition to the decision recorded on Appendix 1 (to be forwarded as usual to Horsham District Council as the Council's recommendations), it was **RESOLVED** that the Council would write to HDC expressing in the strongest possible terms the Committee's continuing concerns regarding this application. The letter should reiterate the previous comments the Committee made against the original application regarding access / services issues, emphasizing the Committee's concerns regarding this, boundary issues and overdevelopment. **AGREED:** The Clerk would liaise with Cllr Tilbrook as Committee Chairman in composing the letter.

61. PLANNING APPLICATIONS DECISIONS

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

62. RANSOMS SITE - UPDATE

Cllr Tilbrook reported. It was noted that the planning application had been passed by HDC, including permission to demolish the building. This pre-dated the arrangement whereby applications could be referred to HDC Committee if PPC objected and requested this. During discussion of this item, a Member expressed disappointment that the letter previously agreed by Committee had not yet been sent from PPC and that the Archaeological Society felt unsupported. However, it was noted that this Council has no power to act on archaeological grounds. It was also noted that a further planning application relating to this site will be coming before the P&S short meeting on 15th September. The Chairman reiterated that unfortunately as the original planning application had been passed events had moved on from the concept of the letter to HDC. However, in view of the new variation, PPC could now write to WSCC Highways highlighting grave concerns regarding the proposed access to the site, which Members felt was extremely dangerous. A Member had recently provided

relevant photographs which could be used to support the letter. It was **AGREED** that the Clerk would draft a letter to WSCC Highways in liaison with the Chairman, to be sent as soon as possible, so that a response would hopefully be available for the 15th September meeting.

63. WEIGHT & WIDTH RESTRICTION ON A29 & A283

Members discussed this item at length, which had been referred from meetings on 7th July (Min. 30) and 11th August 2016: Cllrs Henly, Kipp and Tilbrook had spent time collecting data recently. Considerable concern was expressed about the level of heavy lorry traffic using the route and Members discussed the feasibility of approaching WSCC Highways regarding re-grading of the A29. It was **AGREED** that the Clerk would contact the Head of Highways/Highways Area Manager to follow up on recent correspondence regarding Lower St regeneration to urge for the stakeholder meeting referred to therein as soon as possible, at which this issue could also be discussed. This would also be an opportunity to raise discussion about the speed limit along Lower St from Wickford Bridge to the existing 30mph limit.

64. SERVICES IN PULBOROUGH

Cllr Tilbrook reported. P&S Meetings of 7th July (Min. 31) and 11th August 2016 refer. Members were thanked for their work and following his recommendation and a brief discussion it was **AGREED** to focus on a) aspects affecting the elderly, including ensuring that those people who work for the elderly can afford to live here, and b) highways and transport.

65. STOPHAM ROAD MEMORIAL - To receive a request to maintain the Stopham Road Memorial

The original enquiry from a resident was regarding poor maintenance of the memorial, querying whose responsibility this was. It was noted that a tidy up of vegetation at the site had taken place but there remained the question of future maintenance as it had been difficult to establish ownership/responsibility for the memorial. It was suggested that the Council should take this on and it was also commented that this may be a matter for the Recreation & Open Spaces Committee in future. It was **RESOLVED** that the Council take on responsibility for undertaking routine clearing of the site going forward.

66. ACCESS ROAD TO LAND NORTH OF GLEBELANDS

Cllr C Esdaile updated the Committee, as per the email report he had previously circulated. This set out a number of concerns regarding the proposed access and also the WSCC Traffic Assessment system, which appeared to be out of date in a number of respects. Following discussion, it was **AGREED** that the Neighbourhood Plan Steering Group be asked to consider proposals for the whole site and make a firm recommendation.

67. STATE OF RECTORY LANE ROAD

Cllr C Esdaile reported on the poor condition of the road and also the road being used as a 'rat run'. Members discussed the situation and agreed that action was required to press for urgent improvements, including consideration of blocking off the end of the road. It was **RESOLVED** to refer the item to the October agenda for discussion on progressing these matters with Highways.

68. PULBOROUGH STATION

Cllr C Esdaile reported in the absence of Cllr J Esdaile. Members were concerned with the poor condition of the railway station, which was thought to have been built in 1858. A Member suggested the building ought to be listed for protection and was advised to liaise with The Pulborough Society. Following

further discussion, it was **AGREED** that a meeting with Network Rail would be sought (officers to action in liaison with Chairman).

69. GRIT BIN

Following consideration of the quotation and capacity of the two options provided, it was **RESOLVED** to progress the purchase and installation of the 200 litre grit bin for Nutbourne Road, West Chiltington Road, opposite Dyke Farm.

**70. CORRESPONDENCE
WSSC**

- A283 Lower St, Pulborough: Emails from Residential Services officers in response to PPC enquiry, advising that the improvements at Swan Corner are currently scheduled for November as previously indicated but delivery is dependent on the recent TRO consultation. Feasibility of two other separate schemes is also being investigated. Copied to Committee.
- 3in1 Card concessionary travel scheme to end 31.12.16: Email detailing the decision, reasons and mitigation steps being taken. Copied to Committee.
- Starting School September 2017: WSSC no longer sends individual letters to parents but advertises the application arrangements as widely as possible, parents need to apply online at www.westsussex.gov.uk/admissions. The poster provided is being displayed on Pulborough Parish Council notice boards and website as soon as possible.

HDC

- Strategic Housing and Economic Land Availability Assessment (SHELAA) 2016: Email advising that HDC has now published the latest iteration of the SHELAA (formerly known as the SHLAA), which is available to view at the following link: <https://www.horsham.gov.uk/lanningpolicy/planning-policy/housing-land-availability>

DC/13/1860 - The Anchorage, Coombelands Lane

Email correspondence between resident and HDC Planning regarding this application. Copied to Committee. Agenda item 5 refers.

DC/13/0970 - Ransoms Planning Application

Various emails from Committee Members inputting to draft letter to HDC regarding this application. Agenda item 7 refers.

Memorial, Stopham Road

Request from member of public to investigate and resolve maintenance of memorial stone to Rev. Masefield, which has become illegible and uncared for. Agenda item 10 refers.

Arun Valley Line Steering Group

Minutes of the Steering Group meeting held 27th July.

Gatwick Airport Community Engagement Team

Invitation to representatives of Town and Parish Councils and neighbourhood groups to visit Gatwick Airport in for a tour and to maintain dialogue, tours likely to take place in October/November. If any Members are interested, please advise the Clerk and this can be made a future agenda item to approve representation.
Copied to Committee.

Good Neighbours Scheme Event - follow up 2

Email from Secretary of Pulborough & District Community Care Association setting out the group's position regarding a potential co-ordinator role/group for

the village - PDCCA members are supportive of the idea but feel unable to lead on this.

West Sussex Superfast Broadband Connection

Details of Superfast Broadband Connection Voucher scheme for eligible businesses, the scheme supports the capital costs of installing superfast broadband. Guidance notes, application form and further information are available on the Coast to Capital Local Enterprise Partnership website at: <http://www.coast2capital.org.uk/helping-business-growth/grant-funding>

Eligible businesses and broadband infrastructure providers can also find out more about the voucher scheme at a workshop afternoon on Friday 9th September 2016 at the South Downs Centre, Midhurst. To find out more and register interest in attending, email grants@c2cbroadbandgrants.org.uk

Sussex & Surrey Association of Local Councils

Details of Planning Updates - training sessions reviewing changes to the planning system over recent years and further changes in the pipeline, including any effect of Brexit and also a section on the Community Infrastructure Levy (CIL). Training sessions are as follows:

Tuesday 11th October, 1745-2100, Lodge Hill, Watersfield

Wednesday 9th November, 1815-2100, Dorking Halls, Dorking

The cost is £55 excl VAT per delegate. Any Members wishing to attend are asked to please notify the Clerk, for formal approval at next appropriate meeting.

CAGNE

Bulletin 56 August 2016

HNW Architects

Correspondence regarding proposed facilities for the Harwoods group, requesting an opportunity for Harwoods and HNW Architects to give a short presentation to the Council on their proposals and potential planning application. Copied to Committee. It was **AGREED** to respond inviting the correspondents to address the 6th October Committee meeting.

71. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

No items were raised.

72. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

Harvest Fair

73. PAYMENTS

The following payments were approved and cheques were signed:-

Arun Mowers	91.25
D H Electrical Services	948.00
Horsham Matters Ltd	503.21
Southern Water	79.31
Southern Water	567.67
West Sussex County Council	5346.22
New Call Telecom Ltd	13.15
Travis Perkins Trading Co Ltd	31.77
Travis Perkins Trading Co Ltd	25.06
Ricoh UK Ltd	354.00

Kent County Council	159.46
Fire Risk UK Ltd	295.12
A Tilbrook	6.60
LASER	53.32
Horsham District Council	508.00
Horsham District Council	508.00
BT	74.18
BT	72.88

The meeting closed at 10.00pm

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on
Thursday, 1st September 2016**

PLANNING APPLICATIONS

DC/16/1860 - The Anchorage Coombelands Lane Pulborough

Variation of condition 1 to previously approved application DC/15/1547 (Erection of new build 32 bed dementia care home on land to the rear of The Anchorage Residential Home). Relating to improvements to the constructability of the roof profile and to improve the architectural quality of the new care home.

OBJECTION: On the grounds of over-development and also Members' previously recorded serious concerns regarding access/utility service issues to the site.

DC/16/1813 - Orchard House 20 Lower Street Pulborough

Change of Use from office to two dwellings along with associated works.

OBJECTION: On the grounds of not conforming to Pulborough Neighbourhood Plan policy of retaining Pulborough's retail facilities. The Council would possibly welcome a revised proposal that gives more adequate retail provision.

DC/16/1849 and DC/16/1850 (LBC) - Shepherds Cottage 8 London Road Pulborough

Proposed single storey rear extension and porch (Householder)

NO OBJECTION.

DC/16/1955 - Cherrytree Cottage Pickhurst Lane Pulborough

Removal of LV OHL between pole 551172 and pole 551170, removal of poles 551171, pole 551170 to stay and lowered to the height of the hedge and made redundant, pole 55172 to be resituated and become a terminal pole with stay, underground the LV cable along marked route on plan.

NO OBJECTION.

DC/16/1903 - Architectural Plants Ltd Stane Street North Heath Pulborough

Install cafe and seating area within polytunnel

NO OBJECTION.