



PULBOROUGH PARISH COUNCIL

Working together for a better future

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MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD VIRTUALLY USING MICROSOFT TEAMS ON THURSDAY 7th January 2021

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year.

PRESENT: Cllrs C Esdaile (Chairman), J Esdaile, Hare, Hunt, Kay, Kipp, & Lawson (via telephone conference).

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk) & 3 members of the public (via telephone conference).

The meeting opened at 7.31pm

190. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. Henly & Trembling.

191. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest.

There were no changes to Register of Interests.

192. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed 3 public speakers as follows:

A representative from Mary How Trust speaking about planning application DC/20/2304 – 17 London Rd, Pulborough.

Meeting adjourned: 7.33pm

Meeting reconvened: 7.38pm

A resident speaking about planning application DC/20/2497 – Lane Top, Nutbourne Rd, Pulborough.

Meeting adjourned: 7.39pm

Meeting reconvened: 7.47pm

Cllr. Hare asked questions, which the resident answered.

A resident speaking about planning application DC/20/2481 – Coppice Hanger, Church Hill, Pulborough.

Meeting adjourned: 7.53pm**Meeting reconvened: 7.57pm**

The Chairman thanked all speakers for addressing the Committee.

193. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 26th November 2020 & 3rd December 2020 as a true and accurate record of the proceedings and the Chairman of the meeting agreed to sign them outside of the virtual meeting.

Clerk's Report

There was no Clerk's report.

194. PLANNING APPLICATION DC/20/2400 – RANSOMS STATION ROAD PULBOROUGH & DC/20/2481 – COPPICE HANGER CHURCH HILL PULBOROUGH

The Chairman welcomed Mr Pierre Lombaard and Mr Stephan Lombard from Purple Pepper Partnership (PPP) who presented details of both of the above applications and answered questions from Members accordingly.

195. PLANNING APPLICATIONS

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

196. PLANNING APPLICATIONS DECISIONS

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

197. DAMAGED BUS SHELTER ON STATION ROAD

The Deputy Clerk advised Members that damage to a bus shelter on Station Road, Pulborough has been reported by a member of the public. The cause of the damage was overgrown vegetation pushing from the back of the shelter causing 2 roof slates to come out of their frame, making the shelter slightly crooked. WSCC have advised that it was their responsibility to cut back the vegetation and this has been scheduled to be done within 3 months. WSCC have sent the Parish Council a claim form to submit for damages caused by the overgrown vegetation, which the Deputy Clerk will send once all known costs have been received.

In the meantime, the Deputy Clerk has been in touch with the Senior Community Solutions Officer at WSCC who carries out work, including bus shelter repair/replacement, with a team of volunteers. The Officer has agreed to go to site to assess the bus shelter and report back, providing required material costs; the volunteer labour is not charged. Unfortunately, due to the current lockdown regulations, his team of volunteers are not currently carrying out any works.

The Deputy Clerk suggested that the vegetation be cut back before any repairs are carried out, providing it is safe to do so. The Deputy Clerk advised that there may be further delays to any works being carried out due to the lockdown and asked if Members approved the

suggested actions for this matter. Members **AGREED** that they did approve all suggested actions.

198. CORRESPONDENCE

HDC

- Notification of an appeal lodged for DC/20/0411 – Roseacre, Stall House Lane, North Heath – Change of use of the land to residential, erection of a two storey dwelling and creation of new access.
- Notification of appeal for DC/20/1939 – Hill Copse House, Hill Farm Lane, Codmore Hill – Outline application for the demolition of a residential outbuilding and the erection of a single dwelling with new access from Hill Farm Lane with all matters reserved except access.
- Link to ‘Horsham TV’, developed in order to support small businesses across the District – https://www.youtube.com/channel/UCA1VdOsQKo_fn3yFyA3kETw
- Weekly list of compliance cases for the period 7th-13th December 2020 and 14th December-20th. Copied to Committee.
- Notification regarding street naming and numbering in the Pulborough area. Copied to Committee.

WSCC

- Email correspondence regarding the progress of the Parish Council’s submitted Community Highway Scheme for Lower St. WSCC have advised that the proposal was moderated at 39 points, historically the Cabinet Member has taken schemes forward that score 40 points or more, however the Cabinet Member has yet to decide on the threshold this year – that decision will take place early 2021.
- News release – ‘Proactive Flood Prevention Team Targets Highway ‘Hotspots’’. Copied to Committee.
- Decision notice for the proposed Traffic Regulation Order for Swan Bridge Car Park, Pulborough. Already emailed to all Cllrs. Hard copy attached for Cllr. Lawson.
- News release – ‘Advisory Panel no Longer Needed to provide Independent Assurance to the Fire Service.’
- Highways, Transport & Planning Members Update – December. Copied to Committee.

CPRE

Horsham District Update which covers the recent planning reform proposals. Copied to Committee.

Waterside House, Lower St, Pulborough

Notification that the owner of the above property will arrange to speak at a P&S meeting in the near future to advise of their plans for the property.

Resident

Email correspondence regarding the flooding at Pulborough railway bridge. Copied to Committee.

Newsletters

Southeast Communities Rail Partnership’s newsletter.

199. PAYMENTS

The following payments were approved and would be signed by two signatories outside of the virtual meeting:

Came & Company	307.23
Age UK West Sussex, Brighton & Hove	100.00
PDCCA	1,500.00
PCC of Pulborough (St Mary's Church)	500.00
Victim Support Sussex	100.00
Pulborough Cricket Club	100.00
Liaise @ Frontline	150.00
4Sight Vision Support	150.00
Citizens Advice in West Sussex	100.00
Mr F Bushby	40.00
SLCC	234.00
P Day	61.95
Moore	720.00
Mrs L Underwood	5.20
West Sussex Rail User Ass	2.00
Fire Risk UK	180.59
SCYP	3,560.08
Kent County Council	305.23
Laker Builders Merchant	176.01
CPRE	36.00
Saunders Specialised Services	132.00
Viking	102.25
WSCC	8,585.26
National Westminster Bank	8.75
Horsham District Council	26.60
Horsham District Council	60.50
Daisy Communication	26.48

The meeting closed at 9.45pm

.....Chairman

.....Date

Appendix 1**Recommendations of the Planning & Services Committee meeting held on
Thursday 7th January 2021****DC/20/2304 – 17 London Road, Pulborough**

Change of use from office (Class B1) to clinics (Class D1). **No objection.**

DC/20/2497 – Lane Top, Nutbourne Road, Pulborough

Construction of 4 No. additional settled gypsy accommodation site pitches. **Objection, for the following reasons:**

- **Over-development:** The national policy for traveller sites states, in paragraph 25, that “local planning authorities should ensure sites in rural areas respect the scale of, and do not dominate, the nearest settled community and avoid placing undue pressure on local infrastructure.” This application proposes an increase of 4 pitches from the 2 existing pitches to a total of 6, which will significantly increase the resident families on the site.

Members noted that in the HDC Gypsy & Traveller (G&T) Allocation Plan DPD 2017, it identifies a potential maximum of 5** (please see note at bottom of application comments) pitches for Lane Top. This application is therefore in excess of what’s been identified.

This site is encircled by 9 surrounding properties, so it will dominant those 9 properties.

Referring to the National Policy statement about “avoiding placing undue pressure on local infrastructure”, Members noted that the provision for parking, provision for additional touring caravans and for, what often accompanies G&T applications, provision for amenities, such as a day room, cannot be seen in the application. This is a concern to Members.

- **Nature of the site:** The development and proposed additional pitches would be on top of the highest point in Nutbourne, therefore over-looking the 9 surrounding properties.

Another concern is the water main running through the centre of the site with hardcore having been applied over the top of it, without permission, in 2015.

- **Dangerous access onto Nutbourne Road:** members noted that a Highways Safety Report has been commissioned by local residents. The key conclusions are the visibility splays in both directions are very restricted and present “unacceptable highway safety risks.” Furthermore, the land required to achieve “adequate visibility splay of 2.4 x 45 metres is outside the control of the applicant.” Therefore, the additional volume of vehicle activity from the increased occupancy of pitches and transitory caravans will add significant danger to an already hazardous entry point on to Nutbourne road.
- **HDC Call for Sites:** this was conducted between Sept-Oct 2020 and additional sites came forward and were identified at locations in North Heath (8), Littleworth (5), West Chiltonington (10), Parsons Field (3) & Thakeham (5) offering a total number of potential 31 additional pitches plus a 10 acre site at Five Oaks. The HDC G&T Allocation Plan DPD 2017 states “the process has identified 68 pitches for use” and the requirement up to 2032 is for 78 pitches, meaning HDC needs 10 additional pitches by 2032.

The existing 2017 allocation provides for 53 pitches, the Call for Sites in 2019 offered 34 pitches, the Call for Sites in 2020 offered 31 pitches as detailed above, which totals 118, resulting in an excess above the 2032 requirement of 40 pitches, excluding the 10 acre site at Five Oaks. There is therefore adequate coverage of Gypsy and Traveller sites already and in the pipeline to cover the 2032 requirement.

**** Subsequent to the meeting, the Parish Council has been advised by a resident, who has had it confirmed with the Case Officer, that HDC's policy identifies 3 pitches and not 5, this is contrary to what the applicant has put in the application.**

DC/20/2400 - Ransoms Station Road Pulborough

Part demolition, refurbishment and extension of existing mixed use building and conversion to provide 8No. flats with associated access and parking. **No objection, but Members would like the developers to increase the levels of sustainable concepts within the development. Members also noted that this is an important archaeological site, that the developers have noted.**

DC/20/2481 - Coppice Hanger Church Hill Pulborough

Erection of 2No. detached dwellings and 4No. semi-detached dwellings with associated access, parking and landscaping. **Objection – the road access onto the A29 at Church Hill is of concern, this is a very narrow road and highway issues have been previously identified with WSCC. The exterior style is out of keeping with the conservation area.**

DC/20/2547 – 6 Swan Court Station Road Pulborough

Reinstatement of external wall and roof of adjoining listed commercial building following part demolition, refurbishment and extension of existing mixed use building, and conversion to provide 8 flats at Ransoms, Swan Corner (Listed Building Consent). **No objection.**

DC/20/2406 – Nutbourne Ridge, Nutbourne Common, Pulborough

Erection of a single storey swimming pool outbuilding. **No objection.**

DC/20/2004 – Acorn Cottage, Tudor Close, Pulborough

Erection of a single storey side extension. **No objection.**

DC/20/2537 – Fields Farm Gay Street Nutbourne Pulborough

Demolition of existing dwelling and outbuildings and construction of a replacement dwelling with 1 outbuilding. Extension to residential curtilage. **The majority vote was no objection.**

DC/20/2548 – Long Platt, The Street, Nutbourne, Pulborough

Erection of an outbuilding for ancillary use to the main dwelling (Householder Application). **No objection, but Members would suggest a non-severance clause is attached.**

DC/20/2575 – North Heath Service Station Stane Street North Heath Pulborough

Retrospective application for the erection of 1x internally illuminated shop front fascia panel, 2x internally illuminated canopy edge panels and 1x internally illuminated pole sign. **No objection.**

Trees

DC/20/2315 – Little Croft Rectory Lane Pulborough

Fell 1 x Horse Chestnut and surgery to 2 x Yew and 1 x Hazel (Works to trees in a conservation area). **No objection.**

DC/20/2455 – Glebefields Old Rectory Lane Pulborough

Surgery to 1x group of 5 Hornbeam and 2 x Beech trees (Works to trees in a conservation area).

No objection.