



PULBOROUGH PARISH COUNCIL  
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**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING  
HELD ON THURSDAY 4<sup>th</sup> DECEMBER 2014  
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs Esdaile, Kipp, Lawson and Qusted.

**IN ATTENDANCE:** Sarah Norman (Clerk) and 1 member of the public.

***The meeting opened at 7.30pm***

As both the Chairman and Vice Chairman had sent their apologies, the first order of business was the appointment of a Chairman for this meeting. It was subsequently proposed with all in favour that Cllr Qusted should take the Chair for this meeting.

**110. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs. Tilbrook, Clarke, Mortimer and J Wallace

**111. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**112. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 6<sup>th</sup> November 2014.

Clerk's Report

Item 93 – Clerk's Report - CAD Drawings

As requested recommendations to receive CAD drawings, and timescales on reserved matters were sent to Hilary Copplestone at HDC, copying in HALC, on 14th August 2014. A reply has now been received from Howard Cheadle, a copy of which is under additional correspondence.

Item 93 – Clerk's Report – Correspondence – Heine Planning Consultancy

The Assistant Clerk sent the letter to Tom Crowley, as instructed on 8th September. A reply has been received from Chris Lyons, a copy of which is under correspondence.

Item 97 – Former Bus Shelter/Store Adjacent to 127 Lower Street

The Assistant Clerk wrote to the residents of 127 Lower Street on 11 November 2014, asking for an update on their discussions with Saxon Weald, to date no reply has been received.

Item 99 – Surface Water Drainage & Gully Clearance

Cllr. Kipp identified that not all the gullies have been cleared, as advised by WSCC. Mark Newham, the Highways Officer, has audited all the gullies in question and has now put in another job for Conways to clear them. Some of the

gullies are covered with leaves, but not blocked. Horsham District Council are due to sweep the roads this week, which should solve this issue.

Item 102 – Planning Application for Gypsy and Traveller Site in Bury  
Coldwaltham Parish Council and Bury Parish Council have submitted comments for this application, a copy of which are under correspondence.

**113. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

**114. PLANNING APPLICATIONS**

The Committee considered the planning applications, attached to these Minutes as Appendix 1.

**115. PLANNING APPLICATIONS DECISIONS**

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

**116. PUBLIC TOILETS**

The Clerk reported that the South Downs National Park Authority (SDNPA) have now advised that they will only consider funding public toilets along the South Downs Way.

Members briefly discussed the issue and decided to delay any further debate until the Neighbourhood Plan is published. It was also noted that the “Hub” located in the Library is progressing and the facility may be able to provide public toilets.

**117. WAR MEMORIAL RESTORATION**

Members discussed the emails from the Parochial Church Council.

Members restated that whilst the Parish Council has the power to spend money on war memorials, there is no duty to do so. Furthermore, it was noted that there are no funds in the current budget for this exercise. Members felt that the funds should be raised through grant seeking and also from public donation.

Members AGREED that the Parish Council would be happy to get involved, together with representatives from the Church and other interested parties, in a project to oversee any renovations and make the necessary grant requests. It was suggested that the Church be asked to set up a meeting and as soon as a date is known, the Clerk will circulate to all Members and arrange for representatives of the Council to attend.

**118. NEW GRIT BIN AT JUNCTION OF SKEYNE DRIVE AND LOWER STREET**

Members noted that this grit bin appears to have been damaged but is still in situ. It was also noted that there are currently not enough available funds in the budget and that it is unlikely that the bin would be purchased and installed before the Christmas break. After discussion, Members AGREED that as the existing grit was still available, the replacement should be purchased early in the Spring when the new budget is available.

**119. CORRESPONDENCE**

**SDNP/14/04865/FUL – Change of use from agricultural land to a Gypsy & Traveller site**

Comments from Coldwaltham Parish Council and Bury Parish Council regarding the above planning application. Copied to Committee.

**Horsham District Council (HDC)**

Reply from Chris Lyons, Director of Planning, in response to the Parish Council's letter regarding the appeal hearing for DC/13/0577, Parsons Field, Pickhurst Lane. Copied to Committee.

**West Sussex County Council (WSCC)**

Email correspondence regarding the draft study on the impact of noise from traffic, which was not sent in time to accept the Parish Council's comments. Copied to Committee.

**Resident Email**

Resident email regarding the development to the west of Pulborough Railway Station. Copied to Committee.

**HDC**

Email reply to our correspondence regarding CAD drawings and timescales on reserved matters from Howard Cheadle, Interim Development Manager. Copied to Committee.

**SSALC Ltd**

Email correspondence regarding the A27 feasibility study outcomes. Copied to Committee.

**Neighbourhood Policing Team**

Email correspondence from PSCO Dunning regarding a traffic monitoring survey by Frack Free Billingshurst. Copied to Committee.

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

Swan Corner Improvements (January Full Council)

**121. PAYMENTS**

The following payments were approved and cheques were signed.

<b>PAYEE</b>	<b>AMOUNT/£</b>
L Underwood	10.50
Beechdown Arboriculture Ltd	510.00
Trade UK Account	69.98
PCC St Mary Pulborough	6.00
CPRE	36.00
The Poppy Appeal	100.00
Community Minibus Association	500.00
PDCCA	1400.00
Pulborough Youth Centre	750.00
PCC of Pulborough	1000.00
Victim Support	150.00
Volunteer Visiting Scheme	200.00
Pulborough Pythons FC	200.00
Pulborough Fairtrade Group	50.00
PDCCA Wednesday Club	250.00
Pulborough Bowling Club	400.00
Pulborough Community Partnership Ltd	150.00
4Sight	200.00
Central and South Sussex CAB	150.00
West Sussex Mediation Service	150.00
Pulborough Lunch Club	400.00

Age UK Horsham District	200.00
Outset Youth Action (West Sussex)	300.00
The Mary How Trust	300.00
Horsham District Council	495.00
S Norman	70.54

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

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on  
Thursday, 4<sup>th</sup> December 2014**

**PLANNING APPLICATIONS**

**DC/14/2314 - Gentian Cottage Old Mill Place Pulborough**

- A. Revised Porch details.
- B. Additional window to family room at ground floor, increase in size of the bio fold door openings within the ground floor family room.
- C. Revision to the construction of the garage. The description is to revise the rear wall facing adjoining property to be constructed from non-flammable material. This we propose to be block work, rendered and painted a medium / light brown.
- D. Infill corner above single storey section of extension to make a double storey, finished with french doors and Juliet balcony.

**No Objection**

**DC/14/2450 – Wildbrook Mews, Barnhouse Lane, Pulborough**

Rooms in roof with rear dormer, front and rear rooflights. Conversion of garage to habitable room.

**Objection**

**Members are concerned at the loss of garaging when there is no street parking in the vicinity.**

**Members also support the neighbour's objection regarding loss of privacy as a result of the easterly facing dormer window.**

**DC/14/2474 – 28 Stane Street Close, Codmore Hill**

Single Storey rear extension

**No Objection**

**SDNP/14/04850/FUL – Pulborough Garden Centre, Stopham Road, Pulborough**

Demolition of existing structures within rear sales area and erection of a garden centre sales building together with ticket office/kiosk and platforms to serve existing miniature railway (renewal of planning permission DC/11/1849)

**No Objection**