



# 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 IN THE ROTHER HALL AT THE VILLAGE HALL ON THURSDAY 6<sup>th</sup> January 2022**

**PRESENT:** Cllrs Kipp (Chairman) Ellis-Brown, Esdaile, Hare, Hunt & Trembling

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk).

*The meeting opened at 7.30pm*

**96. APOLOGIES FOR ABSENCE**

Apologies for absence were received and approved from Cllrs. Henly, Kay and Lawson.

**97. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS**

There were no declarations of interest.

There were no changes to the Register of Interests.

**98. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers

**99. MINUTES**

The Committee **RESOLVED** to approve the Minutes of the Meetings held on 2<sup>nd</sup> & 9<sup>th</sup> December 2021 as a true and accurate record of the proceedings and the Chairman signed the minutes.

Clerk's report

Minute No. 15 – Resident Request

The bus shelter in New Place Road has now been installed, funded by WSCC S106 Highways monies.

A panel from the bus shelter outside of Brinsbury College had gone missing, so BC Shelters installed a new panel whilst they were in Pulborough at a cost of £375.00 + vat.

**100. PLANNING APPLICATIONS**

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

**101. PLANNING APPLICATIONS DECISIONS**

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

**102. MILLENIUM CLOCK ON LOWER ST, PULBOROUGH**

Cllr. Hunt advised that she has been in contact with Smith of Derby and WSCC Highways about using a mobile scaffold tower to repair the clock (which costs £167.00 for one week) – Smith of Derby have confirmed that would be ok to use as long as they can gain access to the hands of the clock and WSCC Highways advised that no license was needed for a mobile tower scaffold.

It was queried whether traffic management would be required and Cllr. Hunt confirmed that WSCC Highways have said it was not required. Members **AGREED** to using the mobile scaffold tower, but the Deputy Clerk advised that she would need email confirmation that no traffic management is required from WSCC Highways before the repair could be arranged. Cllr. Hunt will send this and details of the tower scaffold company to the Deputy Clerk.

Members received the clock repair costs again and **RESOLVED** to use Smith of Derby at a cost of £1332.00, to be taken from the contingency cost code.

Members commented that if no traffic management is needed and the cost is lower, then the recommendation to Full Council of allocating £5000.00 towards clock repairs and possibly servicing in future could be reduced to £1000.00. The Deputy Clerk will change the recommendation to Full Council once confirmation, as stated above, has been received.

**103. CORRESPONDENCE  
HDC**

- Compliance Cases 22.11.21 – 8.12.22 (Copied to C'ttee).
- Monthly compliance team statistics for November. (Copied to C'ttee).
- Email correspondence regarding DC/21/2466 – Land at Greendene, Stane St, Pulborough. (Copied to C'ttee).

**104. PAYMENTS**

The following payments were approved and signed by two authorised signatories, as there was only one authorised cheque signatory at the meeting, the other signature for the cheque payment will be obtained outside of the meeting:

	£
Mr F Bushby (already transferred)	£20.00
SCYP	£3,595.68
Kent County Council	£123.12
Kent County Council	£109.19
Mrs E Henly	£36.00
Viking	£89.73
Mrs L Underwood	£30.65
Wesley's Window Cleaning	£216.00
CPRE	£36.00
Kent County Council	£258.30
Auditing Solutions Ltd	£552.00
B&C Energy Sols Ltd	£6,454.50
Fire Risk UK	£105.96
Burgess & Randall Ltd	£43.50
Laker Builders Merchant	£55.55
PCC St Mary Pulborough	£6.00
National Westminster Bank	£11.20
National Westminster Bank	£15.05

Daisy Communications	£24.70
National Westminster Bank	£29.45
National Westminster Bank	£35.30
HDC	£49.60
HDC	£39.90

***The meeting closed at 8.27pm***

.....Chairman

.....Date

## Appendix 1

**Recommendations of the Planning & Services Committee meeting held on  
Thursday 6<sup>th</sup> January 2022**

**DC/21/2407 - Stane Farm Bungalow Stane Street Codmore Hill Pulborough**

Erection of a replacement two storey dwelling. **Objection – Members note this is a retrospective application and the design and location do not comply with the original planning application DC/18/0880.**

**DC/21/2650 & 2651 - Random Cottage Gay Street Pulborough**

Demolition of 1930's 2 storey rear extension and the glazed roofed open link structure. Erection of replacement 2 storey rear extension and replacement enclosed single storey link building. (Householder Application & Listed Building Consent). **Objection – Overdevelopment & inappropriate development in a conservation area.**

**DC/21/2625 - Star Farm Gay Street Lane North Heath Pulborough**

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

**SDNP/21/04105/FUL - Pulborough Garden Centre Stopham Road Pulborough**

Erection of warehouse building and associated development. **No objection.**

**DC/21/2439 - Batchellor Monkhouse Stratton House 57 Lower Street Pulborough**

Installation of replacement signage including 1no non illuminated front fascia sign, 1no nonilluminated side fascia sign and 1no nonilluminated hanging sign. **No objection.**

**DC/21/2667 - Kingfisher Court Lower Street Pulborough**

Replacement of the existing timber windows with white PVCu windows on the north elevation of the site. **Objection – not in keeping with a conservation area.**

**SDNP/21/04424/HOUS - Tullens Cottage Pickhurst Lane Pulborough RH20 1DA**

Demolition of existing conservatory and erection of a two storey rear extension. **No objection.**

**DC/21/2280 - F A Holland and Son Funeral Directors 95 Lower Street Pulborough**

Application to confirm the continuous use of the ground floor as a funeral director (Class E) purposes for a period in excess of ten years (Lawful Development Certificate - Existing). **No objection.**

**DC/21/2760 - Downsview Mare Hill Road Pulborough**

Erection of a part two-storey, part first floor rear/side extension incorporating a balcony and associated alterations. **Objection – the details of the windows and doors need to be known.**

**DC/21/0960 - Land at West Glebe Field Church Place Pulborough West Sussex (amended plans)**

Erection of 10 new dwellings, including a new parsonage, church car park, churchyard extension, public open space with associated vehicular and pedestrian access.

**Objection, for the following reasons:**

- **Pulborough Parish Council's Neighbourhood Plan (NP) states this land is an open space and green site. However, the NP does NOT object to the graveyard extension.**
- **Doesn't include affordable housing.**

- **Access issues - access onto the A29 is very dangerous, due to poor visibility in both directions, volume of traffic including HGVs and speed of traffic. This is in addition to access down Church Place being narrow and accommodating only one vehicle at a time.**
- **There are historical houses in that area and it is a conservation area.**
- **The main gas pipe has not been sited deep enough into the road.**
- **There are problems with flooding in this area.**
- **The historical paving area is privately owned along Church Place.**
- **The curtilage (chapel wall) would be destroyed, which is part of a listed building.**
- **Members question the validity of the traffic survey carried out. The survey was carried out during the pandemic, so traffic volumes would have been low and it was not conducted at the busier end of the street.**
- **This application would increase the volume of traffic – there are already issues with current traffic flow being able to pass safely on this road and increased traffic from the new dementia unit at the Anchorage Care Home will also be an issue.**
- **The visibility splays in traffic survey, carried out by M&S Traffic Consultants, ignore the A29 issues.**
- **The combination of this proposed development and the St. Crispins Church proposed development (DC/21/1815) will have a major impact on the road and area.**
- **New housing in this area would have a detrimental effect on the grade 1 listed heritage site and conservation area.**

**Members would like this application to be considered by the Planning Committee.**