



PULBOROUGH PARISH COUNCIL  
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**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING  
HELD ON THURSDAY 2ND OCTOBER 2014  
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs J Wallace (Vice Chairman), Queded, Clarke, Kipp and E Wallace.

**IN ATTENDANCE:** Lisa Underwood (Assistant Clerk) and 4 members of the public.

*The meeting opened at 7.34pm*

**76. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs. Tilbrook, Lawson, Mortimer and Esdaile.

**77. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**78. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meetings held on 4th & 18th September 2014.

Clerk's Report

Item 61 – 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. As yet no reply has been received, and this has not yet been chased.

Item 61 – Clerk's Report - Public Toilets

The Assistant Clerk contacted South Downs National Park regarding funding on 11 September 2014, and chased a reply on 30th September. As yet, no reply has been received.

Item 64 – Planning Applications Decisions

Re DC/14/0683 – Land North of Highfield, the Assistant Clerk is yet to write to HDC regarding an explanation as to why the reserved matters application has been permitted, despite issues raised by the Parish Council.

Cllr. Tilbrook has been corresponding with Southern Water re the drainage issues in that area, and Southern Water have advised that the capacity assessment undertaken for this site indicates there is sufficient capacity, within the existing local wastewater system to service the development. Cllr. Tilbrook has advised Southern Water that the Parish Council disagrees with this assessment.

Item 67 – Straw Bales

A letter was sent to Alan Barrett, at Link Farm, who confirmed that the fire was caused because of the power cables and UK Power Network (UKPN) are aware. The Clerk sent an enquiry to UKPN, via their website, on 29th September, asking about the height regulations for electric cables, and querying if the cables along Lower St, adhere to these regulations. As yet, no reply has been received.

Item 69 – Correspondence – Heine Planning Consultancy

The Clerk tried to get clarification from the Planning Inspectorate regarding the need for Cllr. Quedsted and Tilbrook to attend the hearing on 24th September 2014, as no reply was received, it was decided that they would not attend.

A request was made, to Sussex Police, under the FOI Act, for information of recorded incidents at Parsons Field and neighbouring properties. Sussex Police replied advising that they are not obliged to supply the information requested. *The Assistant Clerk was instructed to write back to Sussex Police and ask for all crime statistics and a breakdown by category, for that area.*

The Assistant Clerk sent the letter to Tom Crowley, as instructed on 8th September. The letter was forwarded to the new Director of Planning, Economic Development & Property, Chris Lyons. As yet, no reply has been received. *The Assistant Clerk was instructed to check HDC procedures to confirm the timescales they have set to respond to letters, have they gone over these timescales in responding to the Parish Council's letter? If so, the Assistant Clerk will advise accordingly and request an answer to the letter sent on 8<sup>th</sup> September 2014.*

From Clerk's Report-3rd July 2014

Item 26 – Clerk's Report - Compass Travel Bus Subsidy Proposals

Cllr. Tilbrook was going to arrange a meeting between West Chiltington Parish Council (WCPC), Storrington & Sullington Parish Council (S&SPC) regarding this matter. A chaser was received from Storrington & Sullington Parish Council, which was forwarded onto Cllr. Tilbrook.

*Do the Committee want the Parish Office to contact WCPC and S&SPC to say Cllr. Tilbrook is currently away, or do something in the meantime? Members suggested waiting for the results of the Neighbourhood Plan survey and review again.*

**79. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

**80. PLANNING APPLICATIONS**

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

**81. PLANNING APPLICATIONS DECISIONS**

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

**82. FORMER BUS SHELTER/STORE ADJACENT TO 127 LOWER ST**

The Assistant Clerk reiterated all the information Saxon Weald had provided regarding this matter. Cllr. J Wallace suggested that as the residents at 127 Lower St are doing works, which includes demolishing their garage, they may be interested in purchasing the former bus shelter/store. Members queried whether this was listed, and instructed the Assistant Clerk to find out. If it is not listed Cllr. J Wallace will approach the residents at 127 Lower St, to ascertain if they would be interested in purchasing it.

**83. SIGNAGE NEAR THE RAILWAY BRIDGE**

Members discussed the need for additional pedestrian and narrow bridge warning signs before getting to the railway bridge. However, as County Cllr. Arculus is working on a project for this area, it was commented that this matter will be dealt with in due course, and there was nothing further for the Parish Council to do.

**84. CORRESPONDENCE**

**Friends of Houghton Forest**

A letter sent to all South Downs National Park members noting concerns of a planning proposal for 75 holiday lodges in Houghton Forest. *Members instructed the Assistant Clerk to write to the Forestry Commission advising that the Parish Council object to these proposals as the forest is part of an ancient forest and, as such, should be protected from any development, copying in 'Friends of Houghton Forest'.*

**Horsham District Commander**

Email correspondence giving an update to the policing response to the oil and gas exploration at Broadford Bridge. Copied to Committee.

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

None

**86. PAYMENTS**

The following payments were approved and cheques were signed.

<b>PAYEE</b>	<b>AMOUNT/£</b>
Pulborough Social Centre	1669.40
Mr L Ellis	5.00
Burgess & Randall	116.11
HDC	495.00

***The meeting closed at 8.42pm***

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on  
Thursday, 2nd October 2014**

**PLANNING APPLICATIONS**

**DC/14/1850 – Shorts Farm The Street Nutbourne**

Proposed garage conversion and alterations. **No objection.**

**DC/14/1867 – 19 Lower Street Pulborough.**

Infill of existing terrace to form garden room (Full Planning). **No objection.**

**DC/14/1910 – Horsecroft Tanners Nutbourne Common Pulborough**

Conversion of existing detached double garage to form ancillary accommodation including removal of existing flat roof and construction of pitched roof. New single storey glazed link between existing house and new ancillary accommodation. Single storey extension to side elevation. **No objection.**

**DC/14/1783 – New Place Farm Broomers Hill Lane Pulborough**

Removal of condition 4 PL/49/65 (Erection of a farmhouse). **No objection.**

**DC/14/1861 – Broomers Hill House Broomers Hill Lane Pulborough**

Demolition of modern conservatory (1998) and single storey addition (1962-1973), replacement with south porch, garden room and basement extension for therapy pool (Listed Building Consent). **No objection.**

**Trees**

**DC/14/2013 - 62 Lower Street Pulborough**

Surgery to 1 x Yew tree (T1) (Works to Trees in a Conservation Area). **No objection.**