



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

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## **MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD ON THURSDAY 7<sup>th</sup> FEBRUARY 2019 AT THE SPORTS PAVILION**

**PRESENT:** Cllrs Tilbrook (Chairman), C Esdaile, Henly, Kay, Kipp, Lawson, Qusted, Trembling & Wallace.

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk) & Mr M Walsh (left after min no 118).

*The meeting opened at 7.30pm*

### **115. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **116. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS**

Cllr. Tilbrook declared a personal interest in planning application DC/19/0091 & 0067– The Hoops, Church Place as this was a neighbouring property. Cllrs. Henly, Qusted & Wallace declared a personal interest in the same planning applications as the applicant was known to the Cllrs.

Cllr. Qusted also declared a personal interest in planning application DC/18/2731 – Tree Tops, Kings Lane as this was a neighbouring property.

Cllr. Lawson also declared a personal interest in planning application DC/18/2738 – Ludgates, Nutbourne Rd as this was a neighbouring property.

There were no changes to Register of Interests.

### **117. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 3<sup>rd</sup> & 17<sup>th</sup> January 2019 and the Chairman duly signed them.

#### **Clerk's Report**

From P&S meeting on 07.06.18

#### **Min No. 8 – Bus Shelters**

The S106 funding for the 3 additional bus shelters has been approved, but the monies have not yet been received as HDC are still waiting on an internal decision as to which S106 allocation it should come from.

**118. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed Mr M Walsh and invited him to speak regarding agenda item 5 – planning applications – DC/19/0091 & 0067 – The Hoops, Church Place, Pulborough.

**Meeting adjourned: 7.33pm**

**Meeting reconvened: 7.42pm**

The Chairman thanked Mr Walsh for taking the time to address the Committee.

**119. PLANNING APPLICATIONS**

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

**120. PLANNING APPLICATIONS DECISIONS**

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

**121. DOG WASTE & LITTER BINS**

**121.1** Members received a resident request for an additional dog bin on the corner of Spinney North and Glebelands. The Deputy Clerk advised of the costs for a dog waste bin and a litter bin. After some discussion, Members **RESOLVED** to install a litter bin at this location, which would be subject to HDC's site survey and approval, at a total cost of £196.49 incl. vat and weekly emptying costs of £2.49. The Deputy Clerk will enquire if the cost of the litter bin can be funded by S106 monies.

**121.2** Members noted a further resident request to HDC to move 3 dog waste bins to different locations in Pulborough, along with a reply from HDC refusing this request.

**122. PROPOSED TRAFFIC REGULATION ORDER (TRO) APPLICATION TO EXTEND THE DOUBLE YELLOW LINES IN BROOKS WAY, PULBOROUGH**

Cllr. Quested would like to propose that a TRO application is processed to extend the double yellow lines in Brooks Way beyond the entrance to Lower St car park by approximately the length of two vehicles as parking vehicles on the corner makes visibility difficult when coming out of the car park. After some discussion Members **AGREED** to this proposal.

However, the Deputy Clerk explained that in accordance with the stated requirements from WSCC for a TRO application, support should be gained from the wider community and a document with the names and addresses of those local residents/businesses in the area affected by the proposal and who are in support of it can be attached to the online application, so thought needs to be given as to how this support is obtained. Suggestions of putting an article in the Parish Bulletin and writing to local residents/business were made, but Members could not agree on the details of who should be written to. It was suggested that the Deputy Clerk ask WSCC what radius of the area a consultation should take and to report back at the next available P&S meeting in order for the details to be agreed.

**123. SOFT SAND REVIEW OF THE WEST SUSSEX JOINT MINERALS LOCAL PLAN: ISSUES AND OPTIONS CONSULTATION (REGULATION 18)**

Members received details of the above named consultation. Cllr. Tilbrook suggested that Members make individual comments if they wished and the P&S Committee will monitor comments made by The Wiggonholt Association on this consultation.

**124. INTEGRATION OF TRAIN & BUS SERVICES**

Cllr. Tilbrook reported that there are no bus services at the beginning and end of the day to serve Pulborough train commuters. (e.g. bus services starting from 6.30am and ending at 8pm). He commented that the bus and train companies do not liaise with one another when timetable changes are made. It was also commented that some bus services running through the middle of the day are empty and subsidies could be switched to the beginning and end of the day. This matter was brought up several years ago by Pulborough Parish Council when it was suggested that the Parish Council fund a subsidy for a short period of time with neighbouring parishes, but this was not proceeded with at the time.

Cllr. Kipp advised that a general discussion on bus services was held at the most recent HALC meeting and she could bring this matter up at a future HALC meeting.

After some discussion, Members **AGREED** for Cllr. Kipp to bring this matter up at a future HALC meeting and Cllr. Tilbrook will include this issue as part of the Village Transport Plan, which is to be reviewed and updated in due course.

**125. CORRESPONDENCE**

**WSCC**

- Information regarding the S106 funding for the 3 additional bus shelters in Pulborough. Copied to Committee.
- Email correspondence between WSCC and a resident regarding a Traffic Regulation Order application for a residents parking scheme in Arun Prospect. Copied to Committee.
- News Release – 'Council continues to fund fire prevention and business resilience services'.

**HDC**

- Notification of new postal addresses in Pulborough. Copied to Committee.
- Notification of 2018 SHELAA Housing Report published on HDC's website.

**SDNPA**

Notification regarding South Downs National Park entry signs. Copied to Committee.

**Cllr. Kipp**

Notification from Cllr. Kipp of two accidents on the A29 on 09.01.19. Copied to Committee.

**Willowmead**

- Further email correspondence regarding access between the Anchorage and Willowmead site. Copied to Committee. ***Cllr. Quested would like to respond further to this matter asking the two parties to investigate further or offer that the Parish Council can. Members AGREED to this and Cllr. Quested will add this to a future agenda if appropriate.***

**CPRE Sussex**

'Horsham District – Situation Report'. Copied to Committee.

**126. ITEMS FOR NEXT P&S AGENDA**

There were no items for the next agenda.

**127. PAYMENTS**

The following payments were approved: -

Laker Building & Fencing Supplies Ltd	9.90
Business Stream	697.91
Wightman & Parrish	45.07
Mrs L Underwood	229.14
Fire Risk UK	398.35
Horsham District Council	50.75
SSALC Ltd	156.00
West Sussex County Council	8166.83
Burgess & Randall Ltd	172.98
Mrs E Kipp	13.41

***The meeting closed at 9.05pm***

.....Chairman

.....Date

**Appendix 1****Recommendations of the Planning & Services Committee meeting held on  
Thursday, 7<sup>th</sup> February 2019****PLANNING APPLICATIONS****DC/19/0058 - 147 Lower Street Pulborough**

Variation of Condition 1 to previously approved application DC/18/1430 (Installation of roof lights to rear sunroom and utility room, french doors to rear elevation and roof dormer window to the rear. Internal alterations including erection of a partition wall to the rear.) Relating to windows. (Listed Building Consent). **No objection.**

**DC/19/0077 & 0078 - Lavender Hill Rectory Lane Pulborough**

Demolition of existing conservatory and erection of a hardwood orangery. (Householder & Listed Building Consent). **No objection.**

**DC/19/0091 - The Hoops Church Place Pulborough**

Retrospective application to level rear garden and erection of boundary walls. **No objection, but Members would like to request that the tree that was taken out is replaced.**

**DC/19/0067 - The Hoops Church Place Pulborough**

Erection of a single storey timber granny annexe for ancillary use to the main dwelling. **No objection, but Members would suggest that a time restriction condition of 15 years is added to the permission under regulation S72 Town & Country Planning Act 1990 and a non-severance clause is attached.**

**DC/18/2738 - Ludgates Nutbourne Road Nutbourne Pulborough**

Erection of a two storey rear extension. **Objection, due to over-development.**

**DC/19/0057 - 4 Allfreys Wharf Pulborough**

Retrospective application for the erection of a rear porch. **Objection. Members, however, requested that enforcement actions are delayed under regulation S72 Town & Country Planning Act 1990 until the present owners vacate the property.**

**DC/19/0120 - Land to The Rear of Minto Stane Street Codmore Hill Pulborough**

Demolition of existing outbuildings and erection of a detached two storey dwelling with associated landscaping. **Objection, due to over-development and scale of the dwelling.**

**DC/19/0034 - Ropers Farm The Street Nutbourne Pulborough**

Erection of a detached two storey dwelling. **No objection.**

**DC/18/2731 - Tree Tops Kings Lane Pulborough**

Erection of a single storey front extension and conversion of attached garage. Demolition of existing boiler room and porch and erection of a two storey front extension. **No objection.**

**DC/19/0180 – Star Farm, Gay Street Lane, North Heath**

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

Trees

**DC/19/0111 - Bishops Cottage Church Hill Pulborough**

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

**DC/19/0051 - Brandalls 63 Chestnut Walk Pulborough**

Surgery to 3 x Oaks. **No objection, but it was noted that Woodpeckers have been seen in these trees, so care needs to be taken.**