



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

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## **MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD ON THURSDAY 10TH AUGUST 2017 AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs Tilbrook (Chairman) to min no 41, C Esdaile, Kay, Kipp (arrived from min 37), Lawson, Quedsted & Wallace.

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk), Kathryn Sayner & Mark McLaughlin (HDC) & 2 members of the public.

*The meeting opened at 7.30pm*

### **33. APOLOGIES FOR ABSENCE**

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

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

Cllr Lawson declared a personal (Non-Pecuniary) interest in agenda item 6, Planning Application DC/17/1669, Garden View, The Street, Nutbourne as this is a neighbouring property, and stated that she would not participate in voting on that application.

### **35. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 6th & 20th July 2017 and that the Chairman duly signed them.

### **Clerk's Report**

#### **Min No. 25 - Re-visit Planning Application DC/11/0952 - Land North of Highfield, Stane St, Codmore Hill**

The Deputy Clerk contacted Cala Homes asking when they will be starting work on site. Cala Homes have advised that after finalising a number of matters on site, they hope to start work in October this year, which will initially involve the creation of the access.

Update from the meeting held on 02.02.17**Min No. 155 - Bins & Dog Waste Bins**

HDC have now carried out their survey to establish if additional litter bins can be installed in the areas requested. HDC have concluded that additional bins can be placed in the following areas:

- On the corner of Lower St and Rivermead at the bus-stop.
- At the bottom of the slope on Lower St.
- The corner of Masons Way.
- By Sopers Lane.

The Deputy Clerk is in the process of trying to establish which department in HDC, the S106 funds can be applied from.

**36. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

**37. CONSERVATION AREA APPRAISAL IN PULBOROUGH**

The Chairman welcomed Mark McLaughlin, Horsham District Council's (HDC) Principal Planning Officer and Kathryn Sayner, HDC's Conservation Officer and invited them to address the Committee regarding the forthcoming public consultation on the conservation area appraisal in Pulborough.

**Meeting adjourned: 7.36pm**

**Meeting reconvened: 8.07pm**

The Chairman thanked Mr McLaughlin & Ms Sayner for taking the time to address the Committee.

During the adjournment of the meeting, Members gave initial feedback and comments to the consultation, which Ms Sayner will take away and consider. The following was noted or commented on:

- Cllr. Tilbrook will send the 'Introduction' paper to the Neighbourhood Plan Steering Group.
- Although a copy of the consultation draft will be available on line from 4<sup>th</sup> September, there will be a hard copy kept in the Parish Office.
- Wildlife needs to be considered in the consultation, which the P&S Committee will comment on at their meeting on 7<sup>th</sup> September 2017, when this matter will be on the agenda for discussion, once the consultation is 'live'.
- The flood plain south of the river is an important area to consider.
- HDC advised that this is a rolling programme and other areas, outside of the village centres, will be considered in the future.

**38. PLANNING APPLICATIONS**

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

**39. PLANNING APPLICATIONS DECISIONS**

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

**40. TO CONSIDER TWO INVITATIONS FOR INFRASTRUCTURE DELIVERY PROJECTS:**

**i) REQUEST FOR SDNPA INFRASTRUCTURE PROJECTS FOR CIL FUNDING**

Members would like to put forward an enhanced broadband project. As comments are not due until 8<sup>th</sup> September 2017, Cllr. Tilbrook will draft a proposal for enhanced broadband, ready for further discussion at the P&S meeting on 7<sup>th</sup> September 2017.

**ii) REQUEST FOR HDC INFRASTRUCTURE DELIVERY PLAN PROJECTS**

After much discussion, Members instructed the Deputy Clerk to submit the following projects:

- Utilities – Gathering sewerage treatment data at the Wickford Bridge sewer treatment works, to enable Pulborough Parish Council to use in future considerations and debate. Cllr. Tilbrook will draft a proposal of the project to send as evidence, to which Members AGREED.
- Highways – Increase the footpath width on Church Hill.
- Highways – Increase the footpath width on Sopers Hill.
- Leisure & Culture – Rebuild the Sports Pavilion.

**41. TRAFFIC CALMING MEASURES - BROOMERS HILL LANE**

During this discussion, the Chairman felt unwell, gave apologies and took no further part in the meeting. Cllr. Wallace (Vice Chairman) took over the chairing of the meeting.

Members received and considered the comments sent to the Parish Office by residents regarding the proposal of traffic calming measures in Broomers Hill Lane. It was noted that the Parish Council have no remit regarding the speed limit.

After some discussion, Members AGREED to proceed with the original design and location. The Deputy Clerk will now apply for the relevant S106 funding and proceed with ordering the gateway signs upon approval of funding.

**Resolved: The Deputy Clerk to apply for S106 funding and on approval order the gateway signs.**

**42. REQUEST TO MOVE SALT BIN IN RIVERMEAD**

Members received a resident request to move an existing salt bin in Rivermead, to within a few metres of its current location. After some discussion, Members AGREED to this request, which the Groundsman has agreed to carry out. The Deputy Clerk will arrange accordingly.

**Resolved: Arrange for the salt bin to be moved.**

**43. SALT BIN AUDIT**

Members were asked to carry out inspections between them and locations were agreed. The Deputy Clerk will email the relevant spreadsheet, so that Members can complete the audit.

**Resolved: Members to complete their agreed audit of salt bins.**

#### 44. **CORRESPONDENCE UKOG, BROADFORD BRIDGE**

- Letter from Southern Water concerning the proposed oil exploration by UKOG. Copied to Committee.
- Objection from local resident. Email already sent to Members by resident.
- Letter from UKOG answering questions raised by the Broadford Bridge Action Group. Email already sent to Members by UKOG & Cllr. Clarke & copied for Cllr. Lawson.
- Various correspondence regarding Broadford Bridge. Emails already sent to Members & copied for Cllr. Lawson.

#### **Amberley Parish Council**

Email regarding 'Threats to Amberley Train Service'. Email already copied to all Cllrs.

#### **WSCC**

Notification of a 'Hospital Insight Project survey, open until 31.07.17 and an event on 12th September. Email already copied to all Cllrs.

#### **Rural Services Network**

Newsletter re 'Spotlight on Older People in Rural Areas'.

#### **HDC**

- Reply from HDC regarding gypsy/traveller site Parsons Field, Pickhurst Lane, Pulborough. Copied to Committee.
- Notification that the appeal was dismissed for DC/16/1082, Land at Coombelands Lane, Pulborough. Appeal decision copied to Committee.
- Notification of withdrawal of appeal for Land North of East Glebelands.

#### **Residents**

- Copy letter sent to HDC regarding SDNP/14/05774/LIS, White Cottage, Toat Lane, Pulborough. Copied to Committee.
- Email correspondence regarding residents request re speed limits in Pulborough. Conclusion being that the existing Traffic Regulation Order is exactly the area the resident was interested in.
- Letter regarding SDNP/14/05774/LIS, White Cottage, Toat Lane, Pulborough. Copied to Committee.
- Emails regarding DC/17/0753, Willards House, Broomers Hill Lane, Pulborough Copied to Committee.
- Copy letter regarding objections to the handling of the Gypsy & Traveller Policy by HDC. Copied to Committee.

#### **Parochial Church Council**

Email advising that the work to the Village War Memorial has now been executed and paid for.

#### **Sussex Police & Crime Commissioner**

Newsletter - Governance of fire and rescue services.

#### **Sussex Community Rail Partnership**

Summer Newsletter.

**Pulborough Public Art Scheme in relation to DC/15/1084 - Land North of Highfield, Stane St, Codmore Hill**

Email correspondence from HDC's Museum & Heritage Officer copying emails sent to Cala Homes regarding the public art scheme. Copied to Committee.

**SDNP**

- Notification of parish workshops in Sept/Oct. Copied to Committee.
- Invitation to attend Sussex Pathwatch (a partnership of organisations which aims to combat motorised vehicles using public rights of way illegally and irresponsibly in the Sussex countryside) meeting on 06.09.17 from 2pm-3.30pm at SDNP's offices.

**45. PAYMENTS**

The following payments were approved and cheques were signed:-

Mr L Ellis	25.00
Travis Perkins Trading Co. Ltd	12.58
Viking	119.31
Burgess & Randall Ltd	18.16
George Potbury Ltd	108.00
Kent County Council	275.68
WSCC	7614.40
Eyelevel Design Consultants	705.88
Horsham Matters Ltd	451.51
Kent County Council	183.24
Daisy Communications	18.07

***The meeting closed at 9.07pm***

.....Chairman

.....Date

**Appendix 1**

**Recommendations of the Planning & Services Committee meeting held on  
Thursday, 10th August 2017**

**PLANNING APPLICATIONS**

**DC/17/1187 - 31 Lower Street, Pulborough**

Proposed single storey front porch extension, amendments to previously approved application DC/16/2334. **No objection, but Members suggested a non-severance clause is added to the permission.**

**DC/17/1612 - White Croft, West Chiltington Rd, Pulborough**

Installation of pitched roof over existing flat roofed garage. **No objection.**

**DC/17/1669 - 34 Glebelands Pulborough West Sussex RH20 2JJ**

Installation of pitched roof over existing garage, erection of enclosed front porch and first floor balcony to rear. **No objection.**

**Trees**

**DC/17/1650 - Garden View, The Street, Nutbourne, Pulborough**

Surgery to rear boundary hedge (works to trees in a conservation area). **No objection, but Members request that the hedge is retained and any work is carried out after birds have finished nesting.**