



PULBOROUGH PARISH COUNCIL

Working together for a better future

PULBOROUGH PARISH COUNCIL
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MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD VIRTUALLY USING MICROSOFT TEAMS ON THURSDAY 4th February 2021

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

PRESENT: Cllrs C Esdaile (Chairman), J Esdaile, Hare, Henly, Hunt, Kay, Kipp, & Lawson (via telephone conference).

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk)

The meeting opened at 7.30pm

204. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Trembling.

205. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

Cllr. Hunt declared a personal interest in planning application DC/21/0058 – Lane End, Rectory Lane as the applicants are known to her.

There were no changes to Register of Interests.

206. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers.

207. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meetings held on 7th & 21st January 2021 as a true and accurate record of the proceedings and the Chairman of the meeting agreed to sign them outside of the virtual meeting.

Clerk's Report

From the meeting held on 7th January 2021

Min No. 195 – Planning Applications – DC/20/2497 – Lane Top, Nutbourne Rd

Subsequent to the meeting on 07.01.21, a footnote was added to the planning comments to HDC and the final minutes advising that the Parish Council was advised by a resident, who has had it confirmed with the Case Officer, that HDC's policy identifies a potential maximum of 3 pitches and not 5, which is contrary to what the applicant has put in the application.

208. PLANNING APPLICATIONS

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

209. PLANNING APPLICATIONS DECISIONS

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

210. SUSSEX DON'T LOSE YOUR WAY GROUP (SDLYWG)

Members received a request from SDLYWG, asking Parish Councils to identify routes, paths and bridleways that need to be registered as a right way of prior to the 2026 deadline. After some discussion, Members **RESOLVED** to put forward the 'Rectory Lane extension', which runs parallel with BW2328. Cllr. Hunt will forward a map to the Parish Office to help identify the area for the SDLYWG.

211. DAMAGED BUS SHELTER ON STATION ROAD

The Deputy Clerk advised the following:

Vegetation

- Since the last P&S meeting, WSCC have been to site and have now advised that the overgrown vegetation is not their responsibility. The Deputy Clerk, therefore, wrote to the property owner behind the bus shelter, who has confirmed that the pyracantha is theirs and is their responsibility.
- However, although they have maintained either side of the shelter, they cannot easily gain access to the back of the shelter to cut it back. They also advised that they had let it grow somewhat to avoid people using the back of the bus shelter and into the boundary of their property as a rubbish dump and toilet, as has previously happened.
- The property owner's gardener will go and cut back the vegetation as best they can, next week, and send a photo to the Parish Office.

Bus Shelter

- The property owner disputes the fact that the vegetation is the cause of the damage (although WSCC have determined that it is) and states that the bus shelter has been there, most likely since 2002, but definitely since 2008, when they moved into the property.
- An insurance claim for the repair or replacement of the bus shelter could not be submitted as the cause would need to be an accident, such as storm damage or a vehicle crash as per the insurance policy.
- The Deputy Clerk has enquired with Radar (ref 118399S001)– the legal advice service included in the Parish Council's insurance policy - and they have advised that a claim could be pursued with the property owner, whereby they would investigate the claim, but the prospect of success has to be 51%. The Parish Council's excess for this is £1000.00.
- The Senior Community Solutions Officer at WSCC is still to assess the bus shelter and report back, providing material costs. (Delays are due to lockdown).
- WSCC have confirmed that there is no funding for replacement or repairs to existing bus shelters and if the Parish Council wish to replace it, then the Parish Council may do so, but advise the WSCC Highways Area Manager for their records and similarly

if the Parish Council wish to remove it altogether. If it was to be removed, then the bus operator would also need to be informed.

The Deputy Clerk would like the Committee to advise how they would like to proceed with this matter.

After some discussion, Members **AGREED** the following actions:

- Ask the Groundsman to assess the bus shelter safety and see if he can do any temporary repairs. E.g. tarpaulin cover for the roof.
- Follow up with WSCC's Senior Community Solutions Officer for an assessment date.
- In the meantime, obtain quotations from relevant contractors for repair and removal.
- Refer to previously installed new bus shelter costs for an approximate price for a replacement.

This matter will then be discussed further at the next available P&S meeting once all information is gathered.

212. CORRESPONDENCE

HDC

- Notification of an appeal lodged for DC/20/0636 – Land at Junction of Hill Farm lane and Stane Street Hill Farm lane, Codmore Hill – Change of use of the land for the provision of 4 no. pitches for gypsies and travellers.
- Notification that the Development and Building Control Support Team Leader, Manny Singh,
- is leaving the post on 25th January 2021.
- HDC Local Plan update. Copied to Committee.
- Notification of compliance cases 18.01.21-24.01.21. Copied to Committee.

WSCC

- News release – 'More than 20,500 potholes repaired in 2020'. Copied to Committee.
- News release – 'Successful bidders announced for highway improvement contracts worth up to £15million'. Copied to Committee.
- News release – 'Steps forward in £2.3 million boost for cycling and walking in West Sussex'. Copied to Committee.

Southern Rail

Progress update – Jan 2021. Copied to Committee.

DC/20/2497 - Lane Top, Nutbourne Road

Objection letter written by NJA Town Planning, commissioned on behalf of residents. Copied to Committee.

Resident/Resident Associations

- Notification of application to Historic England to add the lime kiln at Waterside House, 17 Lower St Pulborough to the List of Buildings of Special Architectural or Historic Interest.
- Emails regarding hi-vis and a 20mph initiative in Nutbourne. Copied to Committee.
- Email correspondence regarding planning issues re Stane Farm paddock. Copied to Committee.
- Copy comments to HDC regarding application DC/21/0030 - Brookfield Homes Development Site Office Stane Street Codmore Hill Pulborough. Copied to Committee.

213. PAYMENTS

The following payments were approved and would be signed by two signatories outside of the virtual meeting:

WSSC	8585.26
Business Stream	48.10
Business Stream	13.27
Business Stream	622.15
Horsham District Council	26.60
Horsham District Council	48.40

The meeting closed at 8.31pm

.....Chairman

.....Date

Appendix 1**Recommendations of the Planning & Services Committee meeting held on
Thursday 4th February 2021****DC/21/0058 – Lane End, Rectory Lane, Pulborough**

Erection of a detached single storey double garage to the front elevation with workshop/storage/ancillary space in the pitched roof. **No objection.**

DC/21/0053 & 0054 – Bishops Cottage, Church Hill, Pulborough

Replacement of existing single glazed windows and doors with new glazing (Listed Building Consent & Householder application). **No objection.**

DC/20/2311 – The Old Toll House, Mare Hill Road, Pulborough (AMENDED PLANS)

Erection of double storey side extension with single storey rear. **Members appreciate the efforts made to get the design more in line with the rest of the property, but Members still feel this is over-development and the design detail is still out of keeping with the main house.**

Trees**DC/21/0061 – Rectory Lane & Moat Lane, Pulborough**

Surgery to 1 x T1 – Japanese Red Cedar, 1 x G1 – Group of Mixed Shrubs, 1 x H1 – Privet Hedge, 1 x H2 – Cherry Laurel, 1 x H3 – Lawson Cypress and 1 x SH1 – Bay Tree (Works to Trees in a Conservation Area). Copied to Committee. **No objection.**

DC/21/0191 – 31 Lower St, Pulborough

Fell 2 x Eucalyptus (Works to Trees in a Conservation Area). Copied to Committee. **There were no recommendations received from the Tree Warden in time for the meeting, but Members AGREED to submit the recommendation from the Tree Warden if the Deputy Clerk could chase a response. Subsequently, the Tree Warden's recommendation was no objection.**