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**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING  
HELD ON THURSDAY 4th FEBRUARY 2016  
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs Tilbrook (Chairman), C Esdaile, Kipp, Mortimer, Qusted, Henly (arrived at 7.34pm), Kay, Lawson & J Wallace.

**IN ATTENDANCE:** Lisa Underwood (Assistant Clerk), Mr F Tilbrook (Futurewave) and 1 member of the public.

*The meeting opened at 7.30pm*

**144. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr J Esdaile.

**145. DECLARATIONS OF INTEREST**

Cllr Tilbrook declared a personal but non pecuniary interest in agenda item 7, 'Futurewave', as the project is led by a family member.

Cllr. Tilbrook also declared a personal but non pecuniary interest in agenda item 10, 'Gas Leak in Church Place' as he is a resident in that area.

Cllr. J Wallace declared a personal but non pecuniary interest in agenda item 12, 'Lights in Carpenters Meadow' as he is a resident in that area.

**146. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 7<sup>th</sup> January 2016.

Clerk's report on items raised at the meeting of 7<sup>th</sup> January 2016

Item 132 - Subsidence of Road in Stane St Close

A letter was sent to WSCC, copying in the developers at Oddstones, on 15th January 2016, but as yet no reply has been received.

Item 133 - Services in Pulborough - Sewerage & Drainage

A letter was sent to Tesco regarding the drainage issues around that area, copying in Southern Water, District and County Councillors, a reply has been received from Southern Water, a copy of which is under 'Additional Correspondence'. *Would the Committee like to set up a meeting, as suggested in the letter. If so, which Councillors wish to attend.*

Cllr. Tilbrook offered to contact all relevant parties to set up a meeting, which Members AGREED to.

Item 135 - Broomers Hill Traffic

The Assistant Clerk tried contacting Richard Wells, regarding the traffic data in Broomers Hill, but the emails kept bouncing back. (It was noted that Richard no longer holds that post). So she has emailed Chris Stark, Area Highways Manager, on 13th January 2016, but as yet no reply has been received. She will continue to chase.

Items raised on 3rd September 2015

Item 58 - Harwood's Planning Application DC/15/1324, London Rd, Pulborough

The planning application for Harwoods will be considered at the meeting of the Development Control Committee on 16th February 2016. As agreed at the P&S meeting on 3rd September 2015, Cllr. Tilbrook will attend the meeting to put forward the comments from Pulborough Parish Council. (The proposed dementia unit is not due to be considered at this meeting).

It should also be noted that the Burgess & Randall Ltd planning application DC/14/2694 will also be considered on 16th February 2016, but no-one will be booked to speak about this application. Cllr. Tilbrook would like to speak on behalf of the Parish Council on this application, which Members AGREED to.

**147. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

**148. PLANNING APPLICATIONS**

Cllr. Tilbrook clarified for the new Councillors that each Member of the P&S Committee is given the lead on a planning application, whereby they look at the application in detail and give their view at the P&S meeting, before receiving the comments from the rest of the Committee.

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

**149. PLANNING APPLICATIONS DECISIONS**

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

**150. FUTUREWAVE**

The Chairman welcomed Mr F Tilbrook and invited him to address the Council regarding the project 'Futurewave'.

**Meeting adjourned: 7.41pm**

**Meeting reconvened: 7.51pm**

The Chairman thanked Mr Tilbrook for taking the time to address the Council with their presentation.

Members noted the following points regarding the Futurewave project:

- It is a not for profit business, any profits will go back to the communities.
- The system is a simple platform which will help people choose home energy options, manage the installation, provide information of sources of funding and government incentives.

- It can support group schemes.
- The data can be communicated back to the industry.
- The networks are funding the development.
- Futurewave are working with the networks, rather than the utilities.

Cllr. Tilbrook pointed out that there is a gas main along the A29 and A283, but several hundred properties are not connected to gas. If a 'Pulborough Community Scheme' was set up on Futurewave in Pulborough, Coldwaltham and Watersfield and people sign up to it, the more likely they are to get gas connected if a whole group require a gas connection.

Cllr. Quested asked if Futurewave were the only company offering this service. Mr Tilbrook advised that other companies offer components of what Futurewave are doing, but not the whole package.

Cllr. Tilbrook would like the Parish Council to endorse the trialling of this project in Pulborough. Members AGREED to this and suggested arranging a village meeting or workshop. Cllr. Tilbrook also suggested leaflet door drops. The Assistant Clerk asked Mr Tilbrook to clarify if Futurewave were looking for funding from the Parish Council for any of these advertising initiatives, Mr Tilbrook confirmed no funding was required from the Parish Council.

Futurewave will proceed with the trial for a limited period and see how it goes.

**151. PROBLEM WITH RETIREMENT BUNGALOW IN THE SPINNEY**

Cllr. J Wallace advised of a Saxon Weald bungalow that has bad subsidence, there has been movement within the property which has caused gaps to appear. Saxon Weald have been out to take photos and Cllr. J Wallace is liaising with District Councillor Clarke on this matter. Cllr. J Wallace will also take photos and report on this again at the next P&S meeting, to be added as an agenda item.

**152. AirS/UKPN - PARISH 'PLACES OF SAFETY' QUESTIONNAIRE**

Members received a 'Places of Safety' questionnaire, which the Clerk had partially completed. Members AGREED that the answers given were acceptable and Members would like to receive more information about the AirS Good Neighbour Schemes initiative and instructed the Assistant Clerk to send the questionnaire accordingly.

**Resolved: The Assistant Clerk to return the completed questionnaire.**

**153. GAS LEAK IN CHURCH PLACE**

Cllr. Tilbrook advised that a gas leak was found in Church Place, Pulborough, on 16.01.16, necessitating the evacuation of a few properties. Cllr. Tilbrook sent a letter to Southern Gas Networks, Southern Water, WSCC and District Councillors stating the following:

- A water pipe situated close to the gas pipe had a slow leak (which probably contributed to the corrosion of the gas pipe).
- The gas and water pipes were situated very close together and the original pipes did not appear well aligned.
- Although the trenches are now nearly filled, there has been no obvious attempt to consolidate the backfill and the flow of traffic along Church Place may, in time, lead to subsidence of the trench. In recent years there has been a notable increase in the number of heavy delivery lorries down this road. Would it be advisable to impose a weight limit on traffic down Church Place, to mitigate the risk of future incidents?

To date, no reply has been received by any of the parties.

Having spoken to residents, Cllr. Tilbrook was able to provide an update on the situation:

- The gas concentration found in the cellars of Ancaster House was large and was greater in the cellars of Church House.
- There was a smell of gas outside Ivy Cottage for a few months.
- The leaking pipe has now been replaced by a plastic pipe. Southern Water have been asked to look at other pipes in Church Place, but they have yet to do so.

Members questioned whether this is still being monitored and said monitoring equipment should be used as this is a safety issue. Cllr. Tilbrook will await replies to his letter.

**154. UPDATE ON HIGHWAYS**

Members received a report from Cllr. Kipp (see appendix 2) regarding highways, which were discussed at the HALC meeting on 28.01.16, the minutes of which, will be circulated as correspondence at the Full Council meeting on 18.02.16.

**155. LIGHTING IN CARPENTERS MEADOW**

Cllr. J Wallace advised that one of the light outside number 18 Carpenters Meadow has been fixed, but the light stays on all the time. There is one light still not working, but Cllr. J Wallace spoke to an operative that day who will arrange to get the light repaired. Cllr. J Wallace will monitor the situation.

**156. CORRESPONDENCE**

**Horsham District Council (HDC)**

Notification of an appeal lodged for planning application DC/15/2065 - 38 Glebelands, Pulborough. Copied to Committee. *PPC Comments: No objection.*

Confirmation from HDC that it is proposed that the two new roads in the development at Stane Street should be named as per the suggestions from Pulborough Parish Council. Copied to Committee.

**Southern Water**

Acknowledgement from Southern Water following receipt of the Parish Council's letter of 12.1.16 regarding drainage issues around Tesco, Pulborough. Copied to Committee.

Reply from Southern Water regarding drainage issues around Tesco, Pulborough. Copied to Committee.

**Resident**

Correspondence from resident regarding road conditions and problems a grade II listed property has due to the high volume of large commercial vehicles passing it on Church Hill, Pulborough. Copied to Committee. *Cllr. Kipp advised that she has reported these potholes, but has been told they do not come under the criteria to be repaired. Members suggested that this matter is raised at the highways meeting with J O'Brien and instructed the Assistant Clerk to arrange this and advise the resident accordingly.*

**Flower Shop, Lower St, Pulborough**

Email regarding the display outside the flower shop. Copied to Committee.

**West Sussex County Council (WSCC)**

Email regarding Pulborough's Highway Steward. Copied to Committee.

**Bartram House and Springfield, Station Rd, Pulborough**

Email from Rushmon Homes, new developers of Bartram House. Copied to Committee. *Would the Committee like Rushmon Homes to be invited to the next P&S meeting?* Members would like to invite Rushmon Homes to the next available P&S meeting and instructed the Assistant Clerk to arrange.

Email from HDC regarding the street naming and numbering of Bartram House and Springfield. Copied to Committee. *Would the Committee like this matter to be added onto the agenda for the next P&S meeting for discussion?* Members instructed the Assistant Clerk to add this to the next P&S agenda.

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

- **Declassification of the A29 and A283 - the Assistant Clerk will obtain relevant regulation information regarding this matter. Cllr. J Wallace would like a copy of the road haulers map given to the Parish Office.**

Cllr. Quested requested to have Broomers Hill weight limit on the next agenda, as vehicles driving in Broomers Hill appear to be exceeding the weight limit. The Assistant Clerk suggested waiting for the traffic data from Broomers Hill, which has been requested, as this might show the relevant information. Members suggested that Broomers Hill residents who have corresponded with the Parish Office regarding the traffic in Broomers Hill be contacted to ask if they have noticed an excess of vehicles exceeding the weight limit. The Assistant Clerk was instructed to contact the residents and report back.

**158. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA**

- **None**

**159. PAYMENTS**

The following payments were approved and cheques were signed.

Viking Direct	156.61
Blackdot Systems Ltd	5.89
Wellers Hedleys	1608.00
Mill Farm Plants	327.36
WSCC	6541.18

***The meeting closed at 9.20pm***

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on  
Thursday, 4<sup>th</sup> February 2016**

**PLANNING APPLICATIONS**

**DC/16/0031 - White Croft West Chiltington Road Pulborough**

Demolition of existing rear conservatory and erection of a single storey rear extension. Loft conversion and demolition of existing front dormer, with erection or a new replacement front dormer. **No objection.**

**DC/16/0081 - 1 Riverside Codmore Hill Pulborough**

Erection of a first floor rear extension with dormer window and velux window to the side, erection of a side dormer and installation of a side window. **No objection.**

**DC/16/0164 - The Old Pump House Nutbourne Common Pulborough**

Erection of a single storey rear extension. **No objection.**

**NC/16/0003 - 2 The Spinney Pulborough**

Removal of Public Payphone located on the land fronting No 2 The Spinney. BT is proposing to remove this kiosk. **No objection.**

HALC MEETING 28 JANUARY 2016  
HIGHWAYS

Highways – Guest Speaker was Chris Stark, Area Highways Manager

He explained that there had been a restructure of Highways Dept. He had had no previous experience of Highways as he had been previously responsible for Traffic and Signage. Two of his team also didn't have previous Highways experience and he had lost a member of staff due to the pressure. A new member of staff was due to start on 8 February. All of this had caused a bit of a delay in getting to grips with everything.

I put a question to him of how many potholes did it take in one section of road before it was decided to resurface it completely?

Answer: Two different budgets for potholes and resurfacing.

Question: Why can't money be taken from each to make one central pot for resurfacing?

Answer: Government won't allow these two budgets to be merged.

Question: Why are signs not cleaned anymore as majority of them are dirty and some are damaged?

Answer: Budget cut 2 years ago.

Question: There are quite a few roads with damaged/no stud (cats eyes) and line marking is basically non-existent now. When is this going to be done?

Answer: Budget has been cut from £1.2 million to (I think) £300,000.

Question: How do you prioritise the work to be done?

Answer: Most serious to be done. However there seems to be a problem with the software that if a job is not considered serious enough it is taken out of work flow and cannot be picked up at later date.

Question: Love West Sussex is still not accepting photos and do not always get a response back. Why?

Answer: Love West Sussex is operated independently from West Sussex County Council as it is considered cheaper and more efficient. Chris will report it. (And he did take details of my complaint to pass on the relevant people)

Cllr. Kipp