



PULBOROUGH PARISH COUNCIL

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**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING
HELD ON THURSDAY 5th FEBRUARY 2015
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

PRESENT: Cllrs Tilbrook (Chairman), Clarke, Kipp, Lawson, Quested and Esdaile.

IN ATTENDANCE: Lisa Underwood (Assistant Clerk) and 16 members of the public.

The meeting opened at 7.30pm

136. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. Mortimer and J Wallace.

137. DECLARATIONS OF INTEREST

There were no declarations of interest.

138. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 8th January 2015 and 22 January 2015.

Clerk's Report

Nothing to report.

139. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed Mr Mike Francis of Burgess & Randall and invited him to speak regarding agenda item no 5, Planning Applications - DC/14/2694 – Burgess & Randall Ltd, Station Rd, Pulborough - Demolition of existing shop, workshop and store in favour of shop, workshop and store with 3 no 1 bedroom self-contained flats within new roof void.

Meeting adjourned: 7.31pm

Meeting reconvened: 7.36pm

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

140. PLANNING APPLICATIONS

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

141. PLANNING APPLICATIONS DECISIONS

Members received details of planning decisions and enforcements since the last meeting. The Assistant Clerk advised that the appeal for Ref 2218650: Parsons Field Stables, Pickhurst Lane, RH20 1DA has been determined by the Inspector, who has granted permission, but subject to conditions, including, that the mobile home and touring caravan will be removed and the land restored on or before 31st December 2019. A copy of the full decision will be circulated, under Correspondence, at the Full Council meeting on 19th February 2015.

142. DEVELOPMENT ADJACENT TO PULBOROUGH RAILWAY STATION

The Chairman welcomed Simon Gruber and Nigel Carande from Willowmead Ltd and invited them to address the Council regarding proposals for development to the west of the railway station.

Meeting adjourned: 7.44pm

Meeting reconvened: 8.30pm

The Chairman thanked Mr Gruber and Mr Carande for taking the time to address the Council with their presentation (see Appendix 2). The following points were noted from the presentation:

- As part of the proposed development, there will be a car park for 100 cars, which will be operated by Network Rail. This will hopefully solve the parking problems along Stopham Road and will also give first time access to the north bound, west side of the station, and in time give the ability for ramps to be installed.
- After the car park is built, Highways plan is to have a scheme in place to prevent people parking along Stopham Road.
- Highways are against having bollards installed, along Stopham Road, due to the ongoing maintenance issues. However there may be a possibility of having double yellow lines to the north and south of Stopham Road.
- Other safety improvements, being considered by Highways, and needing their approval, is a new pedestrian crossing, west of the railway bridge. Also an improved painted footway on the road up to the bridge, on both sides.
- Highways have also suggested traffic calming, by narrowing the road coming towards the bridge.
- Parking for residents is also a consideration, and maybe the option of formalising the lay-by with controlled parking, say between 10am-11am, to prevent commuters parking there.
- Willowmead Ltd reiterated that they are not in control of the Highways.
- Willowmead Ltd have been advised that people like the fact that the housing is in Pulborough, rather than outside the village.
- In summary, improvements to Stopham Road are important, and the development will give improved access to the station, with disabled access and car parking for commuters.
- Willowmead Ltd would like to present again with specifics before the application goes to Horsham District Council, possibly in March or April.

Whilst the meeting was adjourned, residents put questions to Willowmead Ltd, and the following questions and comments were made:

- How many affordable houses will there be? It was confirmed that 40% of the proposed housing will be allocated to Housing Associations, such as Saxon Weald.

- Residents are concerned that the new houses will look straight into their properties. Willowmead Ltd confirmed that a condition of planning is that hedges and trees are retained and they have a landscape design plan to re-enforce hedging to mitigate views out and into the site.
- It was questioned who will own the land in between the houses and the hedging, Willowmead Ltd confirmed that Highways would own that land and so no-one in the proposed new houses would have the authority to take hedges or trees down. There is also a condition in the planning that states hedges and trees cannot be taken out within so many years from development.
- There is concern that if the lay-by has controlled parking it still wouldn't stop commuters parking there, as there is no-one to enforce the conditions, and with nowhere to park on Stopham Road, people would park in the lay-by anyway. Can it not be made into a residents only parking? This would require a land ownership transfer.
- Parking for residents is an issue, but Willowmead Ltd are open to suggestions on how to solve resident parking, and all parties need to keep working with Highways on this issue, and with County Cllr. Arculus's help, controlled parking for residents maybe put in place.
- Residents raised safety concerns about the increased traffic going through the bridge, as cars will be accessing the new car park and all the cars from the proposed development itself. It was pointed out that the bridge is Network Rail's and it is difficult to know what Highways can do about the bridge.
- The speed of traffic along Stopham Road was also a concern. It was noted that during a traffic monitoring exercise, the cars parked along Stopham Road actually slowed the traffic down.
- One resident was concerned about the loss of wildlife habitat should the development go ahead.
- Residents feel that drainage will be a problem as there are currently problems in the houses opposite, so extra houses will add to these issues. Willowmead Ltd advised that there is a public sewer which runs under the bridge and confirmed that they are working with a Drainage Engineer and a drainage design will be presented with the planning application. Cllr. Tilbrook asked any residents to advise the Parish Office of any drainage issues they have.
- Concerns were raised about the disruption that would be caused whilst the works were being completed, and the back up of traffic this would cause.

Having heard the resident's comments, members confirmed that road safety, car parking, and resident car parking need to be addressed in this area. Members would like to discuss the parking issues for the station with Network Rail and instructed the Assistant Clerk to invite a representative from Network Rail to the next meeting. Cllr. Clarke would like the Assistant Clerk to find the domestic address of the Network Rail Chairman, from Companies House, and write to him, as the Council's previous invitations to attend a meeting have not been answered.

Cllr. Esdaile commented that the proposed new car park should have 200 spaces, and not 100.

143. ADOPT A STREET

Karen Grisley, Street Scene Co-ordinator for Horsham District Council (HDC) was invited to address the Council regarding a new scheme called 'Adopt a Street', however she did not attend the meeting, so this matter was not discussed.

144. EMERGENCY PLANNING

The Chairman thanked Cllr. Gill for attending the meeting to discuss this matter. Members discussed the Emergency Plan, and advised Cllr. Gill that it holds a list of useful numbers of people to contact in an emergency and following previous reviews improvements, such as more salt bins, have been put in place. Cllr. Tilbrook confirmed that the Parish Council's role is to act as co-ordinators. Cllr Gill asked if there was a plan to gain more local knowledge. After further discussion it was AGREED that Cllrs Tilbrook & Gill would review the Emergency Plan and report back to the Council. The Assistant Clerk was instructed to send Cllr. Gill & Tilbrook a copy of the current Emergency Plan.

145. PARKING AT ST. MARY'S SCHOOL

Members discussed the ongoing problems with parking at and around St. Mary's School. It was AGREED that Cllr. Tilbrook should attend a meeting with the Head Teacher to discuss this matter and reiterate the Parish Council's offer for parents to use the S&SC car park and instructed the Assistant Clerk to arrange the meeting. Members pointed out that Cllr. Tilbrook should advise the Head Teacher that New Place Road is used as a cut through, which makes it dangerous and is ruining the road. Cllr. Tilbrook will report back to the Committee, at the next available meeting.

146. HANGING BASKETS

Members received costs for various sizes of hanging baskets, from Hillside Nurseries, and equipment to enable the Groundsman to water in situ. Cllr. Quested felt that the florist in the village should also be given an opportunity to quote for the hanging baskets. The Committee AGREED with this suggestion and instructed the Assistant Clerk to obtain quotes from the florist in the village for the 16" wire baskets, and proceed with the cheapest quotation.

Cllr. Quested confirmed that the brackets are due to be installed on the lamp posts by the end of February.

Members also AGREED that the knapsack sprayer was acceptable for watering the baskets, provided the Groundsman was happy with their capacity to water the 16" baskets.

Resolved: The Assistant Clerk will obtain a comparison quote for the hanging baskets and proceed with the cheapest, and order the knapsack sprayer upon confirmation from the Groundsman of his approval.

147. ADULT SOCIAL CARE

Cllr. Quested attended an event, run by West Sussex County Council (WSCC) where carers and interested parties were invited, to discuss the new Care Act. At the event a number of parishes commented that they are in the process of producing their neighbourhood plans, which gives them a better understanding of those that require care. It was agreed at the event that WSCC will discuss this matter further with Councils. Cllr. Quested will provide the Parish Office with contact details so that a dialogue can get started.

Cllr. Quested commented that the new Care Act is going to address the situation. The Care Act cannot be altered but each County Council has an opportunity to carry out requirements in the Care Act, as they see fit.

148. TRAFFIC ISSUES IN PULBOROUGH

Cllr. Esdaile stated that the main issue is with New Place Road, Link Lane & Rectory Lane, being used as a 'rat run'. Whilst monitoring this area Cllr. Esdaile noted 100 cars per hour using this route. Safety and road surface is an issue. Cllr. Tilbrook suggested that this matter be discussed again at the March P&S meeting, after his meeting with the Head Teacher at St. Mary's School. Members AGREED to this suggestion.

149. INSPECTORATE REPORT ON HDC'S PLANNING FRAMEWORK

Members noted that this matter was previously discussed at another meeting and so no further comments needed to be made.

150. SEWERAGE & DRAINAGE

The Assistant Clerk was requested to obtain various information from West Sussex County Council and Southern Water, under the Freedom of Information Act, see P&S meeting, 8th January 2015, minute no. 130, prior to this meeting and correspondence has been sent to both parties, however no reply has yet been received. It was therefore agreed, that this matter would be deferred until the March P&S meeting.

151. CORRESPONDENCE**South Downs National Park Authority (SDNPA)**

Letter from SDNPA advising of a project called 'Dark Skies within the South Downs National Park' and asking for the support of the Parish. Copied to Committee.

West Sussex County Council (WSCC)

Email notification advising of changes to care and support for adults. Copied to Committee.

Campaign Against Gatwick Noise & Emissions (CAGNE)

Notification of AGM on Wednesday 18th February at 7pm in Warnham.

152. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

None, apart from deferred items.

153. PAYMENTS

The following payments were approved and cheques were signed.

PAYEE	AMOUNT/£
West Sussex County Council	5664.57
Burgess & Randall Ltd	17.97
ABA (Construction) Ltd	247.20

The meeting closed at 9.17pm

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on
Thursday, 5th February 2015**

PLANNING APPLICATIONS

DC/14/2694 - Burgess and Randall Ltd Station Road Pulborough

Demolition of existing shop, workshop and store in favour of shop, workshop and store with 3 no 1 bedroom self-contained flats within new roof void. **No objection.**

DC/14/2711- 56 Glebelands Pulborough

Erection of proposed first floor front extension (revised design from permission DC/14/0530). **No objection.**

DC/14/2686 - Flat 1 - 3 The Mews 89 Lower Street Pulborough

Replacement of timber windows to flats 1, 2 and 3 with white uPVC windows. Demolition is removal of windows only. **Subsequent to the issuing of the agenda, HDC have confirmed that the validation letter, for amended plans, was sent in error, and there are no amendments from the original plans. Therefore this planning application does not need to be commented on again.**

DC/15/0003 - Land and Stables, Stall House Lane, North Heath

Extension of existing stable block to provide two additional stables and one tack room. **No objection, however the Committee would request a Non Severance clause is put in place to ensure the stables remains incidental to the main property and not be developed into a dwelling in future.**

Trees

DC/15/0085 - Hobbs The Street Nutbourne

Fell 1 x Eucalyptus tree (Trees in a Conservation Area). **No objection.**