



PULBOROUGH PARISH COUNCIL

Working together for a better future

PULBOROUGH PARISH COUNCIL
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MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD IN THE ROTHER HALL AT THE VILLAGE HALL ON THURSDAY 4TH AUGUST 2022

PRESENT: Cllrs Kipp (Chairman), Davies, Esdaile, Hare, Henly, Hunt and Kay.

IN ATTENDANCE: Mrs H Knight (Clerk) and N Wiltshire (Deputy Clerk)
1 member of the public

The meeting opened at 7.30pm

20. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllrs Trembling (work commitment), Ellis-Brown (work commitment) and Lawson (personal).

21. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no Declarations of Interest.

There were no changes to the Register of Interests.

22. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers.

23. MINUTES

The Committee **RESOLVED** to approve the Minutes of the Meetings held on 7th July and 21st July 2022 as a true and accurate record of the proceedings and the Chairman signed the minutes.

Clerk's report

Min. 15, 03.06.21 – New bus shelter at New Place Road

One of the toughened glass panels was vandalised and shattered on 22nd April 2022. This was reported to the Police, and installation of a replacement pane was arranged by the Clerk at a cost of £486.55 (inc. VAT). Sussex Police has been liaising with the Clerk, who has provided a statement about the damage, as there is a possibility of the perpetrators having been identified. It is potentially possible that reimbursement of the damage cost (net) may be achieved.

Min. 154, 05.05.22 – Defibrillator Grant for Councils

Due to workloads this project hasn't been progressed yet. It is anticipated there will be an update at an early autumn meeting, by which time the new Deputy Clerk may have been able to make the grant application and take the initiative forward.

The Clerk has noted that the Committee did not discuss future maintenance costs or how the grant shortfall (if awarded) will be met as this project is not currently budgeted for. This will therefore need further consideration. Options would be to either defer the matter and allocate within the new budget, for purchase in the 2023-24 financial year, or to fund from 2022-23 earmarked reserves, such as the Community Benefit Fund EMR.

Minutes of Meeting 7th July 2022

For clarification, the Clerk reported that the draft Minutes were issued to Councillors with incorrect numbering. Minute numbers need to be sequential from the first meeting following each Annual Council Meeting, the draft set were inadvertently carrying on from the previous year's numbering. This was subsequently corrected before publication, so that the version on the Council's website and the filed master (being approved at this meeting) have correct numbering.

Min. 10, 07.07.22 – Planning Application Decisions

The Clerk has not yet been able to query with HDC the recent omissions from planning application consultations. This will be actioned as soon as practicable.

Min. 11, 07.07.22 – TRO Request for junction of Rivermead and Lower St.

The Clerk forwarded the Council's response to the resident requesting this. The resident has contacted the County Cllr to enquire about PPC's suggestions of WSCC conducting an engineering safety study and the possibility of installing parking bays. Further update awaited.

24. PLANNING APPLICATIONS

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

25. PLANNING APPLICATIONS DECISIONS

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

26. SALT BIN AUDIT

Members **NOTED** details of the annual WSCC Highways audit (previously circulated) and **AGREED** to carry out salt bin checks. Members decided amongst themselves which bins to check, with results to be notified to the Clerk by Friday 12th August to enable this information to be notified to WSCC Highways by their deadline.

27. SOUTH DOWNS NATIONAL PARK

It was **NOTED** that the SDNPA has adopted a Design Guide Supplementary Planning Document (SPD), which can be viewed on their website or at this link:

<https://www.southdowns.gov.uk/planning-policy/supplementary-planning-documents/supplementary-planning-documents/adopted-design-guide-spd/>

28. FULL FIBRE INTERNET AND TELEPHONY

After some discussion it was **AGREED** to take up Giganet Regional Community Manager's offer to present information regarding infrastructure build coming to Pulborough; (*forwarded to Committee*) to a Planning Meeting that all Members would be able to attend.

29. CORRESPONDENCE

HDC

- Email 18.07.22 from Head of Development & Building Control ref. DC/20/0636 4 gypsy pitches at Hill Farm Lane, Codmore Hill: Advising that the High Court decision had quashed

the original appeal, and costs awarded to HDC, due to the Planning Inspector having considered water neutrality. This means that the appeal now becomes live again, and the Planning Inspectorate will need to redetermine the appeal and make a new decision. HDC will update when further information is available.

Govia Thameslink Railway (GTR)

- Email 26.06.22 with details of GTR's new improvement fund 'Your station, Your community' open 28.06.22 to 30.07.22.
- Email 26.07.22 with details of GTR's first Community Rail Conference, taking place Tuesday 4th October 2022 at The Jurys Inn, Brighton. They will be showcasing the work of community rail partners across the GTR network, discussing topics they hope will be of interest, sharing best practice. Full agenda with timings and speakers will be shared in a few weeks' time. The conference is by invitation only and limited capacity, therefore they request that Station Partners nominate only one representative, with spaces allocated on a first come first served basis.

Daisy Communications

Email 22.07.22 regarding Upcoming strike action by the Communication Workers Union (*forwarded to all Councillors*).

Residents

- Copy of email correspondence 05.07.22 copied to Cllr Hare from resident raising fresh concerns with HDC re. planning application DC/20/0636 (Stane Street/Hill Farm Lane).
- Copy of email correspondence 05.07.22 to Cllr Hare from resident raising concern at work to land at Stane Farm.

30. PAYMENTS

The following payments were approved and signed by two authorised signatories:

	£
Felling 2x maples main recreation ground	£1,080.00
Salaries/oncosts for July 2022	£7,286.10
2x desk lamps and bulbs for Parish office	£31.98
Meeting room hire August 2022	£48.83
Mileage for groundsman	£36.00
Water neutrality report (planning app)	£3,300.00
Recycling collection July 2022 Sports Pavilion	£39.90
Refuse collection July Village Hall 2022	£51.20
Account charges 02.06.22-01.07.22	£2.10

The meeting closed at 8.02pm

.....Chairman

.....Date

Appendix 1

**Recommendations of the Planning & Services Committee meeting held on
Thursday 4th August 2022**

DC/22/1350 – The Cottage, Potts Lane, Pulborough, West Sussex

Conversion of detached garage to provide habitable living accommodation, incorporating installation of French doors, windows and rooflights.

No objection.

Trees

DC/22/1323 – Caiplich, Hillcrest Park, Lower Street, Pulborough, West Sussex

Surgery to 4x Oak.

No objection.

DC/22/1384 – Drovers, The Street, Nutbourne, Pulborough

Fell 1x Leylandii Hedge (Works to Trees in a Conservation Area).

No objection.