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**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING  
HELD ON THURSDAY 1<sup>st</sup> OCTOBER 2015  
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs Tilbrook (Chairman), Esdaile, Kipp (arrived 7.34pm), Queded, Henly, Mortimer & Wilson

**IN ATTENDANCE:** Lisa Underwood (Assistant Clerk) and 0 members of the public.

*The meeting opened at 7.30pm*

**71. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr Lawson.

**72. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**73. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 3<sup>rd</sup> & 17<sup>th</sup> September 2015.

Clerk's Report

Item 59 - Traffic around Spiro Close, Tesco's & the Medical Centre

The Assistant Clerk gave all previous correspondence on this matter to Cllr. Tilbrook. Cllr. Tilbrook is yet to draft a letter, to be approved by the Committee, inviting Tesco's and the medical centre to a site meeting.

Update from the meeting on 4th June 2015

Item 4 - Adjournment for Public Speaking - Planning Applications - DC/15/1025 – Land to the West & North of Railway Cottages, Stopham Rd, Pulborough

The Assistant Clerk wrote to Network Rail on 23rd June 2015, regarding the condition of the access lane to the northbound rail line, which runs past nos 1 & 2 Railway Cottages, Stopham Road, as instructed. However, despite being chased for a response on 18th August 2015, no reply has been received. *Cllr. Tilbrook will call Network Rail from the Parish Office next week.*

**74. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no public speakers.

**75. PLANNING APPLICATIONS**

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

**76. PLANNING APPLICATIONS DECISIONS**

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

**77. PULBOROUGH SERVICES**

Cllr. Tilbrook reminded the Committee why it was important to look at the services within Pulborough. He commented that it ties in with the Neighbourhood Plan; over the next 15 years Pulborough should have a small number of major developments if the Neighbourhood Plan goes through and there are signs that the services in the village don't function as well as they should, and these issues should be looked at, with some improvements made. If they are not improved, Pulborough cannot cope with expansion in the village.

Members provided reports and the Committee noted the weaknesses within the services as follows:

Trains/Railway-Cllr. Mortimer (Cllr. Mortimer provided a SWOT analysis)

- The last train from London is too early at 22.50.
- Lack of trains for very early or late arrivals and departures to Gatwick.
- Overcrowded at peak times.
- Slow journey to Victoria Station – 1hr 40mins, and to Gatwick 40 mins.
- Pulborough station has approx. 425,000 passengers, which doesn't put Pulborough in a good position compared to the likes of Chichester, Worthing or Redhill.
- Expensive car parking charges, resulting in commuters parking along Stopham Rd.
- No disabled access to northbound platform, with several steps to negotiate.
- No refreshments on the northbound side.
- Infrequent bus services matching train times.

Electricity & Roads

Cllr. Kipp advised she had not completed a report on electricity and the issues with roads would be covered under agenda item 9, Up to date Report on Highways.

Schools

Cllr. Henly said she had been unable to get hold of the new Headmistress, so has not met with her as yet.

Cllr. Tilbrook commented that a major concern is capacity with the extra intake from new developments. If there isn't enough capacity where would the children go, if St. Mary's expanded into their field, they would lose the grant from Sports England. Cllr. Tilbrook also reported that because of the economy larger families are living in smaller accommodation, so the Authorities are using the wrong ratios when predicting school places. Cllr. Tilbrook requested that Cllr. Henly arrange a meeting and find out how the school are planning to cope with the extra places needed.

### Lighting

Cllr. Quested advised that there was nothing to report at the moment, as it is not dark for too long to see many problems. There is one light on West Mare Lane that isn't working but SSE will be de-accruing and removing parts for this light shortly.

### Doctors – Cllr. Wilson

Pulborough Patient Link (PPL) held a meeting on 8<sup>th</sup> September to give their views on the future provision of healthcare in Pulborough. Concerns were noted as follows:

- Although they feel the surgery has the physical capacity to increase patient numbers, the concern is the ability to increase the numbers of medical staff.
- House prices are higher than most medical staff can afford and the resultant travelling time is often considered to be too much, which leads to the use of locums, at a higher cost.
- The demography of new residents needs to be considered in future planning decisions.
- Although the PPL have considered these issues from the point of view of the local surgery, the wider aspects of health in the community should be given equal priority.

Members also commented that the time to get an appointment is a problem, sometimes waiting weeks. Also, the proposed dementia home would require extra medical attention.

### Buses

As Cllr. J Wallace was not in attendance, Members commented on the issues as follows:

- People who commute cannot use the buses to get to the station, because the buses do not run at those times.
- The railway network do not liaise with the bus companies when changing their timetables.
- No bus service for young working people and for those working anti-social hours.
- Not many people are using the subsidised bus service. HDC & WSCC need to be liaised with to get a subsidised service in line with what people need.

### Gas – Cllr. Tilbrook

- The south east corner of Pulborough does not have gas, and other areas have gas leaks.
- Gas companies should be asked if gas can be universally available.
- Gas mains are various sizes around the village.

### Sewerage & Drainage – Cllr. Tilbrook

- There is a failure in the sewerage system south of Lower St, it is blocked because when it is jettted & pressurised manhole covers further along pop up.
- There are problems with the main sewer north to south along Sainsbury's.
- There are problems in the sewerage system north of the railway bridge.

- There are high H2S levels where the Riverside Concrete Works were. Before that a plastic moulding company was there, where chemicals were used, which may have found a way into the system.
- Looking forward, planning developments need to be looked at as an overall plan, rather than on an individual basis.
- There is a lot of drainage water in the system, however Southern Water's 'model' doesn't assume the system is full of drainage water, so when HDC consult Southern Water about planning applications, drainage water isn't considered.
- Southern Water have been requested to send daily data to the Parish Council, but so far this has been refused. Cllr. Tilbrook is in contact with Nick Herbert MP to try and obtain this data.
- There is a problem with water supply flow rate, the pressure cannot be increased because this would cause the pipes to leak.

Cllr. Tilbrook thanked Members for providing their reports. He requested Members to obtain more facts, quantify the problems and see what extra resources were needed. This matter can then be discussed again at the January meeting to prioritise the issues and then to keep this matter on going as a rolling process. Cllr. Tilbrook commented that Cllr. Mortimer's model of a SWOT analysis was a good way of presenting the results and instructed the Assistant Clerk to send a copy to all Members, along with adding this subject to the January P&S agenda.

#### **78. HOW TO ENGAGE YOUNG PEOPLE OF PULBOROUGH**

Cllr. Tilbrook advised that this subject was brought up in relation to the Neighbourhood Plan survey and the fact that very few responses were received by young working people. Members discussed the fact that there wasn't much to do for young working people in Pulborough, it was difficult to get transport to the towns nearby and many moved to live in cities and towns with more going on. The pattern seems to be that when young people are ready to start families, they may move back to Pulborough.

Members suggested that if the Sports Pavilion was re-built then gym facilities, a bar and youth services could be incorporated into a new building. From the response to the Neighbourhood Plan survey, there were a lot of requests for gym facilities. Cllr. Quested advised that some monies were available for this type of project, but also joint funding could possibly be sourced, along with an approach to the Public Works Loan Board. The Committee would like further discussions on this matter to be added to the Full Council agenda in November 2015 and commented that any further monies due to be spent on improvements, to the existing building, should be put on hold.

#### **79. UP TO DATE REPORT ON HIGHWAYS**

Cllr. Kipp is concerned because no progress is being made with highway issues, which were highlighted back in 2003. Cllr. Kipp showed Members photographic evidence of poor pavements and road surfaces, in comparison to a neighbouring village.

Cllr. Tilbrook reiterated what Cllr. Arculus reported at the Full Council meeting on 17<sup>th</sup> September 2015, item 69, but said the Parish Council needs to continue to push on these matters.

Cllr. Kipp also commented about the parking problems at the Corn Store and that the re-generation plan for Lower St, which contained plans to improve the pavements, was not being taken forward. Cllr. Tilbrook suggested that the Parish Council could put the Lower St plans forward for public consultation. Cllr. Quested

commented that the Pulborough Community Partnership held monies for this kind of project. Members suggested this matter be put forward to Full Council and instructed the Assistant Clerk to add it to the agenda for the November meeting. In the meantime Cllr. Tilbrook will talk to Cllr. Arculus and ask if she can come to the November meeting when this is discussed. Cllr. Esdaile will go to the Parish Office to look at the proposed Lower St re-generation plans.

#### 80. EMPTY/DERELICT BUILDINGS

Cllr. Kipp raised concerned over the derelict building at Swan Corner, 'Ransomes', as nothing has been done about this for quite some time. It was commented that there is a notice on the front of the building giving the impression that planning permission has been given, but it was put in, but then withdrawn. (Ref DC/12/1221).

The Assistant Clerk advised that she has been in touch with HDC about this building and they have said they will look into the matter, the Assistant Clerk will chase a response.

Cllr. Henly advised that Arun Bungalow, Church Hill is also derelict and the Assistant Clerk was instructed to contact HDC about this building also and report back to the Committee.

#### 81. CORRESPONDENCE

##### **Horsham District Council (HDC)**

Appeal decision for DC/14/2756, Meadow Cottage, West Chiltington, Pulborough. Copied to Committee. PPC Comments were '*No Objections, however, Members did question the accuracy of the plans with regarding to the position of the property in relation to neighbouring properties*'.

Copy email from Cllr. Brian Donnelly regarding Parson's Field, Pulborough. Copied to Committee.

##### **Residents**

Email from resident regarding problems at Oddfellows Arms. Copied to Committee. *Would the Committee like to add any further comments to what the resident has been advised? **The Committee advised they had nothing else to add.***

Email from resident regarding the lack of a Post Office in Pulborough. *The Clerk will advise that the Parish Council sympathises with the situation, however, as the Post Office is a commercial enterprise, the Parish Council are limited to what they can do.* Copied to Committee. ***The Committee requested that the response include that the Parish Council is supporting the Pulborough Community Partnership with their work in this matter and hopefully their efforts will help a Post Office stay in Pulborough.***

Survey response regarding traffic in Rectory Lane as requested by the P&S Committee, from Mr S Pegler. Copied to Committee. ***The Committee acknowledge that this information needs to be taken into account when discussing the Lower St re-generation scheme.***

Email regarding the derelict shops at Swan Corner. Copied to Committee.

**South Downs National Park Authority (SDNPA)**

Notification that the agenda and meeting papers for the SDNPA Planning Committee meeting on 8th October 2015 have been published on the Authority website [www.southdowns.gov.uk/meeting/8-october-2015/](http://www.southdowns.gov.uk/meeting/8-october-2015/)

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

- Cllr. Mortimer advised that Cllr Quested and The Clerk were due to attend a meeting regarding Village Wardens and need Committee approval for Cllr. Quested to vote in support of Village Wardens, possibly clustering with Billingshurst. Members AGREED to support accordingly. Cllr. Quested confirmed that no money would be spent at this stage. Cllr. Quested will report on the meeting at the next Full Council meeting.  
**Village Wardens (RQ)**

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

- Harvest Fayre - discussions at Pulborough Parish Council's stall.

**84. PAYMENTS**

The following payments were approved and cheques were signed.

S. Norman	4.50

***The meeting closed at 9.27pm***

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on  
Thursday, 1<sup>st</sup> October 2015**

**PLANNING APPLICATIONS**

**DC/15/1917 - Stane Street Nurseries Stane Street Codmore Hill**

Change of use from B1 (offices) to Sui Generis of the first floor office to use as an ambulance community response post. **No objection.**

**DC/14/1560 - Atmyres Farm The Street Nutbourne**

To carefully dismantle an existing root bound stone rubble wall at the front of the driveway to Atmyres Farm, Nutbourne. Reconstruct the wall and relocate entrance using the original stone. All stone and pointing to replicate the oldest parts of the original coursing, height and appearance (Listed Building Consent). **No objection.**

**DC/15/1365 - Holme Manor Mare Hill Road Pulborough**

Summerhouse and garage already erected. Single storey wood construction, four folding doors in glass to the front one door at back 2 velux windows in roof 2 windows at rear. **No objection.**

**DC/15/2065 - 38 Glebelands Pulborough**

Two storey rear extension enclosing existing first floor balcony. **No objection.**

**DC/15/2005 - Gallina Gay Street Lane North Heath**

Erection of two storey side/rear extensions, provision of new front porch, alterations to roof to include dormers and roof lights and alterations to the external appearance of the dwelling. **No objection.**

**DC/15/1989 - 62 Lower Street, Pulborough**

Erection of 1 x fascia sign to the front elevation above first floor level. **No objection.**