



PULBOROUGH PARISH COUNCIL  
Swan View, Lower Street  
Pulborough

West Sussex RH20 2BF

Telephone: 01798 873532

Email: clerk@pulboroughparishcouncil.gov.uk

**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING  
HELD ON THURSDAY 6TH NOVEMBER 2014  
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

**PRESENT:** Cllrs J Wallace (Vice Chairman), Kipp, Esdaile and E Wallace.

**IN ATTENDANCE:** Lisa Underwood (Assistant Clerk) and 3 members of the public.

*The meeting opened at 7.32pm*

**91. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs. Tilbrook, Clarke, Lawson and Mortimer.

**92. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**93. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meetings held on 2nd & 16th October 2014.

Clerk's Report

Item 78 – Clerk's Report - CAD Drawings

As requested recommendations to receive CAD drawings, and timescales on reserved matters were sent to Hilary Coplestone at HDC, copying in HALC, on 14th August 2014. Hilary was chased on 16th October 2014, but no reply has been received, and as Hilary has now left HDC would the Committee still like this matter pursued, and if so, with whom? *Members would like this matter pursued, possibly with Chris Lyons.*

Item 78 – Clerk's Report - Public Toilets

The Assistant Clerk contacted South Downs National Park regarding funding on 11 September 2014, and chased a reply on 30th September. No reply was received, so another Department was emailed, who passed the query onto the Local Ranger on 30th October 2014. As yet, no reply has been received.

Item 78 – Clerk's Report - Planning Applications Decisions

Re DC/14/0683 – Land North of Highfield, the Assistant Clerk did not write to HDC regarding an explanation as to why the reserved matters application has been permitted, despite issues raised by the Parish Council. The reason being that documentation (copied in Councillor's packs) was obtained via HDC's website, which states that the issues raised by Pulborough Parish Council were noted by the Horsham Planning Committee/Officers, but were not considered as a reason for objecting.

Item 78 – Clerk’s Report - Straw Bales

The Clerk sent an enquiry to UKPN, via their website, on 29th September, asking about the height regulations for electric cables, and querying if the cables along Lower St, adhere to these regulations. UKPN advised that the minimum height of power cables across roads is 5.2 metres at the lowest, although sometimes, over the years, the cables can sag for numerous reasons. UKPN attended the fire incident and have put in motion to get the cables raised. They have also advised that if members are concerned for any safety reason with overhead power lines, then UKPN can organise a free of charge site safety visit.

Item 78 – Clerk’s Report – Correspondence - Heine Planning Consultancy

The Clerk looked on the police.uk website to obtain crime statistics for Pickhurst Lane. No crime has been reported, since December 2010. The website didn’t allow a search any further back.

The Assistant Clerk sent the letter to Tom Crowley, as instructed on 8th September. The letter was forwarded to the new Director of Planning, Economic Development & Property, Chris Lyons. A chaser email was sent to Chris Lyons on 22nd October 2014, as yet, no reply has been received.

**94. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed Mr Martin Carpenter of Enplan UK Ltd and Mr Alan Wainer, of LCE Architects and invited them to speak regarding agenda item no 5, Planning Applications - DC/14/2103 – Holme Manor, Mare Hill Rd, Pulborough - Erection of a single sustainable dwelling on land at Holme Manor.

**Meeting adjourned: 7.40pm**

**Meeting reconvened: 7.53pm**

The Chairman thanked Mr Carpenter & Mr Wainer for taking the time to address the Committee.

**95. PLANNING APPLICATIONS**

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

**96. PLANNING APPLICATIONS DECISIONS**

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

**97. FORMER BUS SHELTER/STORE ADJACENT TO 127 LOWER ST**

Cllr. J Wallace approached the residents of 127 Lower St, who advised that they have been in discussion with Saxon Weald. It was also noted that Saxon Weald are obtaining a valuation of the bus shelter. Members instructed the Assistant Clerk to contact the residents of 127 Lower St for an update on their discussions with Saxon Weald.

**98. TREE PRUNING AT CHESTNUT WALK**

Members received a resident request to have the trees pruned around the 3 street lights in Chestnut Walk, as the foliage is blocking the light. SSE have confirmed that the trees do need some pruning around the lights. Members received two quotations from Beechdown Arboriculture Ltd of £133.00 excl. VAT and from George Potbury of £220.00 excl. VAT and AGREED to accept the quotation from Beechdown Arboriculture Ltd, and instructed the Assistant Clerk to arrange for the work to be carried out.

**Resolved: The Assistant Clerk to accept the quotation from Beechdown Arboriculture Ltd, and arrange for the work to be carried out.**

**99. SURFACE WATER DRAINAGE & GULLY CLEARANCE**

Cllr. Kipp enquired about the outstanding works needed to clear the gullies reported in and around Pulborough. The Assistant Clerk advised that the Parish Office has received confirmation from WSCC that all outstanding gully works have been completed, apart from further works needed on Mare Hill Road, at the junction of Broomers Hill. Cllr. Kipp will check the gullies and if not cleared will report back to the Parish Office.

**100. TRANSPORT PRIORITY LISTING INCL TRO'S**

Members received the outstanding actions arising from the Village Transport Plan (VTP) for review, and put forward the following recommendations to be passed to Full Council for approval:

- Extension of 30mph limit to Codmore Hill – Change to priority 1.
- Add the requirement for a pedestrian crossing at the top of Church Hill junction of Rectory Lane, priority 3.
- Pedestrian crossing to give access to station and facilitate crossing to PO in Lower St – remove.
- Removal of the lay by at Swan Corner and relocation of the existing central pedestrian island on the A29 London Rd (Sth) to improve pedestrian visibility & provide a safer crossing – combine as one action and change priority to 1. Cllr. Kipp advised that this was promised to be carried out in 2015.
- A29 Church Hill & Sopers Hill- change priority to 2.
- Lower St Regeneration Scheme – add - traffic calming in Rectory Lane is required as a result of any changes to Lower St.
- Pocket Park –remove.
- Alterations to Pulborough Station forecourt – remove.
- Improvement of existing lights on the Cinder Path between Church Place & station – Cllr. Esdaile commented that extra lights or brighter lights are required along this path.
- Real time passenger information at bus stops- remove.
- Add - extension of 40mph at Adversane to take in Brinsbury Campus entrance and improvements to road layout around Brinsbury entrance to improve safety.

The Assistant Clerk was instructed to amend the transport priority listing, ready for approval at the next available Full Council meeting.

**101. STREET LIGHTING IN LOWER ST**

In Cllr. Quedstedt's absence, the Assistant Clerk advised that the sockets for the Christmas lights have been put in, and the brackets for the hanging baskets are on order, and will take approximately 3 months to be delivered.

**102. PLANNING APPLICATION FOR GYPSY AND TRAVELLER SITE IN BURY**  
Members noted that the deadline for comments, in accordance with the letter from Bury Parish Council, has now passed and so no further comments may be submitted. Cllr Wallace instructed the Assistant Clerk to enquire, with Coldwaltham Parish Council, what comments were made by them.

**103. CORRESPONDENCE**  
**Fire & Rescue Service Cuts**  
Resident email regarding the Fire & Rescue Service cuts. Copied to Committee.  
  
**Lower St Car Park Lighting**  
Copy of resident letter to HDC regarding the lighting in Lower St car park. Copied to Committee.

**104. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**  
  
None.

**105. PAYMENTS**  
The following payments were approved and cheques were signed.

<b>PAYEE</b>	<b>AMOUNT/£</b>
L Ellis	5.00
Burgess & Randall Ltd	172.73
Southern Water	49.97
Southern Water	258.33
Southern Water	19.62
HDC	495.00

*The meeting closed at 9.10pm*

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on  
Thursday, 6th November 2014**

**PLANNING APPLICATIONS**

**DC/14/2147 – Architectural Plants Limited Stane Street North Heath**

Material Amendment to the design of the proposed office consented under reference DC/13/0551. **No objection.**

**DC/14/1537 - Arun Prospect Station Road Pulborough**

The replacement of existing obsolete aluminium windows to communal parts with white UPVC double glazed units in numbers 1-28 Arun Prospect. **No objection.**

**DC/14/2199 - Atmyres Farm The Street Nutbourne**

Retrospective permission for the application of lime render on the southern end of the west elevation (Full Application). **No objection.**

**DC/14/2200 - Atmyres Farm The Street Nutbourne**

Regularisation of the application of lime render on the southern end of the west elevation (Listed Building Consent). **No objection.**

**DC/14/2103 – Holme Manor, Mare Hill Rd, Pulborough**

Erection of a single sustainable dwelling on land at Holme Manor. **No objection, however the following comments were made:**

- **Members recommended that access to the west of the site is not used; any vehicle movements should be made down the driveway.**
- **Hedges should be maintained and if hedges die, they should be replaced to protect the privacy of neighbours.**

**DC/14/1946 - 19 Lower Street Pulborough**

Infill of existing terrace to form garden room (Listed Building). **No objection.**

**DC/14/1617 – 127 Lower Street Pulborough**

Replacement garage (Full Planning). **No objection, however the Committee would request a Non Severance clause is put in place to ensure that this development remains incidental to the main property.**

**DC/14/1618 - 127 Lower Street Pulborough**

Replacement garage (listed Building Consent). **No objection, however the Committee would request a Non Severance clause is put in place to ensure that this development remains incidental to the main property.**

**Trees**

**DC/14/2175 – 31 Masons Way, Codmore Hill**

Surgery to 4 x Poplar trees (TPO). **No objection.**

**DC/14/2211 – Swift Cottage Barn House Lane, Pulborough**

Fell 1 x Conifer tree, surgery to 4 x conifer trees, and surgery to 1 x Beech tree (Trees in a conservation area). **No objection.**

**DC/14/2246 – Andrews Cottage Rectory Lane Pulborough**

Surgery to 1 x hazel & 1 x Cherry tree (Works in a conservation area). **No objection.**