



PULBOROUGH PARISH COUNCIL
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**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING
HELD ON THURSDAY 3RD SEPTEMBER 2015
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

PRESENT: Cllrs Tilbrook (Chairman), J Wallace, Kipp, Qusted, Henly & Wilson

IN ATTENDANCE: Lisa Underwood (Assistant Clerk), District Councillor P Clarke and 1 member of the public.

The meeting opened at 7.31pm

52. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Esdaile, Lawson & Mortimer.

53. DECLARATIONS OF INTEREST

There were no declarations of interest.

54. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 13th August 2015.

Clerk's Report

Item 47 - Barclays Car Park

The Assistant Clerk wrote to the Branch Manager of Barclays Pulborough & Storrington. The Branch Manager called the Parish Office and advised that the branch did make enquiries with their Property Services about locking the car park following on from the opening of Dominos Pizza. However, as the branch is due to close shortly, they decided not to proceed with this. There is currently no facility to lock the car park. The Branch Manager drove by, out of banking hours, to check the situation and advised that it was not locked and cars were parked in the car park. If there is any photographic evidence of it being locked, which could be sent to her, she will look further into this matter.

Items raised at the meeting on 4th June 2015.

Cllr. Tilbrook has requested that the item 'Pulborough Services', previously discussed at the P&S meeting on 4th June 2015, item 10, be deferred until October's meeting.

55. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers.

56. PLANNING APPLICATIONS

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

57. PLANNING APPLICATIONS DECISIONS

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

58. HARWOOD'S PLANNING APPLICATION - DC/15/1324, LONDON ROAD PULBOROUGH

The Chairman welcomed District Cllr. Paul Clarke and invited him to speak regarding Harwood's planning application, DC/15/1324.

Meeting Adjourned: 7.34pm

Meeting reconvened: 8.08pm

The Chairman thanked District Cllr. Clarke for taking the time to address the Committee.

Members received a letter from Harwood's responding to the objections Pulborough Parish Council raised to the application. Cllr. Quedsted, as Chairman of the Parish Council, has drafted a reply to Harwood's, which members approved, however, after some discussion it was AGREED that Cllr. Quedsted will add to his letter that provided the concerns of the Environment Agency & Southern Water are met, Pulborough Parish Council will withdraw their objection. Cllr. Quedsted will issue the final draft to the Committee for approval before the letter is sent. Cllr. Quedsted will copy in HDC's Planning Department on the letter.

Concerns about the impact on the street scene still remain, however it is understood that this is dictated by the branding of the franchisors and accepted that HDC should determine if the design is accepted.

The Committee AGREED that Cllr. Tilbrook should speak at the Development Control meeting when this application is discussed to put forward the comments from Pulborough Parish Council. Whilst discussing the Development Control meeting, Cllr. Tilbrook requested permission to also speak regarding the proposed dementia unit, ref DC/15/1547, which the Committee AGREED to.

59. TRAFFIC AROUND SPIRO CLOSE, TESCO'S AND THE MEDICAL CENTRE

Cllr. Wilson commented that cars were parking across the dropped pavement down to Spiro Close. Members noted that this has been looked into previously and as this area is not adopted highway, there is nothing that can be done.

Members also commented about the continued problem of delivery vehicles parking in the medical centre parking area and that whole area being unsafe. This matter has previously been discussed between the Parish Council, the medical centre and Tesco's, but nothing has been done about it. Members acknowledged it was difficult to know what to do about this situation. Cllr. Tilbrook suggested that the Assistant Clerk look back through old correspondence to see what has previously been discussed and then Cllr. Tilbrook will draft a letter, to be approved by the Committee, to Tesco's and the medical centre, inviting them to a site meeting to further discuss this issue. Members AGREED to this suggestion and instructed the Assistant Clerk to collate all previous correspondence for Cllr. Tilbrook.

60. WSCC HIGHWAYS IMPROVEMENTS

The Assistant Clerk advised that Cllr. Pat Arculus would like a list of the top priorities for highway improvements for Pulborough for her discussions with WSCC. The Committee AGREED that the previously submitted improvements still stand, with the top priorities being Swan Corner and Lower St. Members instructed the Assistant Clerk to contact Cllr. Arculus advising her of this. Cllr. Tilbrook will also contact her to discuss this matter.

Cllr. Kipp commented that she is unhappy that these projects are not being progressed by WSCC.

61. GRIT BIN AUDIT

Cllr. Quedsted, Wilson & J Wallace were allocated grit bins to audit. The audit needs to be completed by Monday 7th September 2015.

62. HOW TO ENGAGE YOUNG PEOPLE OF PULBOROUGH

Cllr. Tilbrook requested that this item be deferred until the October meeting.

63. CORRESPONDENCE

HDC

- i. Notification of Planning Appeal for DC/15/0652, Hobbits, Stall House Lane, North Heath (Construction of replacement stables incorporating grooms accommodation). *Parish Council offer No Objection when it considered the application on 16th April 2015).*
- ii. Email from Enforcement regarding Shepherds Cottage, London Road. Copied to Committee. *WSCC Highways have been advised about the concrete into the drain.*

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

- **Up to date report on Highways (EK)**
- **New grit bins (F&P) (VW & AT)**
- **Hole in recreation ground (R&OS) (VW)**
- **Fly posting (Full Council) (RQ)**

65. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

Cllr. Wilson advised that children have been making dams in Pocket Park, blocking the drain with logs. It was suggested that a message should be put on social media advising that this should not be done. The Assistant Clerk will meet with Cllr. Wilson to get photos to put up on the social media sites.

Cllr Kipp suggested that it would be beneficial to interact with the school's & the toddler group's Facebook & Twitter sites, so that they are able to see these kind of messages. The Assistant Clerk advised that this was only possible with each party 'liking' each other's pages. The Assistant Clerk will 'like' the school's & toddler group's page, and hopefully they will do the same in return.

66. PAYMENTS

The following payments were approved and cheques were signed.

West Sussex County Council	5944.34
Came & Company	4779.86
Travis Perkins Trading Company Ltd	44.78
Spaldings Ltd	174.00
F Bushby	55.00
Fire Risk UK Ltd	93.60
R Quested	21.80
New Call Telecom Ltd t/a Fuel Broadband	15.96
Burgess & Randall Ltd	85.00
HDC	504.00
British Telecommunications	77.40
British Telecommunications	77.20

The meeting closed at 9.04pm

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on
Thursday, 3rd September 2015**

PLANNING APPLICATIONS

DC/15/1756 - Turville Cottage, Tudor Close, Pulborough

Garage conversion and extension. **No objection.**

DC/15/0384 - Land North of Oddstones, Stane Street, Codmore Hill

Retention of 2 x Harwoods Group Signs. **No objection. The Committee commented that the application is not accurate, can this be checked.**

DC/15/1686 - Mulberry House, Stane Street, Codmore Hill

Minor internal works including reinstatement of internal door, installation of wood burning stove, secondary glazing and bathroom extract and improvement to roof void ventilation (Listed Building Consent). **No objection.**

DC/15/1765 - 13 Masons Way Codmore Hill Pulborough

Single storey rear extension and first floor internal alterations. **No objection.**

DC/15/1854 - Land North of Woodleigh Nutbourne Lane Nutbourne

Prior Notification for Permitted Development - Storage to Residential Use. **The Parish Council were unable to comment as no plans or associated paper work were received.**

DC/15/1792 - Honeybots Broomers Hill Lane Pulborough

Proposed two storey rear extension, two storey front extension, including the installation of single dormer window to the east, west and south roof slopes and construction of front bay. **No objection.**

DC/15/1872 - Mount Farm Hill Farm Lane Codmore Hill Pulborough

Proposed first floor front/side extension, incorporating the installation of 1 no. dormer to the north-eastern roofslope, and enlarged rooflight to the north-western roofslope (Full Planning). **No objection.**

DC/15/1874 - Mount Farm Hill Farm Lane Codmore Hill Pulborough

Proposed first floor front/side extension, incorporating the installation of 1 no. dormer to the north-eastern roofslope, and enlarged rooflight to the north-western roofslope (Listed Building Consent). **No objection.**

AMENDED PLANS

DC/15/1084 - Land North of Highfield, Stane Street, Codmore Hill

Erection of 97 Dwellings with associated infrastructure and open spaces. **Members could not comment fully as no amended plans were received, only an email from the Planning Consultant summarising the amendments.**

Members commented that under the emerging Horsham Development Planning Framework (HDPF) it has been demonstrated that a 5 year housing supply exists, so there is no necessity for extra houses.

Members do not support the application if the conditions, previously put forward by Pulborough Parish Council, are not met. Access to the site by construction traffic and drainage from the site being a high priority.

The Committee AGREED that Cllr. Tilbrook should speak at the Development Control meeting when this application is discussed to put forward the comments from Pulborough Parish Council.

TREES

DC/15/1833 - 30 Glebelands Pulborough

Surgey to Field Maple Hedges. **No objection.**