

PULBOROUGH PARISH COUNCIL

Working together for a better future



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MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING HELD ON THURSDAY 7th APRIL 2016 AT PULBOROUGH SPORTS AND SOCIAL CLUB

PRESENT: Cllrs Tilbrook (Chairman), C Esdaile, J Esdaile, Kipp, Queded, Henly, Kay & Wallace.

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

The meeting opened at 7.30pm

185. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Lawson & Mortimer.

186. DECLARATIONS OF INTEREST

There were no declarations of interest.

187. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers.

188. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 3rd March and 17th March 2016.

Cllr.J Esdaile commented that the Committee had commented about the garage on planning application DC/16/0278, Gentian Cottage, at the meeting on 17.03.16, but noted that only 'No Objection' was sent to HDC. The Assistant Clerk will enquire with the Clerk regarding this.

Clerk's report on items raised at the meeting of 3rd March 2016

Item 168 - Minutes - Clerk's Report - Services in Pulborough - Sewerage & Drainage

A letter was sent to Tesco regarding the drainage issues around that area, copying in Southern Water, District and County Councillors, a reply has been received from Southern Water, suggesting a meeting with all parties, which Cllr. Tilbrook agreed to arrange. Cllr. Tilbrook is due to have a meeting on 20.4.16.

Item 168 - Minutes - Clerk's Report - Gas Leak in Church Place

Cllr. Tilbrook is yet to arrange a meeting with SGN & Southern Water.

Item 173 - De-Classification of the A29 & A283

The Assistant Clerk was advised that air quality reports were carried out by HDC every year and there is a diffusion tube monitoring data at Swan Corner. The relevant page was sent to Cllrs, under 'Correspondence' which stated that "*Using the 'Nitrogen Dioxide Fall off with Distance Calculator' the annual mean NO₂ concentration measured at the receptor nearest to the diffusion tube was 32.5µg/m³, which is below the Air Quality Strategy objective of 40µg/m³.*

The Assistant Clerk also contacted WSCC Highways regarding de-classification and they advised that "*The responsibility for classification of non-primary routes/roads does sit with West Sussex County Council and it seems that the responsibility has been delegated to the Traffic Manager.*

The route should be signed in a way that assists motorists in finding the way to the relevant destination. In order to de-classify A29 Church Hill and A283, a suitable alternative would need to be found. Examples are Billingshurst By-Pass and Haywards Heath Relief Road. I have spoken to the Traffic Manager, Peter Atkins in regard to this request. As an alternative route has not been identified, it would not be possible to give this request any further consideration" **Members commented that a weight restriction could be applied and instructed the Assistant Clerk to enquire with Highways regarding this issue and add to the next P&S agenda for discussion.**

Item 174 - Community Support Teams Consultation and Future Partnership Working

The Assistant Clerk requested further information as requested, but as yet no reply has been received.

Item 177 - Correspondence

Cllr. Tilbrook is yet to write to HDC regarding one of the proposals regarding CIL Charges, asking if HDC can extend the proposal to the Parish Council.

189. PLANNING APPLICATIONS

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

190. PLANNING APPLICATIONS DECISIONS

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

191. HANGING BASKETS

Members received three quotations for refilling of the hanging baskets from Brinsbury College for £300.00, The Flower Shop for £672.00 + vat and Village Nurseries for £648.00 incl vat. After some discussion, Members AGREED to proceed with the quotation from Brinsbury College for £300.00 and instructed the Assistant Clerk to arrange accordingly. It was commented that one of the reasons the flowers looked a little disappointing last year was because they weren't watered enough. The Assistant Clerk advised that the Groundsman had been instructed to water them weekly.

Resolved: Proceed with quotation from Brinsbury College for £300.00.

192. RISK REGISTER

Members reviewed and after discussion accepted the updating of entry P2 to the Planning & Services Risk Register.

Resolved: Update entry P2 of the Planning & Services Risk Register.

193. WSCC DRAFT MINERALS PLAN - POTENTIAL SILICA SAND SITE AT WICKFORD BRIDGE

Cllr. Tilbrook advised that he had met with Mr Hamilton, who spoke about this matter at the Full Council meeting on 17th March 2016 and the issues are as follows:

- There needs to be more core samples collected to show the variation of mineral quality across the site.
- There could be an impact on the traffic through Pulborough. How much sand will be extracted, how many lorry trips per day will be made and which route will be taken?
- European Planning Regulations state that significant development is subject to rigorous constraints in close proximity of a nature reserve. This has not yet been considered.
- The site is small and probably not economically sustainable.

Members instructed the Assistant Clerk to respond to the plan with these concerns.

Resolved: Respond to plan with concerns raised.

194. PROBLEM WITH RETIREMENT BUNGALOW IN THE SPINNEY

Cllr. Wallace advised that works have started at this bungalow, they have unblocked the drains caused by the building subsidence. Cllr. Wallace will monitor the situation and add it onto an agenda if there is a need for the Parish Council to action anything.

195. THE TWITTEN

Members received resident correspondence regarding issues of lighting, overgrowth of vegetation and resurfacing in The Twitten, which is located between Moat Lane and Rectory Lane. After some discussion regarding the issues, Members instructed the Assistant Clerk to contact Chris Blight at WSCC regarding the lighting and contact Highways regarding the overgrown vegetation and resurfacing. To also ask Highways to write to residents asking them to cut back any vegetation that they are responsible for.

Resolved: Contact WSCC and Highways regarding issues raised.

196. SERVICES IN PULBOROUGH

Cllr. Tilbrook commented that he was pleased with the background work Cllrs had put in looking into service issues. He would now like an agreed list of 3 items to work on. Cllrs gave their top issues, as follows:

- A central reporting body should be set up to look at all the caring volunteer organisations in Pulborough, to ensure services are not over-lapping or being missed.
- Younger volunteers are needed.
- Forward planning of care and medical services need looking at given the additional need due to housing increases in the area.
- The Lower Tidal River Arun Strategy needs to be also considered in forward planning.
- Fly-posting.
- Fly-tipping.
- General cleanliness of the Pulborough area.

- Highways.
- Post Office - Nick Herbert should be contacted again.
- Wrong information of area on the Locality Education website.
- School places.

Cllr. Tilbrook would like Members to vote for their top 3 issues to look at, which will be discussed at the next P&S meeting. Cllr. J Esdaile commented that one person should take ownership of the issue, Cllr. Tilbrook said he would like to set up groups to look at the 3 individual issues.

Cllr. Wallace advised that he still needs to discuss with Compass and Stage Coach the need to co-ordinate with train times. Cllr. Tilbrook would like to know if the bus companies are still receiving subsidies, Cllr. Wallace will ask.

197. CORRESPONDENCE

Horsham District Council (HDC)

Relevant page of Air Quality Report 2015. Copied to Committee. *The whole report can be emailed to Members if required.*

Action in Rural Sussex (AirS)

Letter regarding the Parish Council's interest in the 'Good Neighbours Scheme' and a request for the top 3 issues to be addressed at an event. Copied to Committee. ***Please can Members come to the meeting with 3 top issues, so this can be sent back to AirS. Members instructed the Assistant Clerk to state the following as the top issues:***

- **Caring for an ageing population.**
- **Affordable housing for carers & workers.**

Further information regarding the 'Good Neighbours Scheme'. Copied to Committee.

Western Sussex Hospitals NHS Trust

Email asking for members for the Western Sussex NHS Hospital Foundation Trust. Copied to Committee.

Thakeham Parish Council

Response to WSCC Community Support Team survey from Thakeham PC. Copied to Committee.

Bartram House

Confirmation that the new road for the Bartram House development will be Bartram Close and the existing Lane will not be named and will remain as part of Station Rd.

Email correspondence from Rushmon Homes & RDjW Architects in response to the Parish Council's objections. Copied to Committee.

Resident objections and concerns regarding Bartram House, sent to HDC.

Email correspondence between a resident and District Cllr. Clarke regarding Bartram House.

WSCC

Notification of a Traffic Regulation Order for North St, Storrington. Copied to Committee.

Letter advising that 'Operation Watershed' is being re-introduced for the financial year Apr 16/17.

West Sussex Joint Minerals Plan

Further information. Copied to Committee.

DC/16/0591 - Elite Garages, 5 London Rd, Pulborough

Resident comments regarding the above application. Copied to Committee.

SDNPA

Details of SDNPA workshops being held in May 16.

Agenda and papers for SDNPA planning meeting on 14.4.16.

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

- **Substandard re-surfacing and re-filling of pot holes (AT) - Cllr. Tilbrook would like Members to come to the next meeting with details of such work.**

Cllr. Kipp would like an update on the Ransoms planning application. The Assistant Clerk will report back at the next meeting.

199. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

- **Thanks to those that attended the Easter Egg Hunt and to say it was a great success.**

200. PAYMENTS

The following payments were approved and cheques were signed.

Horsham Matters Ltd	3515.86
Pulborough Social Centre	1387.30
Mrs Laker	33.41
EDF Energy	134.07
S Norman	6.08
Burgess & Randall Ltd	124.86
Wesley's Window Cleaning	144.00
West Sussex ALC Ltd	1591.51
Horsham District Council	295.88
Horsham District Council	167.96

The meeting closed at 9.19pm

.....Chairman

.....Date

**Recommendations of the Planning & Services Committee meeting held on
Thursday, 7th April 2016**

PLANNING APPLICATIONS

DC/16/0469 - 7 Nutcroft, Pulborough

Outline application for the erection of a 3 bed dwelling with all matters reserved except for access. **Objection - Members commented that this is over development on a very small site and there are concerns regarding access and parking.**

DC/16/0552 & 0553 - Lavender Hill Rectory Lane Pulborough

Internal changes, amendment to roof over lobby area, replacement of bathroom window, upgrade of basement to accommodation with increased depth of windows, additional skylight over utility room, and increase in gravel drive to provide turning area. (Householder application & Listed Building). **No objection.**

DC/16/0558- Templemead Coach House 13 Lower Street Pulborough

Replacement of ancillary single-storey timber structure destroyed by fire. **No objection, although Members suggested that a non-severance clause be attached to the permission.**

DC/16/0591 - Elite Garages, 5 London Rd, Pulborough

Alterations to front elevation to enlarge existing retail area and form new sub post office area. **Objection. Whilst Members are supportive of the retail and Post Office aspect of the planning application, Members have the following comments:**

- **The plan should be redesigned to include extra parking spaces.**
- **There is a concern over increased traffic backing up on the A29, as a result of a neighbouring petrol station soon to be closed and from increased custom to the proposed Post Office, along with the service garage customers and petrol tankers refuelling.**
- **There are also safety concerns for pedestrians needing to use the Post Office at this site.**

Members instructed the Assistant Clerk to invite Elite Garages to the Full Council meeting on 21st April 2016 to enable them to address the Committee's concerns. If they were able to answer the concerns satisfactorily, then the Committee may re-consider the decision to object.

DC/16/0523 - The Warren Stane Street Codmore Hill Pulborough

Erection of a single storey side extension, rear conservatory and garden store. **No objection.**