

PULBOROUGH PARISH COUNCIL

A meeting of the Planning & Services Committee was held at the Village Hall on Thursday 6 March 2003 at 7.30 pm.

Present: Mrs J Botting (Chairman) Mrs C Barnett
Mrs N Hompstead Mrs L Speer
Mr L Ampstead Mr D Jolliffe
Mr P Williams

In Attendance: Mr N Bransden

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

The minutes of the meeting held on 6 February 2003 were agreed and signed as a correct record.

3.1 Matters Arising

ACTION

(i) **PL/66/01 72 Lower Street**

Members noted the District Council's response to the Parish Council's comments on the proposed signage.

(ii) **PL/107/02 Five Bells Public House – Section 106 Agreement**

Members noted that hoarding had been erected but that the Section a06 Agreement had not yet been received.

Clerk

(iii) **Environmental Cleansing**

It was reported that the resident of Cousins Way had still not removed his rubbish. It was agreed to seek legal advice and to write again.

Clerk

(iv) **Village Signs**

The design of the new village signs was displayed and all approved. It was agreed that the signs should be erected on a brick plinth as at Coldwaltham. Mark Weston should be asked whether he had any diagrams for the planning application.

Copies of a letter from WSCC were circulated. The sign north of the bridge could not be erected to the west of the highway due to insufficient space. Mrs Barnett, Mrs Speer and Mr Bransden undertook to check the height needed for the post at the site to the east of the highway.

CB/LS/NB

Mrs Speer undertook to provide the address of the owners of the Broomers Hill Lane site and it was agreed to write requesting their consent to a sign. Mr Williams undertook to assist with the drawings for the planning application.

**LS
Clerk
PW**

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| <p>(v) Risk Assessment
Mr Bransden reminded the Clerk of his offer to accompany SEEBORD on a routine inspection of street lights.</p> <p>(vi) Consultation on Amended Plans
Mr Jolliffe suggested that Pulborough Medical Group and other interested parties should be invited to address the Annual Parish Meeting. Members agreed.</p> <p>(vii) Main Car Park
It was reported that the issue of the number of recycling bins had not yet been raised.</p> <p>(viii) Tree Survey
Copies were circulated of a petition regarding the condition of the trees in Pocket Park. Mr Williams said that the trees in question were on the land owned by Harwoods. It was agreed to respond to the petition explaining the position and to write to Harwoods.</p> <p>(ix) Design Guidance on House Extensions
Mr Williams had attended a Pulborough Society meeting at which it had been reported that the District Council would shortly ask local parishes to consider small extensions and conservatories. Training would be given.</p> <p>Members noted the guidance. It was agreed to bring a map to the Committee's next meeting in order to allocate responsibility for visiting planning application sites in different parts of the Village.</p> <p>(x) Hanging Baskets
Mr Jolliffe said that he would ask Mr Lee about the return of waterer. It was agreed to retain the waterer in case it was needed in future.</p> <p>(xi) Horsham District Local Plan
It was agreed that the Information circulated was very helpful and should be circulated to other Councillors.</p> | <p>ACTION
Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>DJ</p> <p>Clerk</p> |
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4 COMMITTEE TERMS OF REFERENCE

This was covered well and all agreed. Members thanked Mr Williams for his work.

5 PLANNING APPLICATIONS

PL/123/02 (Amended) 61 Lower Street, Pulborough – Erection of a three storey block of 6 flats, car parking and access
No objection

PL/14/03 Penny Royal Cottage 68A Lower Street, Pulborough – Insert a basement window (Listed Building Consent)
No objection

PL/15/03 4 Downlands, Pulborough – Dormer Windows
Objection. The proposed design of the dormer windows does not comply with Horsham District Council's Design Guidance Advice Leaflet No. 1 on House Extensions

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PL/16/03 Penny Royal Cottage, 68a Lower Street, Pulborough – **ACTION**
Underpinning
No objection

PL/17/03 Holly House, Hillcrest Park, Lower Street, Pulborough –
Rear extension with balcony and front dormer windows.
No objection

PL/18/03 Coombelands Farmhouse, Coombelands Lane, Pulborough – Erection of 1 dwelling
No objection

PL/19/03 Garage Court Adj Dennis Court, Link Lane, Pulborough
– Erection of 1 bungalow
Objection – as previously for PL/52/02 to the proposed siting of the bungalow. The road and parking spaces – but not the garages – should be retained. This could be achieved by resiting the proposed bungalow to the Western end of the site.

PL/20/03 Berry Grove, Gay Street, North Heath – Re-positioning of detached garage/ store previously approved (PL/120/02)
No objection

PL/21/03 Broomers Hill Farm, Broomers Hill Lane, Pulborough –
Prior notification to install 7 antennas, 4 x 600 mm and 2 x 300 mm dishes, GPS antenna, cabinets, access gates and 5 m extension to compound
No objection

PL/22/03 Myrtle Cottage, Cray Lane, Pulborough – 2 stables and tack room
No objection **provided there is no burning of dung or bedding material within the site**

PL/23/03 4 Lyntons, Pulborough – Retention of conservatory
No objection

PL/24/03 Glebe Field, Old Rectory Lane, Pulborough – Surgery on 1 oak tree
No objection

PL/25/03 25 Masons Way, Codmore Hill – Retention of conservatory
No objection

Licence Applications

Co-op, 83 Lower Street, Pulborough – Transfer of the Justices Licence for the sale of intoxicating liquor by retail
Noted

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ACTION

Planning Appeal

PL/115/02 Wharf Cottage, 11 Lower Street, Pulborough

Noted

6 PLANNING APPLICATIONS – RESULTS

Application No.	Permitted	Refused	Withdrawn
PL/66/01	04/02/03		
PL/3/02	13/02/03		
PL/52/02			17/02/03
PL/132/02	07/02/03		
PL/133/02	31/01/03		
PL/1/03	20/02/03		
PL/2/03	24/02/03		
PL/6/03	20/02/03		

7 DOG WASTE BINS

It was agreed to request two more bins for Lower Street: one by Rivermead bus shelter and the other by the bus stop opposite Allfreys.

Clerk

8 PAYMENTS

		£
J Randall		405.97
Mark Weston	Village Signs	1,000.00
HDC	Village Sweeping	685.42
Southern Water	Pavilion	111.52
J Dorling	Salary	859.23
Inland Revenue	Tax + NI	444.74
Ash Reid Design	Playground Repairs	346.63

9 CORRESPONDENCE

1) Licence for New Public Notice Board in Car Park

Members noted that a licence had been issued to Pulborough Millennium Society. This would run from 17 February 2003 for 10 years.

2) West Sussex Waste Local Plan Deposit Draft

Mr Williams said that he had read the Plan and was happy with the content.

3) Horsham District Housing Needs Assessment

Members noted the Assessment.

4) Grass Verges on Spinney North and Glebelands.

Members noted the correspondence between Mr Taylor which had been circulated. Mrs Botting suggested a meeting with the County Council and Saxon Weald Homes to discuss the state of the pavement in Spinney North. It was agreed to ask Shirley Stone to walk round Spinney North one Tuesday with Mr Bransden.

Clerk/NB

5) Kissing Gate between Rivermead and the Wild Brooks

Copies of a letter from Mrs Kilford were circulated. Mr Jolliffe proposed that the Parish Council should seek to install kissing gates at both this site and at the end of Barnhouse Lane. Mrs Hompstead seconded and the

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| | proposal was agreed unanimously. It was agreed to enquire about possible funding from the Parish Council Initiative Scheme on the grounds that the gates would improve disabled access to the countryside. A letter would need to be written to Mr Cox. | ACTION

Clerk
Clerk |
| 6) | Community Information Signs
Copies were circulated of a letter from Simon Brett Associates who had been asked to draft a planning application for the signs. Mrs Botting and Mr Jolliffe said that they would meet Mr Brett on a Tuesday or Friday morning. | Clerk/JB/DJ |
| 7) | Routine Maintenance of Public Rights of Way
Copies were circulated of a letter from WSCC detailing the recent maintenance of footpaths. | |
| 8) | Community Police Event
An invitation had been received to meet the new Neighbourhood Policing Team on Wednesday 2 April. It was agreed that Mr Jolliffe and Mrs Dorling should attend. | DJ/Clerk |
| 9) | Christine Swan – Surprise Party
It was agreed to reserve one place for the Clerk or a Member. | Clerk |
| 10 | ITEMS RAISED BY COUNCILLORS | |
| 1) | The Moat
Mrs Barnett reported that the dog bins were still not being cleared on a regular basis. This needed to be sorted out with DSO. | Clerk |
| 2) | Rubbish
It was reported that the accumulation of litter in Pulborough was very bad and needed to be tackled. It was agreed to check the Litter Warden's duties. Mr Jolliffe undertook to speak to Ian Jopling at HDC to try to sort out Sopers.

It was agreed that letters should be written to Sainsbury's about litter outside their store and to the Co-op and residents in flats regarding their litter. | DJ

Clerk
Clerk |
| 3) | Rugby Pitch Fencing
Mr Jolliffe informed the Committee that the fencing had been erected but that it must be noted this was a temporary fixture. | |
| 4) | Dennis Court
Mr Williams reported that the road sign by the garage area had been broken for some time. | |
| 5) | Harwoods
Mrs Botting reported that Harwoods were parking tractors in Coombelands Lane below Oak House and that the road was in a terrible state. It was agreed to report this matter. | Clerk |
| 6) | Pallingham Lock Farm
Mrs Botting also reported that the grass verges had been damaged due to building work. It was agreed to report this matter to Highways. | Clerk |

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7) Broomers Hill Lane

Mrs Speer said that there were huge ruts in the banks of the road caused by large lorries. It was agreed to report this matter to Highways.

ACTION

Clerk

The meeting closed at 10.10 pm.

..... Chairman

..... Date