

PULBOROUGH PARISH COUNCIL

A meeting of the Planning & Services Committee was held at Pulborough Social Centre on Thursday 4 September 2003 at 7.30 pm.

Present: Mrs J Botting (Chairman) Mr P. Lee
Mr N Bransden Mrs C Barnett
Mrs N Hompstead Mrs L Speer
Dr A Tilbrook

In attendance: **Item 3** Mr Paul Rowley
Miss Sarah Hooper
Mr L Ampstead
Item 3 and PL/97/03 Mrs H Black
5 members of the public

1 APOLOGIES FOR ABSENCE

Mr M. Foster

2 DECLARATIONS OF INTEREST

None were declared.

3 LOCAL PLAN REVIEW

Mrs Botting welcomed Mr Paul Rowley, Deputy Director of Planning and Miss Sarah Hooper of Horsham District Council and thanked them for attending the meeting.

Mr Rowley outlined the arrangements for the Local Plan Review. He said that a new Local Plan would be produced next year covering the period to 2016. The format and content were uncertain because of the Planning and Compulsory Purchase Bill and uncertainties about the new Regional & Local Development Framework.

Mr Rowley said that the Committee's issues paper would help the District Council to understand the views and priorities in Pulborough. The District Council would also like to consult the Parish Council on a number of issues.

East Glebe was a big issue. The current Local Plan aimed to protect the Field from development and to maintain it as a public open space. The Diocese was trying to overturn this position and was also interested in developing the West Glebe. The District Council had said that some development might be allowed on the West Glebe provided the East Glebe was left as an open space. The Parish Council might wish to consider the extent to which it would support developing the West Glebe in order to protect the East Glebe.

The Parish Council's views on the following other possible development sites would also be welcome.

Riverside Concrete had been allocated as a reserve site for development after 2006.

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Oddstones site would be promoted by developers although this was essentially a green field site. If development was permitted, the whole area between the railway and Codmore Hill would be scrutinised.

The Toat Café site was a particular challenge. Whilst in urgent need of development, it was not suitable for housing because it was separate from the village, with an indifferent bus service and would rely on car use for access. The North Heath Service Station site suffered similar limitations and could lead to linear development along the A29.

Mr Rowley said that there was an opportunity over the next few months for the Parish Council to consider these points and he would be happy to return for a further discussion. Mrs J Botting thanked Mr Rowley and invited questions from the Committee.

There were a number of questions to which Mr Rowley's main responses were as follows:

- Designated Conservation Areas would be reflected in the new Plan.
- the District Council had been told that waste water systems were adequate for the District. Specific locations might need to be addressed and this would normally be a requirement on the developer.
- On the question of traffic on the A29, the District Council would seek to ensure that the issue was tackled but this would be through liaison with the relevant authorities.
- On the question of education, the District Council would happily talk to Head Teachers and liaise with education authorities over this very important issue.
- The South Downs National Park would want to prepare its own plan.
- On the question of facilities for sports and recreation, the draft Community Strategy would be available soon and would set out aspirations for the District. There was also a comprehensive audit of sports and leisure facilities by Consultants.
- On parking facilities for new developments, the national requirement was 1.5 spaces per dwelling. The District Council was working with the County Council on a new set of parking guidelines to allow different levels for rural and urban development.
- The position on the old allotments site was similar to that at North Heath Service Station in that the owners wanted full market housing value. The Parish Council should consider whether this site was preferable to other sites.

Mrs Botting thanked Mr Rowley and said that another meeting later in the year would be helpful. Mr Rowley said that he could help with a Village Design Statement. Mr Rowley and Miss Hooper left the meeting at 8.15pm.

4 MINUTES

The minutes of the meeting held on 7 August 2003 were agreed and signed as a correct record.

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4.1	Matters Arising	ACTION
(i)	Street Cleansing It was reported that Horsham Direct Services Organisation had responded to the effect that an officer would be in touch to arrange a meeting.	Clerk
(ii)	Kissing Gates The Clerk was reminded to write again to the owners of Brookgate Farm.	Clerk
(iii)	Christmas Decorations 2003 Mr Bransden offered to assist in moving the remaining decorations from the pavilion prior to inspection by Kirk Pearson. It was agreed to chase KP Electrical for a new inspection date, as they had already missed one. Mr Lee said that he had another contact should Mr Pearson fail to reply in two weeks	NB
(iv)	Notice Boards It was reported that the two new notice boards for the main car park had been ordered.	
(v)	Licence Application It was reported that the application in respect of The Rose and Crown had been withdrawn.	
(vi)	East Glebe Field It was reported that The East Glebe Field was now let for grazing.	
(vii)	The Field known as Camber, Nutbourne It was reported that the Planning Enforcement Officer had met the owner of the field. In Planning terms, the Mini Rugby Club was permitted to use the field for 28 days per year. However, if the posts were left in place on non playing days, these would count towards the 28 days. There was a supply of 'planings' (scrap tarmac) on an adjacent field and their reported use was to be rolled down for a car park. This was not permitted. The Enforcement Officer had been told that there was nowhere else for young people to play. The Chairman said that this was not the case and it was agreed that the Clerk should write to Dr Westlake to the effect that, whilst this was a generous gesture from the farmer, the Parish Council considered the use of the field for rugby inappropriate. It was agreed to raise this matter with the rugby club representative at the Recreation & Open Spaces Committee.	Clerk
5	FUTURE PLANS This item was deferred to the Committee's next meeting.	Clerk
6	PLANNING APPLICATIONS <u>PL/86/03 (parking arrangements) Corn Stores, Swan Bridge, Pulborough</u> – Change of use of part of shop to tea room/café No objection	

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PL/92/03 The Coach House, Toat Lane, Pulborough – **ACTION**
Conservatory and loft conversion with dormer windows
No objection

PL/93/03 Templemead House, Lower Street, Pulborough –
Surgery on various trees
No comment – unable to gain access

PL/94/03 52 Lower Street, Pulborough – Removal of existing lean-to and retention of single storey extension (listed building consent)
No objection

PL/95/03 Upper Nash Reservoir, Nutbourne Lane, Nutbourne –
Erection of temporary telecommunications base station, antennae, 2 microwave dishes, equipment cabin and cabinets
No objection on a temporary basis

PL/96/03 56 Lower Street, Pulborough – Demolition of existing single storey shop and garage (Conservation Area consent)
No objection **provided it is replaced by a suitable retail unit in character with the surrounding area**

PL/97/03 56 Lower Street, Pulborough – Replacing single storey shop and garage with shop and 2 flats over and associated parking

Objection. The proposed development is out of character with surrounding historical buildings within the Conservation Area. It is also out of scale with adjoining properties in terms of both overall size and height and represents an over development of the site. The Parish Council does not object to one residential unit over the proposed shop but two is considered excessive on a site of this size. The proposed extension of the ground floor area and the narrow access to parking at the rear will affect deliveries to neighbouring premises and provide a difficult egress for all vehicles, thus adding to congestion and creating hazards for pedestrians and vehicles on the main road. The Parish Council is also concerned that removing the bank at the rear will undermine adjoining land and suggests that a structural survey is needed. Whilst the Parish Council welcomes the proposal for a retail unit on this site, the proposed design is not considered suitable for general retail use of a kind needed in the Village.

PL/98/03 Toat House, Toat Lane, Pulborough – Construction of tennis court
No objection

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PL/99/03 Land to rear of Link Lane Garage Court, Pulborough – 1 new bungalow (and minor amendment to the parking arrangements of a dwelling already permitted PL/19/03)

No objection. **The Parish Council welcomes the new site layout, which permits sensible parking arrangements and the retention of the footpath. It would be helpful if the District Council could arrange for the footpath to be adopted.**

PL/100/03 `Olivers', Flat over London House, 58 Lower Street, Pulborough Change of use from office to residential

No objection. The Parish Council welcomes the return of this unit to residential use.

PL/101/03 Long Platt, The Street, Nutbourne – Placing vent in rear wall (Listed Building or Conservation Area Consent)

No objection

PL/102/03 Toat Farm, Toat Lane, Pulborough – Erection of hay, straw, machinery barn

Objection. The proposed barn is too close to the adjoining property and could constitute a fire hazard for the neighbouring residents. The design of the proposed barn is too narrow for the intended purpose. There are other more suitable unused barns on the property.

PL/103/03 Restharrow, The Street, Nutbourne – Conservatory

No objection

PL/104/03 2 The Spinney, Pulborough – Two storey rear extension

No objection

PL/105/03 Moncrieff Barn, Lower Street, Pulborough – Convert ground floor of existing outbuilding to fitness room and enlarge loft to form study (Listed Building Consent)

No objection

PL/106/03 Moncrieff Barn, Lower Street, Pulborough – Convert ground floor of existing outbuilding to fitness room and enlarge loft to form study

No objection

It was pointed out by Mrs J Botting, that it was perfectly in order for Councillors to visit application sites to view and to talk through proposals which otherwise might be invisible. It would, however, be advisable to attend in pairs.

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7 PLANNING APPLICATIONS – RESULTS

Application No.	Permitted	Refused	Withdrawn
PL/40/03		27/08/03	
PL/52/03		27/08/03	
PL/63/03		19/08/03	
PL/72/03	8/08/03		
PL/73/03	8/08/03		
PL/74/03	8/08/03		
PL/76/03	14/08/03		
PL/79/03	28/08/03		

8 PAYMENTS

		£
J Randall	Bowling Green	405.97
D J Flynn	Hanging Baskets	188.00
Arun Mowers	Mower Service	97.06
Ash Reid Design	Playground Inspection	129.25
ASHTAV	Annual Sub	25.00
E C Rose	Pavilion Painting	360.00
J Dorling	Salary+ Expenses	1,053.55
Inland Revenue	Tax + NI	498.05

9 CORRESPONDENCE

1) Swan Bridge

A map was shown, indicating the area around Swan Bridge that WSCC owned. Following a meeting with Shirley Stone, it was reported that WSCC would have no objection to the Parish Council tidying up the area and would give formal permission to do so on request. However, this area was within the Parish of Coldwaltham and their permission must be sought. Members supported the proposal to develop the area to permit parking and picnics and agreed that the Parish Council should take the lead. Mrs Barnett undertook to report the position to Mr Rob Aylott as Chairman of the Healthcheck Project and to suggest a meeting in early October.

CB

2) Sussex Police Authority Consultation

Details of the Local Area Policing Partnership (LAPP) meetings dates were circulated. The Steyning meeting on 7 October seemed most appropriate and Mrs Hompstead agreed to attend.

NH

3) Highways and Transport

Members noted a list of proposed schemes to be progressed if developer funding was secured. The Members were asked to suggest any ideas for Pulborough.

Members

4) Walberton

Members noted that the circulated article from Sussex Life indicated the variety of grants available.

5) The Wiggonholt Association

Members noted the Newsletter, particularly with reference to the Health Centre Public Forum.

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- 6) **South Downs Planning Conference**
A copy of the programme and venue for the inaugural South Downs Planning Conference on 20 October was noted. As there was only one place available, it was decided to book that place now so that a delegate could be decided nearer the time.

Clerk

- 7) **Worthing and Southlands Hospital Trust**
A leaflet, reporting the coming AGM of the above Trust was noted.

- 8) **Local Transport Plan**
Members noted receipt of the Annual Progress Report.

- 9) **CPRE**
Members noted the literature from the CPRE and the invitation to the seminar 'Understanding the Planning System'. A booking form was included and Members were asked to indicate their interest in attending the seminar and their views on whether the Parish Council should subscribe to CPRE.

Members

Asst Clerk

10 URGENT MATTERS RAISED BY COUNCILLORS.

- 1) **Domain Name**
Mr Barrett was asked to keep chasing the domain name.

The meeting closed at 9.50 pm.

..... Chairman

..... Date