

## PULBOROUGH PARISH COUNCIL

A meeting of the Planning & Services Committee was held at Pulborough Social Centre on Thursday 2 October 2003 at 7.30 pm.

**Present:** Mrs J Botting (Chairman) Mrs C Barnett  
Mrs N Hompstead Mrs L Speer  
Mr N Bransden Mr M. Foster

### District Councillor

Mr B Donnelly

**In attendance for Item 8:** 3 members of the public

### 1 APOLOGIES FOR ABSENCE

Mrs P Arculus (District Councillor)

Mr P. Lee

Dr A Tilbrook

### 2 DECLARATIONS OF INTEREST

Mr Foster declared an interest in PL/113/03 as the applicant was a neighbour and withdrew from the discussion of that application.

### 3 MINUTES

The minutes of the meeting held on 4 September 2003 were agreed and signed as a correct record.

#### 3.1 Matters Arising

#### ACTION

##### (i) Local Plan Review

Mrs Botting said that she had had a discussion with Mr Paterson following a visit by Mr Paterson and Mr Rowley to North Heath Garage. She reported that Mr Rowley might now be prepared to consider an application for two or three bungalows on the site if the Parish Council would support such an application. Mrs Botting also understood that Mr Rowley considered that the old allotments site on Stopham Road might be suitable for housing development.

Mr Paterson had reported that Mr Rowley viewed favourably the possibility of a Church hall and car park on the West Glebe Field on condition that there was no development of the East Glebe Field. Members thought this would be acceptable provided another access was created to the West Glebe Field. A circular route was suggested via the station.

Mrs Botting said that Mr Paterson had also suggested that the field at Oddstones would probably be developed for housing. Members expressed surprise, particularly since Mr Rowley had said recently that a need had not yet been established for the Riverside Concrete site. Mrs Barnett suggested that it would be preferable if the field could be used as a playing field.

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	<b>ACTION</b>
The Clerk was asked to check with Mr Paterson whether it would be appropriate to notify Mr Rowley of the Committee's views at this stage.	<b>Clerk</b>
(ii) <b>Kissing Gates</b> The Clerk was reminded to write again to the owners of Brookgate Farm.	<b>Clerk</b>
(iii) <b>Street Cleansing</b> It was reported that a meeting had been arranged with Mr John McArthur of Horsham Direct Services at 10.00 am on Tuesday 21 October.	<b>Members</b>
(iv) <b>Christmas Decorations 2003</b> It was reported that KP Electrical had undertaken to check the Christmas decorations on Monday. Mr Bransden said that he would try to be there.	<b>NB Asst Clerk</b>
(v) <b>Notice Boards</b> It was reported that the two new notice boards had been erected in the main car park.	
(v) <b>Domain Name</b> Mr Bransden confirmed that the domain name should be Pulborough.gov.uk. It was agreed that a cheque might be drawn outside the meeting to expedite registration.	<b>Asst Clerk</b>
<b>4 FUTURE PLANS</b> It was agreed that the Committee would bid for the following items to be included in the budget.	
1) <u>Hanging Baskets</u> It was agreed to bid for £1,000 in order to permit some additional baskets.  Members noted that the baskets had been removed and delivered to Mayfield Nursery. Mrs Botting proposed that Mayfield Nursery should be asked to prepare the hanging baskets again in 2004. Mrs Speer seconded and the proposal was agreed unanimously. Members noted that the Nursery had suggested that they might like to suggest a colour scheme.	
2) <u>Swan Bridge</u> Members agreed that the Committee's priority project should be to develop the area South of the bridge to provide access to the river, a picnic area and parking. In the absence of an estimate of costs, it was agreed to bid for £5,000 in 2003/04.	<b>Members</b>
3) <u>Street Lighting</u> Members agreed not to bid for additional funds for new work. Whilst there was always scope for improvements, the priorities had been tackled last year.	
4) <u>Christmas Lighting</u> Mr Barnett proposed that the Parish Council should budget to spend £3,000 again in 2004/05 and should apply for a grant of £1,500 from Horsham District Council.	

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### ACTION

It was suggested that a Christmas tree might be erected by Rivermead bus shelter. Mr Bransden undertook to explore whether it would be possible to obtain a temporary electricity supply.

NB

- 5) Seats  
Mr Bransden proposed that the Parish Council should install a seat in the vicinity of Rivermead bus shelter.
- 6) Village Design Statement  
It was agreed to also bid for funds towards the cost of preparing a Village Design Statement.

Members noted that the presentation of the action plan arising out of the Healthcheck Project might generate other projects.

### 6 PLANNING APPLICATIONS

PL/95/03 (amended) Nash Reservoir, Nutbourne Lane, Nutbourne – Erection of temporary telecommunications base station, antennae, 2 microwave dishes, equipment cabin and cabinets  
No objection

PL/107/03 Mount View, Stane Street, North Heath – Erection of 1 bungalow  
**Objection. The proposed double garage is excessive for a two bedroomed bungalow. A single garage with parking space would more than meet parking requirement.** The Parish Council does not object in principle to the proposed bungalow.

PL/108/03 Beedings House, Nutbourne Lane, Nutbourne – Retention and completion of tennis court and proposed fence  
No objection

PL/109/03 Little House, Tudor Close, Pulborough – Two storey extension replacing conservatory  
No objection

PL/110/03 Surgery, 95 Lower Street, Pulborough – 1 wall sign  
No objection

PL/111/03 Hill Farm, Hill Farm Lane, Codmore Hill – Erection of a hay barn  
No objection

PL/112/03 Cokehurst, Stopham Road, Pulborough – Erection of car port, equipment garage and garden store  
No objection

PL/113/03 The Deck House, Hill Farm Lane, Codmore Hill – Two storey side extension  
No objection

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PL/114/03 Turville Cottage, Tudor Close, Pulborough – Erection of car port **ACTION**  
No objection

PL/115/03 Tullens Toat, Pickhurst Lane, Pulborough – New agricultural building for sheep  
No objection

PL/116/03 Land adj Sunningdale Rise, Nutbourne Road, Nutbourne – Erection of bungalow and detached garage  
No objection

PL/117/03 Beedings House, Nutbourne Lane, Nutbourne – Erection of bungalow and detached garage  
No objection

### Planning Appeal

PL/43/03 Upper Nash Reservoir, Nutbourne Lane, Nutbourne – Erection of a temporary telecommunications radio base station with 20m high guyed pole, antennas, equipment cabin and cabinet  
Noted

### Licence Application

The Rising Sun, The Street, Nutbourne – Transfer of Justices' Licence  
No objection

## 6 PLANNING APPLICATIONS – RESULTS

Application No.	Permitted	Refused	Withdrawn
PL/73/02		26/08/03	on appeal
PL/40/03		27/08/03	
PL/50/03		27/08/03	
PL/52/03		27/08/03	
PL/55/03	29/08/03		
PL/79/03	28/08/03		
PL/80/03	04/09/03		
PL/81/03	28/08/03		

Copies of the Parish Council's Register of Planning Applications were circulated to Members.

## 7 PAYMENTS

		£
J Randall	Bowling Green	405.97
Arnold Martin	Shed Roofs	290.00
Greenbarnes	2 x Noticeboards	2,316.56
Rupert Cleaver	Tree Surgery	895.00
Royal & SunAlliance	Trustees Insurance	393.75
NRG	Photocopier	267.97
J Dorling	Salary + expenses	926.67
Inland Revenue	Tax + NI	498.05
HDC	Remuneration Panel	46.87
A C Pettendrup	Erect Noticeboards	148.72

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- | 8 | CORRESPONDENCE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | ACTION       |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
|   | <p><b>1) PL/96 and 97/03 56 Lower Street</b></p> <p>Members noted correspondence from the County Council, which showed the extent of the highway in respect of the above application. Mrs Botting said that the Parish Council had made representations to the District Council to retain the current building line. With Members' agreement, she invited Mr Stephen Suter to address the Committee.</p> <p>Mr Suter said that a previous planning application on this site had been refused in 1989 because of the effects on unloading. It was vital that this part of the Highway should not be blocked. It was invaluable to shops for unloading and to Pulborough Minibus. There had been a litter bin there since the 1970s and the area was valued by pedestrians as a place to stand and talk. It was also a unique feature of the village and part of the character of Lower Street.</p> <p>Mr Donnelly said that he and Mr Paterson had spoken to Mr Rowley who was aware of the position. It was agreed to write to the County Council's Legal Services in support of Mr Suter's points and to copy the letter to the Area Highway Manager, the District Council and Mrs Arculus.</p> |              |
|   | <p><b>2) Bollards outside 16 Lower Street</b></p> <p>It was reported that the Area Highway Manager had consulted the Parish Council about a proposal to erect bollards outside 16 Lower Street. Mr Donnelly said that the residents at 16a Lower Streets had made representations to District and County Councillors.</p> <p>Members considered bollards essential outside the three houses to prevent motorists parking on the pavement. The majority agreed that a bollard was also needed outside the door of the chemist's because persistent parking by the entrance endangered the steady traffic of pedestrians into the shop. It was agreed to notify the Area Highway Manager of the Committee's views.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Clerk</b> |
|   | <p><b>3) Pulborough Society Newsletter</b></p> <p>Members received a copy of the Newsletter for information.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |
|   | <p><b>4) Main Car Park</b></p> <p>With Members' agreement, Mrs Botting invited Mr Iain McGregor to address the Committee about his request for a permanent Right of Way over the District Council's car park to form a vehicular access into the rear of 85 Lower Street.</p> <p>Mr McGregor said that his proposal would permit deliveries to the rear of the florists' shop when it moved across the street and would thus relieve the pressure on Lower Street. It should only remove one parking space if the remaining spaces are remarked to include part of the hatched area.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Clerk</b> |

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Members were concerned about the adequacy of parking facilities in Pulborough and would be loathe to lose even one space. However, they considered that delivery to the premises in Lower Street would be so hazardous to pedestrians and cause such traffic congestion that the loss of one space was preferable.

**ACTION**

The majority of Members agreed the proposal provided:

- 1) the right of way related to the business use of the premises and could be withdrawn if the retail facility was converted to residential use.
- 2) there was an undertaking that all deliveries to the florists' shop would be to the rear of the premises.

The District Council's letter mentioned the rear access to Felicity Thorpe. Members regretted the loss of one disabled parking space in the car park and felt that the outcome was not as the proposal presented to the Parish Council. In any event, they did not consider that this current request would create a precedent.

It was agreed to respond to this effect to the District Council and to take the opportunity to raise the recycling issue again with the Director of Environmental Services. It was suggested that one newspaper bin should be removed and that the tin bin should be reduced by 50%. It would be pertinent to ask how long the bins took to fill.

**Clerk  
Clerk**

**5) Street Naming and Numbering**

It was agreed to suggest that the development at the Former Five Bells Public House Site should be named Bell House and Bell Close.

**Clerk**

**6) 10 Nutcroft**

It was agreed to send the response drafted by HDC Legal Services to Mr Haines.

**Clerk**

**7) East Glebe Field**

Members noted the Pulborough Society's suggestion that the Parish Council should undertake to pursue the possibility of a public meeting and/or explore the designation of the field as a village green. However, Members did not think that any action was appropriate at this stage in view of the delicate negotiations between the District Council and the Diocese.

**Clerk**

**8) The Future of Retailing in Rural Towns**

Members noted an invitation to an event to be held on Monday 27 October at Billingshurst Village Hall. Mr Bransden undertook to bring the event to the attention of Mr Suter.

**NB**

**9) Pulborough Village Sign**

Members approved the amended draft Licence Agreement for the proposed sign at the junction of Broomers Hill Lane

**Clerk**

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- and Stane Street. **ACTION**
- 10) Parish Housing Needs Surveys**  
Members supported the Clerk's initiative in asking that the Rural Housing Trust should undertake a Parish Housing Needs Survey for which the costs would be met by the District Council.
- 11) Autumn Bulbs**  
Members noted that the Parish Council had ordered 4 sacks of daffodils and 2 bags of mixed crocus bulbs. It was agreed that bulbs should be planted round the village signs, opposite Allfrey Plat and in the two troughs. Mrs Barnett, Mrs Botting, Mrs Speer and Mr Bransden volunteered to plant bulbs. Mrs Botting said that Mr Lee would probably help and to consider arrangements for planting **CB/JB/LS/  
NB/PL**
- 12) Tetramasts**  
Members noted an email from Mr Williams.
- 13) Sussex Downs Conservation Board**  
Members noted receipt of the Board's Annual Review for 2003-03.
- 14) Trees by Barnhouse Surgery**  
Copies were circulated of a letter from Pulborough Medical Group requesting help in removing the dead elms by the surgery. Mrs Barnett undertook to consult Mr Rob Aylott. **CB**
- 15) Festival of Christmas Trees**  
Members noted an invitation from the Rector to participate in the Festival but regretted that this would not be possible. **Clerk**
- 16) Watervoise Annual Report 2002-03**  
Members noted receipt of the report.
- 9 URGENT MATTERS RAISED BY COUNCILLORS.**
- 1) Rose & Crown**  
Mr Donnelly said that it was a great shame that the pub had closed.
- 2) High Visibility Jackets**  
Mr Bransden suggested and Mr Donnelly proposed that the Parish Council should purchase high visibility jackets carrying the name of the Parish Council. Mrs Botting seconded and the proposal was agreed unanimously. Mr Bransden undertook to investigate possible sources. **NB**
- 3) Stane Street Close**  
Mrs Barnett said that there was a lot of litter in Stane Street Close. She asked that this should be reported. **CB**
- 4) Litter Bins**  
Mrs Speer said that the bin by the telephone kiosk in Moat Lane was missing. **Clerk**

The meeting closed at 10.10 pm.

..... Chairman

..... Date