

PULBOROUGH PARISH COUNCIL
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MINUTES OF A PLANNING AND SERVICES MEETING
HELD ON THURSDAY 6th September 2007
AT THE SPORTS PAVILION

PRESENT: Cllr Mrs Black (Chairman), Cllr Boulton (Vice Chairman), Cllrs Mrs Botting (from 7.45pm), Mrs Lawson, Noble.

IN ATTENDANCE: Cllr Donnelly (District Councillor) and Mrs L Hoff (Clerk).
The meeting opened at 7.31pm

59. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Mrs Barnett, Denison and Mrs Watson. Cllr. Mrs Botting sent apologies stating she would be late.

60. DECLARATIONS OF INTEREST

There were no declarations of interest.

61. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 2nd August 2007 and 16th August 2007 as a true and accurate record of the proceedings and the Chairman signed them.

61.1 Matters Arising

The Clerk advised members she had received a telephone call from EDF Energy, stating the lighting column in the footpath adjoining 11 The Moat was being installed the week beginning 28th August 2007. It would be a further two weeks before the electricity cables were made live.

62. ADJOURNMENT FOR PUBLIC SPEAKING

There were no members of the public who had given notice of wishing to speak.

63. PLANNING APPLICATIONS

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

64. DECISIONS

The Chairman reported the decisions received and appeals lodged.

65. SILVER JUBILEE VIDEO

The Clerk advised the Committee of the price of transferring the copy of the Silver Jubilee video onto DVD as being £100. As this was to include digital colour correction and marrying up the separate commentary, this was thought to be a very reasonable price. The Clerk was instructed to order a copy. There was also a copy of the V J Day celebrations on video, which would cost £25 to transfer straight onto DVD. A Councillor offered to do this free of charge and this was agreed with thanks from the members.

66. ADDITIONAL ITEMS FOR THE PLANNING AND SERVICES

66.1 Report on Surface Water Drainage in the Sports and Social Club Car Park.

Councillors received the report from CJ Uden & Co suggesting remedial action be taken to improve the surface water drainage in the car park. A Councillor asked that a quotation be requested from Udens, as the contractor who had agreed to do the work for the Social Club, was very busy.

The Clerk was also asked whether the insurance company had been informed of the accident which had occurred when someone fell down the manhole chamber, where a manhole cover had not been correctly replaced on the day Udens had done their survey. The Clerk informed members she was awaiting a telephone call from the Bar Manager to give her the full details of the incident. A Councillor stated he would ensure the Bar Manager rang the Clerk early the following week, as he was on holiday at present.

66.2 Councillors' Training

Members were informed the Clerk was unavailable on the evening of 8th October 2007, for the forthcoming training session. It was agreed it should be moved to Monday 15th October 2007, starting at 7.30pm.

66.3 Christmas Lights

The Committee was asked to decide where the Christmas lights should be erected this year, to allow the Clerk to obtain quotations and the grant. The Clerk was instructed to check the budget to see how much was available for new lights. It was agreed to take the advice of Danny Flynn, who usually installed the lights for the best positions. It was hoped that from the Swan Corner towards the Railway Station could be included this year, along with Arundale School, Fowlers and from Alfrey Platt to the site of the Red Lion. Members wanted the large fir tree to be lit again this year and the Clerk was instructed to obtain the owner's permission.

66.4 Stolen No Smoking Signs

The Clerk advised members that the No Smoking signs were being removed from the bus shelter by the Railway Station on a daily basis. It was suggested the bus companies be approached to see whether it would be possible to put a small sign within their sealed time table noticeboard.

66.5 Society of Local Council Clerks Sussex Branch Meeting.

The Committee agreed that the Clerk should attend the meeting on 20th September 2007 and that notices should go up immediately, informing residents the Parish Council Office would be closed on that day.

67. DISTRICT COUNCILLOR

Cllr Donnelly reported that HDC were still trying to decide what to do with the Old Town Hall, as it would cost £750,000 to repair. It is at present used by the Registry Office.

He also advised members that the parking fees for Horsham car parks would rise soon but to note they had not risen in three years.

68. REPRESENTATIVES

The Clerk reported she had attended a meeting with members of the HDC Planning Department along with 16 other Clerks. The meeting had been successful and it was planned to hold them on a six monthly basis. There

were also to be planning training sessions in the New Year, which would be open to Clerks and Councillors.

Cllr Mrs Botting reported on the meeting she had attended with Cllr Mrs Black and Paul Addison of WSCC Highways. A letter had been received by the Clerk from WSCC Highways, stating the work outside St Mary's School would be included in the 2008 programme. Paul Addison was annoyed, as this work should have gone ahead during the October 2007 half term. It would definitely be included in this year's financial budget. An extra £7000 was now needed and HDC will be asked for the extra. It had been noted there was now a vehicle counter outside the school.

69. CORRESPONDENCE

The Correspondence is attached to these Minutes as Appendix 2.

70. URGENT MATTERS RAISED BY COUNCILLORS

Cllr Mrs Botting advised the Committee that Cllr Paterson, District Councillor had requested that the Clerk put up posters all over the village, advising residents of other Post Offices in Billingshurst, Petworth, Storrington and West Chiltington and to include bus timetables. This was to be treated as a matter of urgency, following the closure of the Post Office in Pulborough.

She also advised members she had been invited to the Arundale School Open Day. The Clerk was instructed to write to HDC, requesting a minimum of five parking permits for the school staff, as this would stop them having to park on the main road.

Cllr Mrs Botting reported that a car park warden employed by a security company on behalf of Tesco, was preventing drivers from returning within two hours. She had called into the new pharmacy and found absolute chaos, with no system for handing in or collecting prescriptions. It was now taking three days instead of two for repeat prescriptions. The Clerk was instructed to write to the doctors to express the Parish Council's displeasure

Cllr. Noble advised there were very bad potholes by the bridge in Church Close. It was necessary to drive on the wrong side of the road to avoid them. The Clerk was instructed to advise WSCC Highways accordingly.

71. PAYMENTS

RESOLVED: that the payments of the following cheques be approved and signed:

Burgess & Randall	£6.58
H Barrett	£12.60
Burgess & Randall	£64.46
L Hoff	£66.28
Viking Direct	£24.99
Bel Signs	£511.84
CJ Uden & Co	£329.00

The meeting closed at 9.35pm

.....Chairman

PULBOROUGH PARISH COUNCIL
RECOMMENDATIONS OF THE PLANNING & SERVICES COMMITTEE
MEETING HELD ON THURSDAY, 6th SEPTEMBER 2007.

1. PLANNING APPLICATIONS

The Committee considered the following planning applications:

DC/07/1212 – Land North of Church House, Church Place, Pulborough

Erection of 8 dwellings and new access off Bell Close, with associated alterations to listed wall.

OBJECTION on the grounds that the proposal would fail to preserve or enhance the character or appearance of the Conservation Area; it is setting a precedent and is not an allocated housing site; the wall planned to be demolished is of special historic interest and due to the proximity to the Church, the site still requires a full architectural survey.

DC/07/1556 – 33 Mason’s Way, Codmore Hill, Pulborough

Amended plans to external features.

No objection

DC/07/1784 – Tullens Toat, Pickhurst Lane, Pulborough

Re-siting of all-weather menage approved under DC/06/2725.

No objection

DC/07/1813 – Myrtle Cottage, Cray Lane, Codmore Hill, Pulborough

Removal of existing outbuilding and shed and erection of 3-bed dwelling.

No objection

2. TREES

DC/07/1871 – Gardens at Skeyne Drive, Pulborough

Surgery to a Willow and Conifers on the East boundary, a Eucalyptus, Bamboo and Fir trees on the West boundary.

No objection

3. LICENSING APPLICATIONS

To Committee considered the following licensing application:

LI/07/0270/PREM – Takanzo (Formerly Swan Bar and Restaurant), 19 Swan Corner, Pulborough

New premises application – opening hours.

No objection

(E-mailed to Horsham District Council – Planning Department)

- 1.) **Wind Turbine at Ringmer – LW/07/0077**
Members noted the Secretary of State has called in the application for her own determination. Any representations must be sent in writing to the Planning Inspectorate by 26th September 2007. Previously copied to Committee.
- 2.) **Street Naming & Numbering**
The Committee received the new postal address for the development on the former Riverside Concrete Works and Spiro Close, Pulborough.
- 3.) **Southern Railway – Reserving Seats**
Members noted the letter from a Councillor to Southern Railway and its reply, concerning making seat reservations at Pulborough station. Previously copied to Committee.
- 4.) **WSCC – Planning Application DC/07/0760 – Oddstones, Stane Street, Codmore Hill, Pulborough**
The Committee received the reply to a letter from the Clerk, concerning construction and residential traffic using Stane Street Close to access the above development. Previously copied to Committee.
- 5.) **Cllr Ellis- Pulborough Handicapped Transport Schemes – Interim Report**
Members received the interim report and noted the request to offer support to obtain additional volunteer drivers. It was thought to be a very good report. Previously copied to Committee.
- 6.) **Letter from Saxon Weald re Footpath between The Moat and Link Lane**
Members noted that the nettles and brambles would be cleared within the next few weeks. This item was copied to Committee.
- 7.) **Email from the Support St Richard’s Campaign**
The Committee received a copy of an email from the Chairman of the Support St Richard’s Campaign. This item was copied to Committee.
- 8.) **WSCC – Consultation on two options for the distribution of Gypsy and Traveller caravan sites in West Sussex**
Members received the consultation document and noted the response form must be returned by 28th September 2007. Cllr Mrs Botting took the document to do the response.
- 9.) **Licensing Act 2003 – Removing DPS requirement for Village Halls and Similar Community Buildings**
The Committee received notification of Government proposals to remove various requirements. This item was copied to Committee.
- 10.) **South East Planning Aid**
Members received a leaflet concerning the work of South East Planning Aid.
- 11.) **HDC Solicitor’s Department – DC/07/0093 Mare Hill Galleries**
The Committee received the Unilateral Undertaking Document and to note a contribution of £1950 is for transport schemes in the Parish Council area of Pulborough.

- 12.) Government Office for the South East – Regional Spatial Strategy for the South East (The South east Plan) – Publication of the Panel Report**
Members received the report in disk form and noted this was for information only. Representations are not invited on its recommendations.
- 13.) Operation Crackdown**
Members received a copy of a leaflet requesting the recording on-line of anti-social driving.
- 14.) Life is for Living**
The Committee received an invitation to attend the “Life is for Living 2007” event on Thursday 13th September 2007 at Broadbridge Heath Leisure Centre.