

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

PRESENT: Cllr Mrs Black (Chairman), Cllr Boulton (Vice Chairman), Cllrs Mrs Barnett, Mrs Botting, Denison, Mrs Lawson, Noble and Mrs Watson.

IN ATTENDANCE: Cllr Donnelly (District Councillor) (from 7.36pm) and Mrs L Hoff (Clerk).

The meeting opened at 7.30pm

106. APOLOGIES FOR ABSENCE

There were no apologies for absence.

107. DECLARATIONS OF INTEREST

There were no declarations of interest.

108. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 1st November 2007 and 15th November 2007 as a true and accurate record of the proceedings and the Chairman signed them.

108.1 Matters Arising

There were no matters arising.

109. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman adjourned the meeting at 7.32pm, to allow Mr Robert Houston to speak for two minutes on agenda item 7. Mr Houston had previously advised the Clerk of his wish to address the Committee, as per Standing Order number 23.

The meeting was reconvened at 7.35pm.

110. PLANNING APPLICATIONS

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

111. DECISIONS

The Chairman reported the decisions received and appeals lodged.

112. NOTICE OF ENFORCEMENT APPEAL EN/21/2007& EN/22/2007

The Committee discussed the appeal at length. It was **AGREED** the Council would fully support the Enforcement officers in their objections to the appeal and the Clerk was instructed to contact them to offer assistance and information.

113. UPDATE FROM DJ FLYNN SERVICES

The Committee was informed that D J Flynn Services had reported a large increase in the amount of litter being discarded along the A29 between Tesco

and Stane Street Close. The Clerk was instructed to write to HDC's Street Scene Wardens for advice in tackling the problem.

Mr Flynn had also suggested the Parish Council request a larger Environmental Cleansing Grant from HDC, due to the number of new houses being built in Pulborough. The Committee realised no increase had been requested in the past, despite there being many new estates. The Clerk was instructed to contact HDC for an increase in the grant, following receipt of a comprehensive list of new homes from the members.

The Clerk reported that Harwoods had agreed to clear the stream in Pocket park of litter and HDC had agreed to clear the bank.

114. ADDITIONAL ITEMS

114.1 Half-yearly Playground Inspections by ARD

The Committee was asked to accept the report and prioritised recommendations of ARD Ltd.

Cllr Mrs Botting proposed the motion and it was seconded by Cllr Mrs Barnett. It was **RESOLVED** that all Priority 1 work was to be done as a matter of urgency.

The Clerk was instructed to determine how quickly the work could be done and to ascertain the cost of doing Priority 1 and Priority 2 work at the same time.

The Clerk was also to contact HDC to request the litter bin in the Masons Way play area be emptied on a weekly basis.

115. CORRESPONDENCE

The Correspondence is attached to these Minutes as Appendix 2.

116. URGENT MATTERS RAISED BY COUNCILLORS

A Councillor advised there was a problem with the drains in Rectory Close and water a few inches deep completely covered the road. The Clerk was instructed to advise WSCC Highways and ask it be cleared as a matter of urgency.

It was reported there was a large rut in the surface of the Moat, opposite Downlands and outside a property called "Diggers". This was following a trench dug by contractors and not correctly filled in. The Clerk was instructed to inform WSCC Highways, reminding the department it was an ambulance route.

A Councillor informed members a post had been removed from outside No. 2 Rectory lane to allow cars to park on the verge. The Clerk was instructed to advise WSCC Highways.

It was also reported that the drain and ditch in the Public Right of Way parallel to Rectory Lane and outside "Lane End" were again flooding. The Clerk was instructed to request WSCC Public Rights of Way department treat this as a matter of urgency as pedestrians were unable to use this route following bad weather.

Cllr Mrs Botting reported on her meeting with Paul Addison of WSCC Highways. Mr Addison had suggested the Parish Council ask the Pulborough

Community Partnership to complete the Village Design Statement, as HDC would take this into account when considering new housing developments. It was suggested the Community Partnership be asked to carry out a survey of where and how residents would like to see such developments. It was also recommended that all driveways on new sites should be permeable.

Cllr Mrs Botting advised members the developers of the Rivermead site were now involved in a Health and Safety issue over the footpath crossing the railway line. British Rail was involved and may have to either put a bridge over the railway line or close the footpath. As this was the logical way for pupils to go to school or residents to walk to Sainsbury's, it was agreed the Parish Council would strongly object to the closure of any footpaths.

A Councillor reported that trees had been cut down and bollards smashed at the entrance to New Place Road. The Clerk was instructed to contact Vince Tipper at WSCC Highways to ask for the bollards to be replaced as there was a fear cars would be parked on this small area of open space.

The Clerk was also instructed to report the danger of the lack of pavement outside the Colonnades to Mr Tipper, as traffic was treating the footway as part of the road.

A Councillor reported there was a ramp protruding from Oakhurst in West Chiltington Road, which had been put there because of flooding. There had previously been a white line around the ramp but this had worn away, so traffic were unaware of its existence and may drive into it. The Clerk was instructed to advise WSCC Highways of the danger.

Cllr Boulton advised members there had been further flooding outside the Club and there were 3 dustbins inside catching the water from the leaking roof. The Clerk advised that Cllr Barrett had had a meeting with a representative of EP Clark, who was arranging for quotations for various drainage work at the pavilion car park. The Council could then choose which options would be most suitable.

Cllr Mrs Watson asked for a vote of thanks for Cllr Quedstedt, who had worked with EDF Energy to get the lighting repaired in Batts Lane.

Cllr Boulton thanked the Clerk for all her hard work in getting the lighting put into the footpath adjacent to 11 The Moat.

Cllr Mrs Black reminded members this was the last meeting of the year and wished them all a Happy Christmas.

117. PAYMENTS

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

Mark Weston	£55.00
S Norman	£3.45
Sussex Internet	£176.25
JR Sports	£450.03
Land Registry	£30.00
H Barrett	£13.23
SLCC	£145.00
Burgess & Randall	£32.11
Viking Direct	£42.55

Clearway	£188.00
L Hoff	£55.95
S Norman	£50.00

The meeting closed at 9.28pm

.....Chairman

.....Date

**PULBOROUGH PARISH COUNCIL
Recommendations of the Planning & Services Committee meeting held
on Thursday, 6th December 2007.**

1. PLANNING APPLICATIONS

The Committee considered the following planning applications:

DC/07/2367 – 95 Glebelands, Pulborough

Single and 2-storey side and rear extension.

Withdrawn on 6th December 2007

DC/07/2470 – Takanzo, 19 Swan Corner, Pulborough

Change of use from wine bar and restaurant to wine bar, restaurant and take-away.

No objection

DC/07/2471 – Takanzo, 19 Swan Corner, Pulborough

Variation of opening hours under condition 5 of planning application DC/04/1259 to include New Year's Eve until 3am and Chinese New Year until 1am.

Objection. The Committee feels that, in such a densely populated area of Pulborough, 1 a.m. is late enough for New Year's Eve. Members also recommended that the extension for the Chinese New Year of 6th – 9th February should be for one night only.

DC/07/2478 & DC/07/2483 – 147 Lower Street, Pulborough

Demolition of existing garage and erection of replacement garage with store over and summer room at rear and (Listed Building Consent).

No objection

DC/07/2499 – Brookview, Station Road, Pulborough

Single-storey rear extension.

No objection

DC/07/2500 – 2 Wildbrooks Close, Pulborough

Single storey extension.

No objection

DC/07/2565 – The Rosary, Nutbourne Common, Pulborough

Two-storey extension comprising garage and workshop with living accommodation over.

No objection

DC/07/2584 – Field Cottage, West Chiltington Road, Pulborough

Detached garage/car port/ log store.

No objection

DC/07/2623 – Woodleigh, Nutbourne Lane, Nutbourne, Pulborough

Demolition of existing garage and conservatory and erection of single-storey extension and loft conversion incorporating dormer window.

No objection

CORRESPONDENCE

6th December 2007

- 1. HDC – Horsham District Local Development Framework Site Specific Allocations of Land DPD: Adoption**
Members received the hard copy of the adopted Horsham District Site Specific Allocations of Land (2007), which was taken by Cllr Denison to peruse.
- 2. HDC – Council Secretary and Solicitor’s Department Memorandum**
The Committee received the Section 106 Agreement – Completion Memorandum with regard to the Land at Coppice Hanger, Church Hill, Pulborough. The Clerk was instructed to contact HDC to request the funds for transport be allocated to the footbridge on the A29, over the railway and the monies for the community be allocated to the building of the new pavilion, if the development went ahead.
- 3. HDC – The Listing of Buildings**
Members received guidance notes on the identification and designation of Listed Buildings. Previously copied to Committee.
- 4. NHS Foundation Trust – Foundation Trust Application**
The Committee received the information regarding the application to become an NHS Foundation trust and noted comments were required by 28th December 2007. Members agreed the documents should be handed to Cllr Ellis for his information.
- 5. Fowlers Estate Agents**
Members receive a letter from Fowlers concerning the Christmas street lighting, requesting more should be done for that end of the village. The Clerk was instructed to reply stating there were no funds available for this year but it would be born in mind for Christmas 2008. Previously copied to Committee.
- 6. Horsham & District Citizens Advice Bureau**
The Committee noted a CAB project to advise older people of the benefits they can claim by way of visiting day centres and lunch clubs. Members were asked for referrals to the new project. It was agreed copies of the correspondence should be sent to Jean Seagrim and Betty Evans. Cllr Mrs Lawson asked for a copy to go on the Parish noticeboard at Nutbourne
- 7. T E Judd**
The Committee received a letter from T E Judd enclosing a proposed layout for the site at Coppice Hanger. As Cllr Mrs Black had received a telephone call from Mr Judd, asking for a private meeting, the Committee refused to look at the proposed layout. Cllr Mrs Black’s displeasure at receiving the call was noted. Previously copied to Committee.

- 8. NatWest re Parish Council Signatories**
Members received a letter from NatWest stating Cllr David Boulton is not a signatory and therefore **all** signatories must sign a new mandate. As this was the third occasion when Cllr Boulton had been asked to call into the branch with identification, the Clerk was instructed to obtain details of accounts supplied for Parish Councils from other banks.
- It was also noted that the Nat West mandate would need to be completed by all signatories and a resolution passed by full Council to accept the NatWest as the Council's bankers.
- 9. WSCC – (Horsham District) (Parking Places and Traffic Regulation)**
Councillors noted the web-link for responding to the prohibition of waiting around the new roundabout on the A29 by Stane Street Close and delegated a member to reply. Previously copied to Committee.
- 10. HDC – Council Secretary and Solicitor's Department Memorandum**
The Committee received the Deed of Variation – Completion Memorandum with regard to the site at Downview and Riverside Concrete, Pulborough.
- 11. The Planning System – How it Works**
Members noted a training seminar was to be held at the Sussex Rural Business Centre, Plumpton College, near Lewes on 26th February 2008 and agreed that Cllr Mrs Watson should attend.
- 12. Action in Rural Sussex – Housing Need Survey in Pulborough**
The Committee noted the 1st draft was available and comments were required by 14th December 2007. As the document is 20 pages long and arrived by email, members agreed the Clerk should forward it to Cllr Noble to read and respond on behalf of the Council.
- 14. Pocket Park**
Members received a message from WSCC Highways concerning the flooding at Pocket Park and agreed to have the barriers removed to allow a digger to dredge the stream.
- 15. P D Plumbing**
The Committee accepted a quotation for guttering work required at the Pavilion and instructed the Clerk to ask Mr Day to go ahead with the work as a matter of urgency. Previously copied to Committee.