

PULBOROUGH PARISH COUNCIL  
Swan View, Lower Street  
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West Sussex RH20 2BF  
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**MINUTES OF A PLANNING AND SERVICES MEETING**  
**HELD ON THURSDAY 1<sup>st</sup> May 2008**  
**AT THE SPORTS PAVILION**

**PRESENT:** Cllr Mrs Black (Chairman), Cllrs Mrs Botting, Denison, Mrs Lawson and Watson.

**IN ATTENDANCE:** Cllr Donnelly (HDC), 3 representatives of Crayfern Homes, 10 members of the public and Mrs Hoff (Clerk).

*The meeting opened at 7.30pm*

*Cllr Mrs Black welcomed all present and advised them they were all welcome to stay for the entire meeting.*

**176. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs Barnett.

**177. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**178. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 3<sup>rd</sup> April 2008 and 17<sup>th</sup> April 2008 as a true and accurate record of the proceedings and the Chairman signed them.

**178.1 Matters Arising**

There were no matters arising from either set of minutes.

**179. PRESENTATION BY DAVID HARRIS ON 8-10 LOWER STREET**

The Chairman adjourned the meeting at 7.32pm for a presentation by David Harris from Crayfern Homes.

Mr Harris showed diagrams of various options that had been considered for the site on 8-10 Lower Street and recounted in detail the final plans that would be submitted to the Planning Authority.

A question and answer session between the developers and the Committee followed.

The suggestions of the Committee were noted by the developers, who promised to plant an Indian Bean tree if the application is successful.

The Chairman reconvened the meeting at 8.10pm

**180. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman adjourned the meeting at 8.11pm

Having given formal notice, Mrs Godden was invited to speak for two minutes on agenda item 4 – the presentation by David Harris.

The Chairman reconvened the meeting at 8.13pm.

**181. PLANNING APPLICATIONS**

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

**182. DECISIONS**

The Chairman reported the decisions received and appeals lodged.

**183. STREET LIGHTING CONTRACT**

After a brief discussion, it was agreed that the Responsible Finance Officer should be asked to study the quotations from, WSCC and EDF Energy.

**184. REPAIR TO STREET LIGHT IN EAST GLEBE FIELD**

The Committee received the quotation for repairs to the street light in East Glebe Field and RESOLVED to accept the quotation.

**185. ALPHA COTTAGES SIGN**

Members received the request for a sign for Alpha Cottages, following the theft of the original. It was noted that this was not the responsibility of HDC. However, as the majority of the cottages are Saxon Weald properties, the Clerk was instructed to forward the request to Saxon Weald.

**186. COMMUNICATIONS TEAM**

The Communications Team had requested any items of interest from the Committee for inclusion on the website, newsletter or for the local newspapers. It was suggested the presentation from Crayfern Homes should be included. The Clerk was instructed to ascertain from Mr Noble whether the items were for the Parish Office or for the Communications Team.

**187. QUOTATIONS FROM DJ FLYNN SERVICES**

The Committee accepted the quotations from DJ Flynn Services for erecting and watering the hanging baskets. The Clerk was instructed to obtain confirmation that Mr Flynn was licensed and trained in the use of weed suppressants for the Allotment site and that anything he used was not harmful to animals.

**188. CORRESPONDENCE**

The Correspondence is attached to these Minutes as Appendix 2.

**189. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

There were no matters raised by Councillors.

**190. PAYMENTS**

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

HALC	£15.00
Burgess & Randall	£107.18
Pulborough Social Centre	£86.10
Viking Direct	£52.20

Primus	£9.94
PD Plumbing	£246.81
Queensbury Shelters	£3791.73
Queensbury Shelters	£4567.81

***The meeting closed at 9.05pm***

.....Chairman

.....Date

**CORRESPONDENCE**

1<sup>st</sup> May 2008

1. **SEERA – South East England Regional Housing Strategy 2008-11**  
Members received a copy of the Regional Housing Strategy and noted the copy will be held in the Parish Office. The Chairman took the document to study.
2. **HDC – Strategic Housing Land Availability Assessment**  
The Committee received a Draft Project Brief and Methodology and noted any comments are required by 2<sup>nd</sup> June 2008. Members noted they were asked to provide a list of potential housing sites on the enclosed Site Assessment Form and the documents were taken by Cllr Mrs Botting to study.
3. **HDC – Rural Affordable Housing Strategy**  
Members received a copy of the Rural Affordable Housing Strategy and noted the document will be held in the Parish Office.
4. **Horsham Design Statement**  
Members received the Horsham Design Statement and noted the consultation period ends on 30<sup>th</sup> May 2008. The document was taken by Cllr Mrs Watson to study.
5. **HDC- Corporate Plan 2008-2011**  
The Committee received the HDC Corporate Plan, which was taken by Cllr Denison to study.
6. **Southern Water Draft Water Resources Management Plan**  
Members received the Draft Water Resources Management Plan and noted the consultation period will end on 25<sup>th</sup> July 2008. The document was taken by Cllr Mrs Lawson to study.

**Recommendations of the Planning & Services Committee meeting held  
on Thursday, 1<sup>st</sup> May 2008.**

**1. PLANNING APPLICATIONS**

The Committee considered the following planning applications:

**DC/0807/2695 – Coppice Hanger, Church Hill, Pulborough**

Amendment.

**Objection** on the grounds that nothing has been done to answer the objections of the Inspector; there is a worsening of the traffic dangers; there is nothing innovative or attractive about the designs of the houses, which are not in keeping with the surrounding buildings and structures within this Conservation Area or the views from outside. However, if the application is permitted, the Council would ask for any s106 monies to be allocated to the Parish for community projects.

**DC/08/0719 – Blakewood Stables, Blackgate Lane, Pulborough**

Replacement 2-bed dwelling.

**No objection**, providing the proposed building is not in addition to the previously permitted house for the manager.

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**MINUTES OF A PLANNING AND SERVICES MEETING**  
**HELD ON THURSDAY 3<sup>rd</sup> April 2008**  
**AT THE SPORTS PAVILION**

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

**IN ATTENDANCE:** Mrs L Hoff (Clerk).

*The meeting opened at 7.30pm*

**162. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Denison.

**163. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**164. MINUTES**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held on 6<sup>th</sup> March 2008 and 20<sup>th</sup> March 2008 as a true and accurate record of the proceedings and the Chairman signed them.

**164.1 Matters Arising**

Lighting in Church Place – The Clerk advised members she had had a long conversation with Andy George, EDF Energy, who required a precise location of the missing lamppost. This was supplied by a Councillor on 18 March but Mr George had been away, returning on 3 April 2008. A message was left asking him to contact the Clerk.

Lighting West Mare Lane- the Clerk informed members she is trying to ascertain which contractors requested the lighting be disconnected and is awaiting call from Mr George with information.

**165. ADJOURNMENT FOR PUBLIC SPEAKING**

There were no members of the public wishing to speak.

**166. PLANNING APPLICATIONS**

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

**167. DECISIONS**

The Chairman reported the decisions received and appeals lodged.

**168. BOLLARD IN OLD RECTORY LANE BRIDLEWAY**

The Committee was informed that originally a scaffolding pole had been in place, holding up a fence. This was not on the bridleway. The contractors working at Lane End had removed the scaffolding pole and the fence had fallen down, leaving a gap wide enough for a car to get through along the bridleway. Councillors were also concerned that vehicles using the bridleway

to get to Lane End were travelling too fast, as this route is used by elderly residents from Rectory Close and by parents with pushchairs. The Clerk was instructed to contact Cllr Mrs Arculus (WSCC) as members felt this should be raised as an urgent safety issue.

**169. CORRESPONDENCE**

The Correspondence is attached to these Minutes as Appendix 2.

**170. URGENT MATTERS RAISED BY COUNCILLORS**

There were no urgent matters raised by Councillors.

**171. PAYMENTS**

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

Keen Fencing	£2268.60
Primus	£7.97
EDF Energy	£330.54
JR Sports Turf Contractors	£450.03
DJ Flynn Services	£881.25
J Noble	£29.32
Pulborough Social Centre	£462.50

***The meeting closed at 8.24pm***

.....Chairman

.....Date

**CORRESPONDENCE**

3<sup>rd</sup> April 2008

**1. Southern Water /4Delivery Ltd**

The Chairman of the Committee completed a survey as requested by Southern Water/4Delivery Ltd.

**2. HDC – Smoking Related Litter Campaign**

Members receive notification from HDC concerning a campaign to be held at a future date in Pulborough and to supply a list of “hot spots” with regard to smoking litter in the area. Previously copied to Committee.

**3. The Traffic Management Act**

The Committee received details of the Traffic Management Act 2004, which came into force on 31<sup>st</sup> March 2008. Previously copied to Committee.

**4. HDC – Tree Preservation Order**

Members received notification of a Tree Preservation Order in the car park, 23 London Road, Pulborough.

**PULBOROUGH PARISH COUNCIL**  
**Recommendations of the Planning & Services Committee meeting held**  
**on Thursday, 3<sup>rd</sup> April 2008.**

**1. PLANNING APPLICATIONS**

The Committee considered the following planning applications:

**DC/07/2695 – Coppice Hanger, Church Hill, Pulborough**

Erection of 7 dwellings (comprising 3 x 5-bed, 1 x 4-bed, 1 x 3-bed and 2 x 2-bed dwellings) with associated works and alterations to access.

**Objection** on the grounds that nothing has been done to answer the objections of the Inspector; there is a worsening of the traffic dangers; there is nothing innovative or attractive about the designs of the houses, which are not in keeping with the surrounding buildings and structures within this Conservation Area or the views from outside. However, if the application is permitted, the Council would ask for any s106 monies to be allocated to the Parish for community projects.

**DC/08/0519 – Ovingdean, Church Place, Pulborough**

Two storey and single storey rear extension (amendment to previously approved application DC/07/2771).

**No objection**

**DC/08/0552 – Sainsbury's Supermarkets Ltd, Stane Street, Codmore Hill, Pulborough**

New signage scheme to include 13 different styles (31 signs in total).

**No objection**

**DC/08/0637 – Yaffle Cottage, West Chiltonton Road, Pulborough**

2- Storey side extension.

**No objection**

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**MINUTES OF THE PLANNING & SERVICES COMMITTEE MEETING**

**HELD ON THURSDAY 17<sup>th</sup> April 2008 AT THE VILLAGE HALL**

**PRESENT:** Cllr. Mrs Black (Chairman), Cllrs., Mrs Botting, Mrs Lawson and Mrs Watson.

**IN ATTENDANCE:** Lesley Hoff (Clerk)

*The meeting opened at 7.00pm*

**172. APOLOGIES FOR ABSENCE**

An apology for absence was received Cllrs Mrs Barnett and Denison.

Cllr Mrs Black apologised as she had omitted to advise the Committee that Cllr Mrs Watson sent her apologies for absence for the meeting of 3<sup>rd</sup> April 2008.

**173. DECLARATIONS OF INTEREST**

Cllr Mrs Black declared an interest in planning application DC/08/0641 as the applicant is a friend.

**174. ADJOURNMENT FOR PUBLIC SPEAKING**

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

**175. PLANNING APPLICATIONS**

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

*The meeting closed at 7.29pm*

.....Chairman

.....Date

**PULBOROUGH PARISH COUNCIL**  
**Recommendations of the Planning & Services Committee meeting held**  
**on Thursday, 17<sup>th</sup> April 2008.**

**1. PLANNING APPLICATIONS**

The Committee considered the following planning applications:

**DC/08/0641 – 29 Swan View, Pulborough**

Rear conservatory.

**No objection**

**DC/08/0649 – Coombelands House, Coombelands Lane, Pulborough**

Erection of a pump house and duck sanctuary next to lake and running of pipe to link up with irrigation system.

**No objection**

**DC/08/0672 – Riverside Concrete Works, Stane Street, Codmore Hill, Pulborough**

Variation of 62 house types previously approved under planning permission DC/04/2763 – Plot 12 2-bed; Plots 13, 14, 18, 19, 21, 23, 24(D) 4-bed; Plots 16, 20, 25 (C1) 4-bed; Plots 17, 22 (C2) 4-bed; Plots 32, 36 (B3) 2-bed; Plots 31, 37 (G1) 3-bed; Plots 30, 38 (G2) 3-bed; Plots 33, 34, 35 (G3) 2-bed; Plots 39-44 (FB6) 3x1-bed and 3x2-bed; Plots 93-102 (FB3) 2x1-bed and 7x2-bed; Plots 103-108 (FB1) 3x1 bed and 3x2-bed; Plots 109-115 (FB2) 2-bed; Plots 116-119 (L1) 3-bed; Plots 120-123 (G4) 3-bed; Plots 124-126 (FB7) 1-bed.

**No objection**

**DC/08/0688 – South Wing, Holme Manor, Mare Hill Road, Pulborough**

Single storey extension with balcony above.

**No objection**

**DC/08/0701 – Swan Corner Shop, Station Road, Pulborough**

Alterations and extensions to existing 2 retail units with 2 residential units over premises to provide an additional 4x1 and 2-bed flats.

**Objection** on the grounds it is over development and not in keeping with other buildings in the area; there is insufficient parking and the access is via an extremely busy junction.

**DC/08/0716 – Redfold Farm, Nutbourne Lane, Nutbourne, Pulborough**

Conversion of barn into 1 3-bed dwelling (amendment to previously approved PL/60/01).

**No objection**

**DC/08/0750 - Girder Bridge, Gay Street Lane, North Heath, Pulborough**

Erection of 1 x 2-bed dwelling.

**No objection**

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**MINUTES OF THE PLANNING & SERVICES COMMITTEE MEETING**

**HELD ON THURSDAY 17<sup>th</sup> April 2008 AT THE VILLAGE HALL**

**PRESENT:** Cllr. Mrs Black (Chairman), Cllrs., Mrs Botting, Mrs Lawson and Mrs Watson.

**IN ATTENDANCE:** Lesley Hoff (Clerk)

*The meeting opened at 7.00pm*

**172. APOLOGIES FOR ABSENCE**

An apology for absence was received Cllrs Mrs Barnett and Denison.

Cllr Mrs Black apologised as she had omitted to advise the Committee that Cllr Mrs Watson sent her apologies for absence for the meeting of 3<sup>rd</sup> April 2008.

**173. DECLARATIONS OF INTEREST**

Cllr Mrs Black declared an interest in planning application DC/08/0641 as the applicant is a friend.

**174. ADJOURNMENT FOR PUBLIC SPEAKING**

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

**175. PLANNING APPLICATIONS**

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

*The meeting closed at 7.29pm*

.....Chairman

.....Date

**PULBOROUGH PARISH COUNCIL**  
**Recommendations of the Planning & Services Committee meeting held**  
**on Thursday, 17<sup>th</sup> April 2008.**

**1. PLANNING APPLICATIONS**

The Committee considered the following planning applications:

**DC/08/0641 – 29 Swan View, Pulborough**

Rear conservatory.

**No objection**

**DC/08/0649 – Coombelands House, Coombelands Lane, Pulborough**

Erection of a pump house and duck sanctuary next to lake and running of pipe to link up with irrigation system.

**No objection**

**DC/08/0672 – Riverside Concrete Works, Stane Street, Codmore Hill, Pulborough**

Variation of 62 house types previously approved under planning permission DC/04/2763 – Plot 12 2-bed; Plots 13, 14, 18, 19, 21, 23, 24(D) 4-bed; Plots 16, 20, 25 (C1) 4-bed; Plots 17, 22 (C2) 4-bed; Plots 32, 36 (B3) 2-bed; Plots 31, 37 (G1) 3-bed; Plots 30, 38 (G2) 3-bed; Plots 33, 34, 35 (G3) 2-bed; Plots 39-44 (FB6) 3x1-bed and 3x2-bed; Plots 93-102 (FB3) 2x1-bed and 7x2-bed; Plots 103-108 (FB1) 3x1 bed and 3x2-bed; Plots 109-115 (FB2) 2-bed; Plots 116-119 (L1) 3-bed; Plots 120-123 (G4) 3-bed; Plots 124-126 (FB7) 1-bed.

**No objection**

**DC/08/0688 – South Wing, Holme Manor, Mare Hill Road, Pulborough**

Single storey extension with balcony above.

**No objection**

**DC/08/0701 – Swan Corner Shop, Station Road, Pulborough**

Alterations and extensions to existing 2 retail units with 2 residential units over premises to provide an additional 4x1 and 2-bed flats.

**Objection** on the grounds it is over development and not in keeping with other buildings in the area; there is insufficient parking and the access is via an extremely busy junction.

**DC/08/0716 – Redfold Farm, Nutbourne Lane, Nutbourne, Pulborough**

Conversion of barn into 1 3-bed dwelling (amendment to previously approved PL/60/01).

**No objection**

**DC/08/0750 - Girder Bridge, Gay Street Lane, North Heath, Pulborough**

Erection of 1 x 2-bed dwelling.

**No objection**