

PULBOROUGH PARISH COUNCIL
Swan View, Lower Street
Pulborough
West Sussex RH20 2BF
Telephone: 01798 873532
Email: clerk@pulboroughparishcouncil.gov.uk

**MINUTES OF PLANNING AND SERVICES COMMITTEE MEETING
HELD ON THURSDAY 1st October 2009
AT PULBOROUGH SPORTS AND SOCIAL CLUB**

PRESENT: Cllrs Mrs Black (Chairman), Mrs Barnett, Clarke, Denison, Jolliffe, Bolton, Mrs Lawson and Qusted

IN ATTENDANCE: Cllr Donnelly (District Councillor), Mrs Deverson (Committee Clerk), Mr Chris Chatfield (Compass Travel), Mr Jeremy Riches, Mr & Mrs Harrison (members of the public).

The meeting opened at 7.30pm

79. APOLOGIES FOR ABSENCE

Apologies for absence were received from Katie Watson who is on 6 months leave. Cllr Mrs Black reported that permanent apologies for absence be accepted.

80. DECLARATIONS OF INTEREST

No declarations of interest.

81. MINUTES

The Council **RESOLVED** to agree and approve the Minutes of the Meetings held on 3rd September 2009 and 17th September 2009 as a true and accurate record of the proceedings and the Chairman signed them.

82. THE CLERK'S REPORT ON ITEMS RAISED AT THE MEETING

1. The Clerk reported that planning had been refused by HDC for the Oddstones development.
2. It was reported that Laybrook Landfill would now be withdrawing their application and resubmitting at a later date. This was due to their letter being received late and this being attributed to a technical error in their application.

84. PLANNING APPLICATIONS

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

85. PLANNING APPLICATION DECISIONS

The Chairman reported the decisions received and appeals lodged.

86. PUBLIC SPEAKING

Cllr Mrs Black reported that members of the public wishing to speak at a Council meeting must inform the Clerk at the Parish Council before 12 noon on the day prior to the meeting.

- 87. ADJOURNMENT FOR PRESENTATION FROM COMPASS TRAVEL**
Chris Chatfield from Compass Travel gave a presentation to the Committee with regard to Sunday services.

The Chairman adjourned the meeting at 7.50pm

The meeting was reconvened at 8.15pm

- 88. RAILWAY STATION TOILETS**
The members of the Committee were in agreement that it is not the Station Masters job to provide access to the toilets for village use. It was stated that all trains have toilet facilities and therefore there is no need for the station toilets to remain open after the Station Master has finished his shift

- 89. BRITISH TELECOM KIOSK ADOPTION**
The Councillors agreed that the Lower Street phone box next to the Sorting Office be kept for Historical value and this was discussed at great length. In conclusion members of the Committee agreed to approach Pulborough Partnership Group and Pulborough Society for their views on this subject.

- 90. PARISH NOTICEBOARDS**
The provision of additional noticeboards within the village was discussed. It was agreed that the possible sites for these could be:

Recreation field near the school end
Codmore Hill/Stane Street bus shelter
Railway Station

Cllr Denison proposed that it should be responsibility of the Clerk to service/update these noticeboards on a weekly basis. It was suggested that the Clerk undertakes a feasibility and practicality study and report back at the next Committee meeting.

- 91. SUSTAINABLE COMMUNITIES ACT**
The members discussed the email received from Steve Shaw at Unlockdemocracy stating that we should ask Nick Herbert to send an email suggesting that he signs the Early Day Motion No 1545 in support of the Sustainable Communities Act Amendment Bill. It was agreed by all Committee members that we would not be asking him.

- 92. CHRISTMAS LIGHTS**
Caremark proposed to the Committee that the area of land in front of Tesco could be used for the site of the Christmas tree which they would sponsor. The Committee members stated that Caremark should contact Tesco and seek their approval first.

The Members also discussed the hope that the local traders in the village only display Christmas trees outside of their premises instead of festoon lights. It was stated that the trees should be simple and uniform throughout the village. It was also agreed that the Parish Council's Christmas tree could be located at the bottom of Rectory Lane.

93. CHRISTMAS OPENING OVER THE CHRISTMAS PERIOD

The office opening hours over the Christmas period are as follows:

Christmas Eve	open from 9am until 12pm
Christmas Day	closed
Boxing Day	closed
Monday	closed
Tuesday	open from 9.30am until 11.00am
Wednesday	open from 9.30am until 11.00am
Thursday	open from 9.30am until 11.00am
Friday 1st Jan 2010	closed

94. CORRESPONDENCE

The Correspondence is attached to these Minutes as Appendix 2.

95. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

A note regarding The Station Noticeboard Map was handed to Cllr Jolliffe by Rob Aylott. The Committee await the amended and updated copy.

Cllr Mrs Barnett reported that the lighting to the football practice area is currently obstructed by overgrown hedge.

Cllr Mrs Barnett also commented on the Noticeboard to the Pavilion car park which states that no cycling or horseriding is permitted in the car park. However, children have been riding their bicycles near to the cars and there have been reports of damage. It was felt that the sign be placed in a more prominent position and altered to be visually more noticeable. Cllr Mrs Barnett raised the issue that Mr Ellis of No 22 Rectory Close was still parking his van in front of the sign and it was requested to check that a letter had previously been sent to him on this issue.

Cllr Bolton reported that the Committee room door was left unlocked and he requested that Members use the alternative door leading directly into the Committee room. It should be noted that this door would now be the main entrance and the Parish Council would only hold the keys for this room.

Cllr Denison proposed that the area in front of the Parish Council's storage shed on Lower Street junction with Rivermead should be cleared of ivy and weeds. It was pointed out that the storage shed wall is old and that the ivy needs to be cut back rather than removed in a vigorous fashion.

96. PAYMENTS

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

Horsham District Council	£485.00
H Black	£9.00
Burgess & Randall Ltd	£19.49
L Deverson	£5.20

The meeting closed at 9.05 pm

.....Chairman

|Date

PULBOROUGH PARISH COUNCIL

Recommendations of the Planning & Services Committee meeting of the Thursday,
1st October 2009.

1. PLANNING APPLICATIONS

The Committee considered the following planning applications:

DC/09/1261 - Cokehurst Stopham Road, Pulborough,

New porch and internal alterations including alteration to bulkhead below existing stairs repair existing staircase, damp-proofing walls and opening up existing fireplace, repair secondary glaze or replace windows with single glazed windows to match the existing install new boiler and flue (Listed Building Consent). Amended plans.

No Objections

DC/09/1593 - Toat Monument, Toat Lane, Pulborough

Refurbishment and improvements to the monument to include re-pointing of interior and exterior brickwork, replacement of eroded pieces and new lead roof, new hardwood door and glazing to all windows set away from openings (Listed Building Consent).

No Objections

DC/09/1645 - Oakdene Blackgate Lane, Pulborough

Erection of 1 x 3 bed detached dwelling replacing existing mobile home (Outline).

No Objections – on the CONDITION that no more bedrooms added – and the existing dwelling is pulled down when the new house is completed and no further development on this site.

DC/09/1650 - White Horse Inn, Mare Hill, Pulborough (Full Planning)

Heating and Lighting to two existing external parasols .

The heating and lighting has already been installed by the application. This is therefore a retrospective "Planning Application". The Committee OBJECTS. Objections – due to disturbance, excessive noise to surrounding homes, and requests HDC to take enforcement action because the pub is in Breach of Original Consent. We have two letters from members of the public stating their objections which we will forward on to you.

DC/09/1651 - White Horse Inn, Mare Hill, Pulborough (Listed Building Consent)

Heating and Lighting to two existing external parasols.

Objections – as above

DC/09/1685 - 18 Glebelands, Pulborough

Single-storey extension to front and rear, new pedestrian access to pavement and provision of chimney.

No Objections

CORRESPONDENCE

1st October 2009

1. **Village Transport Plan**
Received an update from Paul Addison. Copied to Committee.
2. **National Park Authority**
Received a request for Councillor Nominations for the National Park Authority. Copied to Committee.
3. **Section 106 Agreement - DC/08/0808 Marehill, Pulborough**
Received notification of the Unilateral Undertaking. Copied to Committee.

Additional:

4. **Lawful Development Certificate Application for the Flat, Lee Farm Stables, Pulborough.**

Member to complete the questionnaire and note response date of 9th October - forwarded to Jan Botting for completion.