

# Southwater Parish Council



## **Planning Committee Meeting Minutes**

Wednesday 3<sup>rd</sup> April 2019, 7.30pm  
Beeson House  
Lintot Square  
Southwater  
Horsham  
RH13 9LA

### **Committee Members**

Cllr Graham Watkins (Chairman)  
Cllr Neil Whitear (Vice Chairman)  
Cllr Geoff Cole  
Cllr Joy Hutchings  
Cllr N.Knott  
Cllr M.Lewis  
Cllr Derek Moore  
Cllr Michael Neale  
Cllr Geoff Scoon  
Cllr Barbara Varley



## SOUTHWATER PARISH COUNCIL

Beeson House,  
26 Lintot Square,  
Fairbank Road,  
Southwater,  
West Sussex  
RH13 9LA



Clerk: **Mrs.C.M.Tobin**  
FSLCC.,

Telephone No: 01403 733202 Fax: 01403 732420  
Email: [Catherine.Tobin@southwater-pc.gov.uk](mailto:Catherine.Tobin@southwater-pc.gov.uk)  
Community Web Site: [www.southwater-pc.gov.uk](http://www.southwater-pc.gov.uk)

### MINUTES

**The Minutes of the PLANNING COMMITTEE meeting held on Wednesday, 3<sup>rd</sup> April 2019 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.**

**Chairman of the Committee: Cllr G Watkins**

<b>Committee Members:</b>	<b>Cllr G Cole</b>	<b>Cllr J Hutchings</b>
	<b>Cllr N Knott</b>	<b>Cllr D Moore</b>
	<b>Cllr M Neale</b>	<b>Cllr G Scoon</b>
	<b>Cllr B Varley</b>	<b>Cllr N Whitear</b>

**Clerk to the Meeting: Mrs C.M.Tobin**

**County Councillor: Not present**

**District Councillors: Not present**

**Press: Not present**

**Members of the Public: Not present**

#### **P01/04/19 PUBLIC PARTICIPATION**

The Chairman asked those present to turn their mobile phones to silent for the duration of the meeting, unless the phone call is deemed urgent in which case, phone calls could be received with the permission of the Chairman. In the event of a fire alarm sounding, everyone would be directed to evacuate via the exits indicated.

The Chairman advised that the meeting was being recorded in accordance with Standing Orders for minute purposes.

#### **P02/04/19 APOLOGIES**

Apologies received from Cllr M.Lewis.

**P03/04/19 DECLARATION OF INTERESTS**

None at this point in the meeting.

**P04/04/19 MINUTES**

The Minutes of the Committee meeting held on 6<sup>th</sup> March, 2019 were proposed as a correct record by Cllr Hutchings, seconded by Cllr Moore, and **AGREED** by all present.

**P05/04/19 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no announcements.

**P06/04/19 CORRESPONDENCE**

No Incinerator 4 Horsham Community Group

The purpose of this group's letter is to ask that the Parish Council approve the Group's application for a contribution (grant/donation) towards the costs of standing against the above planning appeal.

This relates to the plan to build a large commercial and industrial incinerator in Horsham, importing up to 230,000 tonnes per annum of residual commercial and industrial waste and/or residual municipal solid waste from across six counties.

Local residents have a right to put their views across to the Planning Inspector at a Planning Inquiry which is due to commence on 29<sup>th</sup> October 2019. Ni4H is inviting the Parish Council to contribute the sum of £300 towards enabling the group to be presented professionally at the Inquiry.

Cllr Whitear stated that in his view the Council should not provide funding towards this, in that by doing so it may prejudice in the future any decision it may make if consulted on this going forward. Councillors present concurred with this view point. Cllr Watson was astonished at the figures quoted his personal view was that these were inaccurate.

Cllr Moore stated that he had been discussing such a proposal with someone only recently and the information imparted was that it was the highways infrastructure that was most affected, not the impact on the environment from smoke and as for the visual impact people just got used to it. Cllr Watkins stated that the cost of infrastructure e.g., highway provision would be collected he believed by West Sussex County Council to deliver any improvements.

**Councillors present DECLINED to provide a grant or donation to this organisation.**

**P07/04/19 BERKELEY HOMES**

The Chairman indicated that a number of meetings had been held with Berkeley's over the past month, these related to the provision of the new community building, skatepark/BMX, MUGA and play-area. Legal discussions are ongoing in relation to the transfers land and buildings the Council having appointed Surrey Hills Solicitors in this respect. It is hoped that these legal matters will be finalised within the next week. Cllr Watkins stated that the Council should be congratulating Berkeley's on the high quality delivery of the new building and amenities. The Clerk was asked to write accordingly.

Other meetings have been held in relation to the retention of the old Council Office to allow the tenant Little Barns Owls an extension until August 2019. The Council had been given one months notice to vacate originally, and in turn had to

serve notice on Little Barn Owls. This proposal will avoid the need for the tenant to move twice, something which has with the invaluable assistance of Berkeley's is now feasible. Holy Innocents have been approached in relation to potential parking due to the forthcoming highway improvements works in Church Lane. Details of these and when they are to commence will be provided to the Council by Berkeley's in order that it can advise the public as to road closures etc., there will be considerable disruption at certain times which are inevitable due to the works to take place in realigning the road. Cllr Moore stated that having discussed this with the church organisation, the only concern was that relating to the use by the scouts and guiding groups but he felt hopeful that a solution or compromise would be found.

With regard to the Lease it is intended that Berkeley's will take the extended lease on the Old Council Offices and in turn will charge the tenant the rent which will then be passed onto the Parish Council as a donation protecting the Council's budgeted income.

A meeting is to be arranged with Berkeley's within the next two weeks between all parties to discuss further arrangements for retaining the Old Council Office as a Nursery during the works, Berkeley's contractors, Little Barn Owls, Horsham District Council and the Parish Council.

Councillors also attended a site meeting when those present had a tour of the new community facilities; most Councillors present were extremely pleased with the quality of the provision with the play area being exceptional.

There is to be an Opening Event sometime at the end of May 19 to which all elected Members will be invited following the Elections on 2<sup>nd</sup> May 2019. The Clerk has thanked Berkeley's for moving the event from the end of April 19 to this new date allowing all elected members to attend. It is not possible at this time due to purdah.

**Councillors NOTED the information provided.**

**P08/04/18 MILLER HOMES**

The Clerk stated that the new sign was still being pursued.

All defects and concerns raised regarding the roundabout have been passed onto West Sussex County Council the highways authority.

**Councillors NOTED the information provided.**

**P09/04/18 BOVIS HOMES**

The Clerk informed Members that works had been undertaken by Bovis Homes and she had received notification from HDC of this fact and would be hopeful of progressing both the transfer of the Land and Play-area shortly. The Clerk had also pursued the District Council in relation to the community arts project for the development; a contractor/artist having been appointed to undertake consultation and produce a piece of artwork.

Council NOTED and APPROVED the adoption of the land and play area together with commuted sums subject to the usual land checks and provision of a RoSPA report on the play area, the Clerk to progress.

**P10/04/19 HIGHWAYS, DRAINAGE, STREET LIGHTING, STREET NAMES, VERGES, FOOTPATHS AND RIGHTS OF WAY**

Nothing to report.

**Councillors NOTED this.**

**P11/04/19 HORSHAM SOCIETY – GOOD BY DESIGN GUIDE**

The Chairman indicated that following a visit and presentation by a representative of the Horsham Society, the planning committee were being asked to whether or not to ask the District Council to adopt this design guide as supplementary planning guidance.

Cllr Cole felt that some of the aspirations within the document may conflict with other documents and that these should be checked first, and perhaps the best solution would be for the Parish Council when reviewing the Neighbourhood Plan to look at this again. Cllr Watkins felt that this was the correct approach.

**It was NOT AGREED to ask Horsham District Council to consider the Horsham Society Design Guide as supplementary planning guidance. The Clerk to NOTE that the Council would wish to review this guide at the time of the next review of the Southwater Neighbourhood Plan.**

**P11/04/19 NEW PLANNING APPLICATIONS**

Application Number	Applicant	Reason for Application	Recommendation
DC/18/1897 Geoff Scoon	37 York Close Southwater	Amendment to; Erection of a two storey side extension <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PEMP6EIJG2Z00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PEMP6EIJG2Z00</a>	Objection on the same grounds as the previous application eg., car parking proposals, access, recycling bins access, over-intensification of site. The Committee did not feel that the application had overcome its original objections.
DC/19/0390 Neil Whitear	7 Southwater Street Southwater Horsham West Sussex RH13 9BN	Dropping the Kerb to allow access to the front garden for parking. Shared access to number 8 will be removed upon the sale of the dwelling. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PN69EDIJ7400">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PN69EDIJ7400</a>	No objection
DC/19/0482 Neil Whitear	Two Mile House Two Mile Ash Horsham West Sussex RH13 0LA	Alteration to roof height and installation of a rear dormer <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PNQECYIJIC300">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PNQECYIJIC300</a>	The Committee are concerned that this property has been disconnected from the original household as there was a non-severance clause on this property. However, it would have no objection but would like to have a safety guard to the large window/doors

*NW*

DC/19/0549 Michael Neale	28 Woodlands Way Southwater Horsham West Sussex RH13 9HZ	Non Material Amendment to previously approved application DC/17/2381 (Single story front extension, two storey side extension and two storey rear extension) Relating to change the garage into a study and replace garage door with window <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PO77XOIJIGF00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PO77XOIJIGF00</a>	The Committee strongly disagree that this is a non-material amendment the proposal is to change a garage into a habitable dwelling. The Committee would therefore strongly object to this.
DC/19/0558 Denis Bull	5 Fletchers Southwater Horsham West Sussex RH13 9BE	Surgery to 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PO90MOIJ0D600">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PO90MOIJ0D600</a>	No objection.
DC/19/0579 Geoff Cole	16 The Brook Southwater Horsham West Sussex RH13 9UY	Demolition of existing garage and side wall and erection of a two storey side extension <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=POCMDUIJH00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=POCMDUIJH00</a>	Objection on the basis on inadequate parking and this being a significant change to the street scene and is contrary to both District Planning Policies and the emerging Southwater Neighbourhood Plan
DC/19/0622 Graham Watkins	Stoneleigh Tower Hill Horsham West Sussex RH13 0AQ	Erection of a detached garage and extension to the driveway <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PONQD8IJIKA00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=PONQD8IJIKA00</a>	No objection to this application but would insist on a non-severance clause on this garage
DC/19/0644 Graham Watkins	Easteds Barn Easteds Lane Southwater Horsham West Sussex RH13 9DP	Non Material Amendment to previous application DC/18/2212 (Erection of an entrance porch and changes to existing fenestration. Internal sub-division by the installation of a first floor and staircase; internal partitioning; relocation of kitchen and WC facilities.) Amendment sought, removal of 2no proposed dormer windows and replacement with 4 no roof windows. Repositioning of proposed windows to front, side and rear elevations <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=POPNEJIJ02X00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=POPNEJIJ02X00</a>	The Parish Council makes no comment other than this is an application lodged on its behalf.

## P12/04/19 NEIGHBOURHOOD PLAN

The Clerk reported that at a recent meeting at which the Vice Chairman of Council and the Clerk had attended, they were informed that contrary to previously received written advice the District Council could not proceed with the consultation to Regulation 16 of the Southwater Neighbourhood Plan due to purdah rules. The intention is however that the District Council would try and organise and book a Planning Inspector for the Examination in Public following the outcome of the consultation period which could possibly now commence on the 2<sup>nd</sup>/3<sup>rd</sup> May 2019. Cllr Neale stated that he believed that the Planning Inspector being proposed would be Ms. Anne Skipper, the Clerk awaited formal documentation on this appointment.

The Clerk also confirmed to Members that she had received a Freedom of Information request in relation to the Neighbourhood Plan which had been responded to. The Chairman

stated that he was concerned about the not just the number of requests, but the length of some of the requests. The Clerk had responded to the one on the Plan, officers had referred the resident to the Council's website where most of the information requested was available. With regards to contracts these were still confidential as the plan had not at this time gone through Referendum. Members were quite concerned about the fact that advice had been received in writing regarding the question of purdah only to be changed thereafter. The Clerk had written on behalf of the Council expressing disappointment and had referred to another Plan which was currently out for consultation.

**Councillors NOTED the information provided.**

**At this point in the meeting the Chairman proposed a suspension of standing orders in order that the Council may discuss a contractual issue relating to the Neighbourhood Plan.**

"Confidential Minutes"

**Standing Orders were reinstated.**

**P13/04/19 PLANNING APPEALS**

The Clerk reported that there was one appeal received for notification at the meeting this related to DC/18/1389 (9 Thistle Way, Southwater). This had been dismissed by the Planning Inspector.

**Councillors NOTED this information.**

**P14/04/19 DISTRICT COUNCIL DECISIONS**

The Chairman referred members to the Decisions table asking them to note the District Council's planning decision in relation to the Southwater Parished area.

**Councillors NOTED the information provided.**

**P15/04/19 PLANNING COMPLIANCE ACTION**

Horsham Football Club

Notification has been received that there appears to be a breach of planning conditions in relation to this site, for residents have reported 8 flood lights have been erected rather than the 6. The Clerk advised that residents had also complained via the office about the height of the netting which has been put in place, this being due to the fact that golf balls were entering into the football club grounds.

Cllr Watkins reminded members that an email had been received informing Council that the District's Enforcement team were short staffed at this time and therefore not all complaints could be quickly processed.

**Councillors NOTED the information provided.**

**P16/04/19 DATE OF NEXT MEETING: Wednesday, 1<sup>st</sup> May 2019.**

**The meeting finished at 8.25 pm**

Chairman.....*Nel*.....

Date of Signature.....5-6-19.....