

## SOUTHWATER PARISH COUNCIL

**The Minutes of the PLANNING COMMITTEE Meeting held on Thursday, 7<sup>th</sup> April 2016 in the Council Chamber, Beeson House, Southwater commencing at 7.30 p.m.**

**Present: Chairman: Mr L. Apted**

**Mr P. Buckley  
Mr A. Green  
Mr M. Neale**

**Mr K. Diamond  
Mrs J. Hutchings  
Mrs B. Varley**

**Clerk: Mrs J. Nagy**

**County Councillor: Not present**

**District Councillors: Not present**

**Press: Not present**

**Members of the Public: Two**

### **P01/04/16 PUBLIC PARTICIPATION**

Mr Apted asked those present to turn off their mobile phones for the duration of the meeting, unless in an emergency, when they should go through the chair. In the event of a fire alarm sounding, everyone should evacuate the building via the exits indicated.

He asked if any member of the public planned to film or record the proceedings, as those filming should be at the front of the public gallery. He advised the public that if they did not want to appear on film they should sit at the back of the room. No members of the public wished to film or record the meeting.

Mr Green reported that the fence was down in Woodfield between the end of the hammer head and the allotments. Another fence is down by the bus stop in Shipley Rd.

**The Acting Clerk will ascertain ownership of these fences and report the damage.**

Mr Green asked if the bus shelters were to be cleaned.

**The Acting Clerk will ascertain if this can be done by Council staff; if not she will obtain quotations to carry out the work.**

Mr Diamond reported that the tarmac by the traffic lights by the Hop Oast Park and Ride was in poor condition.

Mrs Hutchings reported that the payment has sunk between Christ's Hospital Lodge and the West Entrance, and that there is a large pothole on the junction of Christ's Hospital Rd and Tower Hill.

**The Acting Clerk will report these issues to Highways**

Mr Piper, a local resident, reported that the flag was not tied up. The Acting Clerk

replied that she thought that this had been attended to, but will check. Any adjustment to the flag was a two man job, as the pole has to be lowered, and she was aware that one of the maintenance team was on leave.

**P02/04/16 APOLOGIES**

There were apologies noted from Mr Cole , Mrs Flores-Moore and Mr Watkins

**P03/04/16 DECLARATIONS OF INTEREST**

The Acting Clerk referred Members of Council to information issued in relation to the Member's Code of Conduct and Standing Orders and asked whether any Member had at anything of note to declare at this point in the meeting.

**There were no declarations of interest at this point.**

**P04/04/16 MINUTES**

**It was proposed by Mr Buckley seconded by Mr Diamond and RESOLVED by all present that the Minutes of the Planning Committee meeting held on Thursday, 10<sup>th</sup> March 2016 be accepted as a true and correct record of the meeting.**

**P05/04/16 CHAIRMAN'S ANNOUNCEMENTS**

Mr Apted had no announcements.

**P06/04/16 CORRESPONDENCE**

The Acting Clerk asked if Councillors had any queries on correspondence previously circulated, but there were none.

There was no further correspondence to report.

**P07/04/16 NEIGHBOURHOOD PLAN**

The Acting Clerk reported that the consultation for the Scoping Report has now concludes, with the only responses being from statutory bodies such as the County Council, Environment Agency and Natural England. She is now working with Enplan, the Council's consultants, to progress the next stage, which will be the production of a Sustainability Appraisal.

Once this is agreed, after another period of consultation, site appraisals can take place.

In the meantime, strategic discussions are taking place in relation to various aspirations, and draft policies are being written.

The Acting Clerk advised Horsham District Council that the southern most part of Roman Lane is now within the parish of Southwater, and this revision to the designated area of the Southwater Parish Neighbourhood Plan is currently out for consultation, managed by the District Council. This has been advertised on notice boards in Beeson House and on the Parish Council website.

The Acting Clerk is currently progressing an additional boundary change, to incorporate the Wates site into the parish. For information, the Reserved Matters application for 193 homes west of Mill Straight has just been lodged; paper copies of plans have been requested from the District Council.

Mr Watkins, as Chair of the Steering Group, has asked for a meeting to be arranged with the Focus Group leaders, to update them of the latest situation.

Elsewhere, the Storrington and Sullington Neighbourhood Plan has failed at Inspection. It is unusual for a Plan to fail at this stage, so this is of local concern. It was managed by Action in Rural Sussex; it is understood that work on some other Plans still in preparation by AiRs has been suspended, pending enquiries as to the reason that Storrington and Sullington has failed.

This underlines the need to provide and record evidence for every stage of a Neighbourhood Plan, which is why it may be perceived that the Southwater Plan is only proceeding at a slow pace.

**P08/04/16 PRE-APPLICATION ADVICE**

The Acting Clerk advised that the Pre-Application Advice Group will be meeting with Horsham Football Club next week.

**P09/04/16 BERKELEY HOMES**

Due to the Easter holidays, there has been no meeting with Berkeleys since this Committee last met. The next meeting is Wednesday, 27<sup>th</sup> April.

Work on the temporary access has commenced, and enlargement of the Cedar Drive roundabout is imminent, which will necessitate temporary traffic lights.

Mr Neale asked if the pinch point by Cedar Drive was to remain. The Acting Clerk reported that there were no plans to remove it, although this was still a matter for discussion with Highways.

**P10/04/16 TREE PRESERVATION ORDERS & OTHER TREE MATTERS**

There are various ongoing tree concerns, which the Acting Clerk hopes can be resolved by an inspection of land – reference next item.

**P11/04/16 PUBLIC OPEN SPACE**

Annual Inspection of Parish Land

This was deferred from January due to staffing issues, but the Acting Clerk suggests that such an inspection would now be beneficial, as there are several areas which need attention, in her opinion, especially in relation to trees.

**It was RESOLVED that the Acting Clerk would email all Councillors and ask for volunteers to carry out the annual inspection of council-owned land. The areas would be divided between the volunteers, who would record findings and would report back to the Acting Clerk, to discuss at a future meeting.**

**P12/04/16 HIGHWAYS, DRAINAGE, STREET LIGHTING, STREET NAMES, FOOTPATHS AND RIGHTS OF WAY**

Extinguishment and Diversion Order for Footpaths 1650 and 1642 at Christ's Hospital  
WSSC has written to advise that the above orders have been made, and relate to footpaths being diverted around the grounds of Christ's Hospital School.

There is now a further period of consultation which runs until 22<sup>nd</sup> April 2016.

The Parish Council objected to the diversion when it was first proposed; the path is well used by walkers and cyclists. It is not clear how the diverted path will be surfaced, and the diversion is a considerable distance, being now on three sides of a rectangle.

**It was RESOLVED that the Acting Clerk would write and reiterate the Council's objection to the diversion of these footpaths.**

**P13/04/16 NEW PLANNING APPLICATIONS**

Application No.	Applicant	Reason for Application	Recommendation
DC/16/0393 Barbara Varley	Mr Robert Piper The Old Post Office Worthing Road Southwater	Change of use from A2 (financial services) to B1 (offices)	No objection. The four car parking spaces allocated to this unit should be clearly designated
DC/16/0410 Adrian Green	Mr T Sivaneson 6 Mapledown Close Southwater	Erection of a single storey side extension	No objection, but ask for a non-severance clause.
DC/16/0447 Kieran Diamond	Mr Richard Gostling Butlers Tower Hill Horsham	Replacement rear conservatory with oak framed conservatory. Alteration and making good of rear and side flat roofs. Two storey side extension to replace existing one and a half side extension	No objection
DC/16/0463 Michael Neale	Mr Martin Leake 7 Turners Close	Part demolition of existing rear extension, and erection of new single storey rear extension	No objection
DC/16/0518 Peter Buckley	Mr S Cooke 21 Wealdon Close Southwater	Erection of a single storey rear extension and replacement garage	No objection The applicant Mr Cooke was present at the meeting, but had no comments to make.
DC/16/0582 In Office	Berkeley Homes Land West of Worthing Road Southwater	Erection of temporary sales and marketing suite with associated parking and landscape works for period of 4 years	No objection
DC/16/0588 Graham Watkins	Mr Ian Ford Easteds Farm Easteds Lane Southwater	Erection of a 3 bedroomed detached house	Recommendation to be delegated to Mr Watkins and the Acting Clerk as all documents supplied referred to old Core Strategy and not to HDPF, so need further clarification.

**P14/04/16 PLANNING APPEALS**

DC/15/0877 – Erection of agricultural/equestrian building at Oaklands, Coltstaple Lane, Southwater

An appeal has been lodged against the Council's refusal of planning consent.

**P15/04/16 DISTRICT COUNCIL DECISIONS**

Application No	Address	Reason	Recommendation	HDC Decision
DC/15/2440	Oaklands Coltstaple Lane Horsham	Barn conversion to form two detached dwellings to include demolition of central section, removal of roof apex to create flat roof detailing with light wells and windows to vertical upstands, recessed elevation to create covered walkway together with small veranda roof overhang extension and installation of chimney flue	Object as both dwellings incorporate flat roofs, which are contrary to the Parish Design Statement	Application Refused

## DISTRICT COUNCIL DECISIONS (CONT)

Application No	Address	Reason	Recommendation	HDC Decision
DC/15/2790	Christ's Hospital School The Avenue Christ's Hospital	Construction of 2 x refuse enclosures, one adjacent to the art school and one in the theatre car park, adjacent to Grecians West.	No Objection	Permitted
DC/15/2840	2 Dog Barking Cottages Two Mile Ash	Retrospective Planning Permission for replacing an existing driveway with Gravel and Block Paving and a raised kerb	No Objection	Permitted
DC/16/0117	17 Camelot Close Southwater	Erection of a rear conservatory	Object, as considered to be overbearing on the property above, as roof line is too high	Permitted
DC/16/0143	Former Build Center Development Site Station Road Southwater	Erection of one new dwelling	No Objection	Permitted
DC/16/0186	Field Cottage Worthing Road Southwater	Erection of single and two storey rear extensions and single storey pitched roof front extension	No Objection	Permitted
DC/16/0122	22 Beechwood Southwater	Surgery to 2 x Oak Trees	No objection provided that crown reduction of each tree is no more than 20%	Permitted
DC/16/0247	1 Birchwood Cottages Shaws Lane	Provision of a side extension plant room, alterations to roof, and installation of wood burning stove and flue	Object to dormer windows in roof as out of character with the building. No objection to plant room extension	Permitted
DC/16/0270	17 The Fieldings Southwater	Surgery to 3x Oak trees	No Objection	Permitted
DC/16/0271	Wisteria Cottage The Fieldings Southwater	Fell 1x Field Maple (M1) and surgery to 1 x Oak (O1)	No Objection	Permitted
DC/16/0341	43 Warren Drive Southwater	Erection of a timber garden shed	No objection.	Permitted
DC/16/0349	Kings Church Horsham Kings House Southwater Business Park Worthing Road Southwater	The existing [defective] chimney is to be removed down to ridge height and capped off with a lead sheet flashing to match the adjacent flashing	No Objection	Permitted

### **P16/04/16 PLANNING COMPLIANCE ACTION**

#### Nursing Hygiene

The planning application for increasing the hours of operation was approved by Development Control (North) on Tuesday.

Local residents will continue to report any incidences out of hours working i.e. at 5am, should these occur to Enforcement and to Environmental Health in the hope that these can now be addressed if necessary.

### **P17/04/16 DATE OF NEXT MEETING**

**The date of the next meeting is Tuesday, 3<sup>rd</sup> May 2016 at 7.30pm in the Council Chamber, Beeson House.**

**Please note the change in the previously advertised date, due to the elections for the Police Commissioner taking place on 5<sup>th</sup> May 2016**

**The meeting closed at 8.15 pm.**

