

SOUTHWATER PARISH COUNCIL

The Minutes of the **PLANNING COMMITTEE** Meeting held on Thursday, 5th June 2014 in the Council Chamber, Beeson House, Southwater commencing at 7.30 p.m.

Present: **Chairman:** **Mr G. Watkins**

Mr L. Apted	Mr P. Buckley
Mr G. Cole	Mr K. Diamond
Mrs P, Flores-Moore	Mr S. Francies
Mrs B Varley	

Clerk: **Mrs J. Nagy**

County Councillor: **Not present**

District Councillors: **Not present**

Press: **Not present**

Members of the Public: **None**

P37/06/14 PUBLIC PARTICIPATION

Mr Watkins 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.

Mrs Flores-Moore advised the Chairman that she was on call, so would have to leave her mobile on.

Mr Cole said that when the MUGA is built, the current basketball hoop will be lost, and suggested a replacement hoop be installed, even though the MUGA will include basketball facilities.

Mrs Varley arrived at 7.33pm.

The Deputy Clerk said that additional hoops had been proposed on parish council land, some ten years ago, but these had not been progressed due to objections from neighbours. Mr Cole said that the existing hoop was well used.

It was agreed that the Deputy Clerk should ask Mr Brew for his views on whether an additional hoop can be put somewhere on Leisure Centre land, and she will report back to members via email.

Mrs Varley said that she had been told that the Watersport Centre's lease in the Country Park is not to be renewed.

The Deputy Clerk will investigate and report back.

Mrs Flores-Moore reported that she had attended the Sensory Tree event last weekend as a First Responder, and it had gone very well. In her opinion, the village needed such a

facility.

Mrs Flores-Moore said that PCSO Cecil now had responsibility for Shipley, in addition to his current duties. It is possible that he will now be based in Horsham, and not in Southwater. Mr Buckley said that the Parish Council had been told that PCSO Cecil would always be based in Southwater.

It was agreed that the Deputy Clerk would discuss the matter with the Inspector and would report back.

Mr Diamond suggested that the Council consider putting solar panels on all the buildings that it own and sub-leases and thus creating revenue. Mr Buckley said that this matter was currently being investigated for the Leisure Centre. Mr Cole said he thought that grants were available for community organisations. The Deputy Clerk said precepting authorities may be exempt from such grants.

It was agreed that the Deputy Clerk would investigate the latest situation in regard to solar panels on Council properties, and will report back.

As there were no members of the public present, Standing Orders were not raised.

P38/06/14 APOLOGIES

There were apologies noted from Mr Neale. Mrs Alway and Mrs Hutchings, although not present at the meeting, did not give apologies

P39/06/14 DECLARATIONS OF INTEREST

The Deputy Clerk referred Councillors to correspondence issued in relation to the Member's Code of Conduct and Standing Orders. The information contained a flow chart which should assist Members in reaching their decision as to whether or not to declare an interest.

The Deputy Clerk informed Members that her role was to provide impartial information and advice in relation to such matters, but that it was for the Member concerned to decide whether or not to declare an interest and what the nature of that may be. The Deputy Clerk referred Members at this point to the Nolan principles setting out standards of behaviour required by Members of a Council.

Members are advised to consider the agenda for the meeting and determine in advance if they may have a personal, prejudicial or Disclosable Pecuniary Interest in any agenda item. If a Member decided they do have a declarable interest, they are reminded that the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest) Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussion of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation

The Deputy Clerk reported that it has come to the Clerk's attention that a lobby group has mentioned that some members of the Council have been assisting with/setting up/ in the background of said group.

The Deputy Clerk asked members to look at the advice on the County association's – SSALC – website re lobby groups and then complete a Register of Members Interest Update Form should they feel this to be appropriate.

P40/06/14 MINUTES

It was proposed by Mr Apted seconded by Mr Buckley and RESOLVED by all present that the Minutes of the Planning Committee meeting held on Thursday, 8th May 2014 be accepted as a true and correct record of the meeting.

P41/06/14 CHAIRMAN'S ANNOUNCEMENTS

Mr Watkins said that there had been complaints in relation to prolonged discussion on items not on the agenda, thus delaying business. Therefore in accordance with Standing Orders, any member wishing to raise any item not on the agenda, should do so in writing to the Clerk seven days before the date of a meeting.

Mr Cole said that the District Council had "Any other business" as an agenda item for its meetings. The Deputy Clerk said that this was not permissible for parish councils as it was not clear to the public what was to be discussed. Most matters could be raised under existing agenda headings; indeed no example could be suggested that could not be discussed in this manner, as the Clerk and Deputy Clerk had delegated powers in the event of a health & safety issue.

P42/06/14 CORRESPONDENCE

There was no correspondence to report.

P43/06/14 HORSHAM DISTRICT COUNCIL PLANNING FRAMEWORK

The Deputy Clerk referred Councillors to the report issued in relation to the following:

- Proposed Submission – May 2014
- Community Infrastructure Levy – Preliminary Draft Charging Schedule May 2014
- Infrastructure Delivery Plan – May 2014
- Strategic Land Availability Assessment (SHLAA) – March 2014, with May 2014 updates.

Mrs Flores-Moore said that the Deputy Clerk had done an excellent job in writing the report on such a complex document.

The Deputy Clerk's report was discussed at some length, and the points that she highlighted were agreed in principal. During discussions, it was felt that some District Council policies should be included and strengthened in the emerging Neighbourhood Plan.

It was RESOLVED that the Deputy Clerk would draft a response based on her report which be agreed by the Chair and Vice Chair of the Planning Committee meeting prior to submission.

It was also RESOLVED that the Deputy Clerk would draw up a list of policies that could be included and strengthened in the Neighbourhood Plan.

P44/06/14 NEIGHBOURHOOD PLAN

The Deputy Clerk referred Councillors to the report issued as a Neighbourhood Plan update.

Councillors NOTED this report.

The Deputy Clerk has offered Southwater to the District Council as a venue for a Neighbourhood Plan training session, but is yet to have a date. It was suggested that hot food be provided at this meeting, but this was generally felt to be impractical, although tea, coffee and biscuits will be supplied.

It was acknowledged that there is still a problem with communication, both with the members of the Steering Group, and with the community as a whole, so the provision of a link on the parish council website was considered to be high priority.

Whilst it was recognized that not everyone has a computer, tables will be booked at upcoming village events such as the Schools' Fete to publicise the Neighbourhood Plan.

P45/06/14 PRE-APPLICATION ADVICE

DC/14/0590 – 634 dwellings to the West of Worthing Rd

The Chairmen and Vice-Chairmen of Council and Committee, the Clerk and Deputy Clerk, and District Councillors met with Horsham District Council officers to clarify some matters relating to the current planning application submitted by Berkeley Strategic.

P46/06/14 TREE PRESERVATION ORDERS AND OTHER TREE MATTERS

Tree Survey 2014

The latest tree survey has been completed and was considered at last night's Finance & General Purposes meeting with a view to agreeing to tender for identified works.

Councillors NOTED this report

Oak Tree in Easteds Lane

The Deputy Clerk has authorised under Health & Safety delegated powers the removal of a large oak tree in Easteds Lane, where the trunk had split leaving the tree in a dangerous condition. This was a recent event, only reported the previous day.

Councillors NOTED and APPROVED this action taken on behalf of the Council.

P47/06/14 PUBLIC OPEN SPACE

Nothing to report.

P48/06/14 HIGHWAYS, DRAINAGE, STREET NAMES, FOOTPATHS AND RIGHTS OF WAY

Street name

Development is currently taking place to the rear of Rossbank, Worthing Rd, and the names “Willowmead” or “Willow Gardens” have been put forward.

Councillors have responded via email, and the general view is that either is acceptable but “Willowmead” is the preferred option.

Street signage

Highways have received complaints in relation to numerous posters erected by Keep Southwater Green on lampposts etc. in the village, advertising the campaign against proposed development West of the Worthing Rd. As permission has not been sought from Highways for such signs, they are to be removed.

P49/06/14 NEW PLANNING APPLICATIONS

Delay in online documents

The recent delays in planning documents were noted at last week’s HALC meeting, and the Association intends to write to complain to the District Council accordingly.

The Clerk has drawn the matter to the Development Manager’s attention, and the Deputy Clerk has spoken at length to other officers. Steps are being taken at the District Council to improve the situation and the Deputy Clerk has been invited to the District Council to give advice on the proposed new procedures.

Councillors noted this information

The Deputy Clerk reported that there were no applications for discussion at tonight’s meeting.

P50/06/14 PLANNING APPEALS

DC/13/0946 – erection of 11 dwellings at the former Build Centre, Station Rd Southwater

This appeal has been dismissed, for the following reasons:

- Cramped appearance, being contrary to the spacious character of the area
- Concerns over practicality of refuse collection
- Lack of vehicle manoeuvrability within the development, e.g. delivery vehicles
- Concern over highway safety at exit onto Station Rd

P51/06/14 DISTRICT COUNCIL PLANNING DECISIONS

Application No	Address	Reason	Recommendation	HDC Decision
DC/13/2292	68 Timbermill	Subdivision of existing 4-bed dwelling to form two x 2-bedroom dwellings with associated garden and car parking and side porch extension	Strongly object	Permitted
DC/13/2389	Jackrells Farm, Jackrells Lane	Retrospective application for the storage of scaffolding (Development affects the setting of a Listed Building)	No Objection	Permitted
DC/14/0052	Roseland , Salisbury Road	To erect a 2 bay oak car port to the front of the property	Object ,as forward of the building line	Permitted

DISTRICT COUNCIL PLANNING DECISIONS (CONT)

Application No	Address	Reason	Recommendation	HDC Decision
DC/14/0330	14 Corfe Close	First floor extension over garage and single storey ground floor extension to kitchen	No Objection	Permitted
DC/14/0382	Carrick, Worthing Road	Outline application for the demolition of Carrick and Robin Hood and the development of 14 residential units (Outline with some Matters Reserved)	Object on the following grounds; There is no reference made to PDS, no crime prevention measures, no full environmental impact assessment. Concerns over access as does not comply with highways regulation. SPC would seek to achieve ground floor finished levels to equate to those of the houses opposite.	Application Withdrawn
DC/14/0402	36 Great Lime Kilns	To move existing fence in the back garden to the boundary, next to the pathway	TBA	Permitted
DC/14/0507	41 Corfe Close	Retention of single storey rear extension and garage conversion	No Objection	Permitted
DC/14/0536	20 York Close	Fell 1 x Ash tree and surgery to 1 x Oak tree.	No Objection	Permitted
DC/14/0568	Music School, Christ Hospital School	Installation of stone plaque to music school (matching existing stone plaque on west side of entrance granted under DC/12/0899) (Listed Building Consent)	No Objection	Permitted
DC/14/0575	18 Little Bridges Close	Surgery to 1 x Ash Tree to rear of 19 Little Bridges Close	No Objection	Permitted
DC/14/0644	113 Roman Lane	Single storey side extension to north east elevation	No Objection	Permitted
DC/14/0653	175 Woodlands Way	To enclose the alleyway between garage and bungalow to make secure access and construct a brick and upvc conservatory to the side of the property	The flat roof design is contrary to the Parish design Statement, but it is considered that a pitched roof would not be suitable in this location therefore no objection.	Permitted
DC/14/0688 & 689	Blakes Farmhouse Southwater Street	Demolition of existing outbuilding and erection of one 3-bed dwelling and double garage within the curtilage of Blakes Farmhouse	Object as contrary to DC9, as would have an adverse effect on the adjacent Listed Building	Refused
DC/14/0741	17 Winnet Way	Single storey extension to ground floor to extend kitchen	No Objection	Permitted
DC/14/0790	The Moat House, Two Mile Ash	Dressage mirror to existing sand school	No Objection provided that the facility is for private use only and not used in any commercial operation.	Permitted
DC/14/0794	31 Camelot Close	Retention of a car port to side of the house and retention of two fences to either side of house	Object, as the car port is not in keeping with the area, and the fences are contrary to the open plan aspect of the area.	Permitted
DC/14/0859	Talsarnu, Worthing Road	First floor side extension and alterations to existing entrance hall (as DC/11/0589)	No Objection	Permitted

P52/06/14 PLANNING COMPLIANCE ACTION

11, Winnet Way

At the last meeting it was reported that vehicular access has been put in to the rear of 17, Winnet Way, accessing off Castlewood Rd, which may be related to a current planning application, DC/14/0741. The land concerned belongs to the District Council.

Upon investigation, it appears that it is relation to building works at No11 Winnet Way. Planning permission is not required as no development has been carried out.

The land belongs to Horsham District Council and Property Services department will be writing to the owner to inform him that permission should be obtained should he wish to access across the land in future.

Raylands Caravan Park

Ticketed events are being advertised taking place in the Club House of Raylands Park. It was understood that the Club House is for users of the park only, and is not for use as a function room, so the Deputy Clerk has asked Enforcement to investigate.

P53/06/14 DATE OF NEXT MEETING –

Mr Diamond reminded Councillors that the District Council was holding an exhibition in Swan Walk over the weekend to publicise the current consultation on the District Planning Framework

The date of the next meeting is Thursday, 10th July 2014

The meeting closed at 9.25p.m.