

## SOUTHWATER PARISH COUNCIL

The Minutes of the **PLANNING COMMITTEE** Meeting held on Thursday, 9<sup>th</sup> July 2015 in the Council Chamber, Beeson House, Southwater commencing at 7.30 p.m.

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

**Mr L. Apted**  
**Mr G. Cole**  
**Mrs J. Hutchings**  
**Mrs B. Varley**

**Mr.P.Buckley**  
**Mr K. Diamond**  
**Mr M. Neale**

**Clerk:**                    **Mrs C. Tobin**

**County Councillor:**    **Not present**

**District Councillors:**    **Not present**

**Press:**                    **Not present**

**Members of the Public:**    **None**

### **P56/07/15    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.

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.

Mrs.Hutchings reported further potholes outside of Butlers Cottage. Also that the road surface in Tower Hill leading towards the Boars Head, was again disintegrating and could the Clerk report to WSCC Highways.

Mrs.Hutchings also reported again that the footway in Christ's Hospital road was overgrown preventing pedestrian traffic from Two Mile Ash to Christ's Hospital.

Mr.Watkins stated that he would like to take the opportunity of thanking Mr.Apted for chairing the last Planning Meeting on his behalf.

**As no member of the public was present at the meeting, Standing Orders were not raised.**

### **P57/07/15    APOLOGIES**

There were apologies noted and accepted from Mrs Flores-Moore.

### **P58/07/15    DECLARATIONS OF INTEREST**

The 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.

**P59/07/15 MINUTES**

**It was proposed by Mr.Apted, seconded by Mr.Neale and RESOLVED by all present that the Minutes of the Planning Committee meeting held on Thursday, 4<sup>th</sup> June 2015 be accepted as a true and correct record of the meeting.**

**P60/07/15 CHAIRMAN'S ANNOUNCEMENTS**

Mr Watkins had no announcements

**P61/07/15 CORRESPONDENCE**

The Clerk reported that a Freedom of Information request was lodged with both District and County Councils in relation to transport risk assessments at Hop Oast and Pollards Hill roundabouts, and the tender process and costs involved in the WSP Transport Study.

Neither Council has yet to reply.

**P62/07/15 HORSHAM DISTRICT COUNCIL PLANNING FRAMEWORK**

Horsham District Council Meeting- 24<sup>th</sup> June 2015

At this meeting, 17 district councillors tabled a motion that the 2500 proposed on the strategic site at North Horsham should be re-located to Southwater.

Mr Buckley spoke on behalf of the Parish Council against the motion.

The motion was defeated by 24 votes to 19.

HDPF Examination

The Clerk attended the Examination to represent the Council. Phillip Russell from the RGP Partnership was also present, but it was agreed that he leave before the afternoon session as it did not appear that the hearing would be completed in one day.

The consideration of an extra 100 homes in Southwater, in addition to the 500 already agreed, was part of agenda item 5, so was not discussed until the late afternoon. Unfortunately the Inspector was not disposed to take any representations with regard to the housing in Southwater, as both the Berkeleys (594 homes) and Wates sites (193 homes) had been permitted.

The Clerk attempted to bring to the Inspector's attention capacity, safety and accessibility issues in relation to the A24, but this was also not allowed.

With regard to the District's housing target, which had been adjusted to 750 per year, the District Council's officers seemed unable to justify the new target. This was a weakness identified at the last inspection, as the Deputy Clerk's report to Full Council on 26<sup>th</sup> November 2014 showed.

Shortfall in neighbouring authorities has increased since the last inspection hearing in November, which does not seem to have been taken into account. The view of those present in the public gallery was that the Inspector will be looking for a higher annual

target, up to 800 and beyond, so as to take up neighbouring shortfalls.

It is not anticipated that the Inspector's report will be issued before the end of August.

#### Complaint against Horsham District Council

The Parish Council lodged a complaint with the District Council on the following grounds:

- That the Parish Council was advised by a senior HDC officer that the WSP Transport Study would be fully re-addressed, and this was not the case
- That at the District Council meeting on 18<sup>th</sup> March when the Modifications to the HDPF were considered, it was minuted that some members queried that some background papers were missing, three reports. Members were told that if any supplementary information suggested anything different than the 750 per annum recommendation, then the matter would be brought back to Council. Where is it minuted that this action was taken?
- The three missing documents were not made available to the public until 7<sup>th</sup> April, one week into the consultation period. The officers themselves would not have seen them at the meeting of 18<sup>th</sup> March.

Paul Cummins, Head of Legal Services has responded as follows:

- He does not accept that any officer advised the Parish Council that the WSP Study would be re-addressed; this Study has been accepted by the Inspector.
- The "missing" documents were examined by HDC officers who concluded that they did not warrant amendment to the 750 figure. All documents were circulated to District Councillors.
- Officers and members cannot be criticised for failing to take into account documents that were not published until after 18<sup>th</sup> March.
- The period of consultation was valid, as two of the three documents were available throughout the six week period.

Mr Cummins ends his letter by reminding the Parish Council that should the HDPF not be approved, then Southwater would be likely to end up with more unplanned development. Any delay to adoption, whether occasioned by complaints or legal action or otherwise, is likely to be self-defeating.

Members were disappointed at the tone of the final paragraph of the letter from Mr.Cummins, for the Members of Council were fully versed in the process relating to the Horsham District Council Planning Framework and felt that the comments were inappropriate. Mr.Diamond suggested that a complaint be made, however the Clerk felt that in this instance, having read the full letter to members, that it was not appropriate.

However, Member felt that the Parish Council should issue a press release advising local residents what action they have been taking in order to protect the interests of the community including the fact that the Council's representative had attended the hearings.

The Chairman stated that this matter would be addressed through the Neighbourhood Plan process but stressed that the policies within the plan must conform with both the Horsham District Planning Framework and the National Planning Policy Framework.

**The Clerk was asked to produce a press release in relation to the on-going grave concerns about the highway infrastructure in relation to Pollards Hill and Hop Oast in terms of capacity, safety and accessibility for the community of Southwater.**

**P63/07/15 SECRETARY OF STATE**

Berkeleys (DC/14/0590) and Wates (DC/14/2582)

The Secretary of State has written to advise that he will not be calling in these two applications.

Development of 5 homes or more

The Deputy Clerk has also asked for applications for developments for five homes or more permitted since 2011 to be called in by the Secretary of State. This letter has been acknowledged by the Secretary of State.

**Members NOTED the action taken on behalf of the Council, asking that if any further information become available it be updated.**

**P64/07/15 NEIGHBOURHOOD PLAN**

RGP Transport Report

WSCC was refuting evidence in this report and it was agreed that all parties should meet, rather than exchange emails.

This meeting took place on Monday 29<sup>th</sup> June. Parish, District and County officers were present, together with Phillip Russell, the Parish Council's consultant, District Councillor Ian Howard and County Councillor Amanda Jupp, standing in for Brad Watson.

WSCC and HDC agreed with the capacity predictions at the Hop Oast and Pollards Hill roundabouts in the RGP report, but felt that mitigation measures proposed under the Berkeleys and Wates developments would assist traffic flow at both roundabouts.

The Parish Council is of the opinion that the WSCC/HDC approach is reactive and proactive, and asked that the Parish Council be involved in all local transport infrastructure discussion in the future. It advised the District Council that it could not assess any sites put forward in the Neighbourhood Plan process without such information.

County Councillor Amanda Jupp was also of the opinion that the County and District Councils should communicate more on infrastructure issues with parish councils in general, particularly with those progressing Neighbourhood Plans.

Phillip Russell of RGP pointed out that if the Hop Oast roundabout were to be proposed today, it would fail on safety and design aspects, due to the fact that the A24 traffic travelling north does not have to slow down when entering the roundabout. There were also some issues with regard to sight lines.

John Male said that Safety Audits had been carried out for both Hop Oast and Pollards Hill roundabouts, as both were affected by strategic sites i.e. Berkeleys and Wates.

The Parish Council asked for copies of these Safety Audits, and it was agreed that WSCC would provide these.

Since the meeting, the Safety Audit for Hop Oast has been received, but it seems that one has not been done for Pollards Hill. The Deputy Clerk has queried various aspects of the Hop Oast Report, not least that it appears to be dated September 2008, so would seem to the lay person to be out of date.

Parish Survey

Analysis of data is now complete and bar charts/pie charts have been produced for each question, to make it easier to assimilate the information. A meeting of the Steering Group is currently being arranged to discuss the results.

Mr.Watkins repeated earlier comments in relation to the severe concerns of the Parish Council's consultant in relation to the capacity, safety and accessibility of the Hop Oast and Pollards Hill Roundabouts. Both HDC and WSCC had agreed at the meeting held with all three authorities that the capacity figure produced by RGP were not incorrect, but both HDC and WSCC felt that the mitigation on Hop Oast to the right hand lane would improve this. The main problem however, as pointed out to both authorities was that if the roundabout were designed today, the current design would not be allowed and also the right hand splay is not sufficient to improve safety. The mitigation did not allow for traffic coming into Southwater.

Mr.Diamond questioned whether the Parish Council should inform the Police & Crime Commissioner of its concerns in relation to the road safety element of these two roundabouts based on the Council's consultants report. West Sussex Road Safety Partnership should be involved in this along with police, for it was evident from the accident statistics that this area should be a concern. The Council should further copy in the local Member of Parliament, Jeremy Quin, WSCC Highways and others. Mr.Cole agreed stating that the problem will only become worse with further applications coming forward.

With regard to the survey Mr.Watkins, said that he was hopeful that the analysis would be completed within days and that a Neighbourhood Plan Steering Group meeting could be held, followed by a meeting of the whole group shortly thereafter.

#### **P65/07/15 PRE-APPLICATION ADVICE**

The Pre-Application Advice group has not met since the last meeting, although a meeting has been sought by a developer.

The Clerk stated that a further day was being organised and if Members could let the office know their availability this would be appreciated.

#### **P66/07/15 TREE PRESERVATION ORDERS AND OTHER TREE MATTERS**

##### Land to the rear of Hazel Close

There is an ongoing issue in this area in that householders in the area have removed trees on Parish Council land.

As instructed at the last meeting, the Deputy Clerk wrote to both landowners, asking for replacement trees to be planted elsewhere in the parish. One householder has replied to confirm that he agrees with the proposals and asks that the Clerk passes on his thanks to the Parish Council which he feels has acted reasonably. He acted through ignorance and was not looking to acquire land, merely to allow some sunlight into his garden. He has also agreed to remove the hatchway in his fence, and to cut back the plastic corrugated roofing jutting out over parish land.

The Deputy Clerk will liaise with this householder to agree the best time of year to plant trees.

However, the other householder who not only removed trees but has completely taken

down the boundary fence has not replied to the letter. It was sent by recorded delivery and has been signed for.

The Clerk asked whether the Council wished to take legal advice on the matter relating to the non response from the other resident in that they had not reinstated their fence-line nor offered a response in relation to the trees felled. Members felt that the Clerk should seek legal advice from Hedley Solicitors, who were experienced in dealing with land issues on behalf of the town and parish council sector.

**The Clerk to see legal advice in relation to the matter discussed from Hedleys Solicitors.**

**P67/07/15 PUBLIC OPEN SPACE**

The Forge

The Clerk wrote to all properties in The Forge and Timbermill whose gardens back on to Pond Farm Ghyll, as it was noticed that some have extended their gardens onto Parish Council land.

Two adjacent properties in The Forge have now instructed solicitors to apply for the land to be registered in their name under Adverse Possession. The Deputy Clerk has written to object to this, giving proof of Council ownership and asks that the fences are reinstated or the Council will consider legal action to rectify the matter.

Further information had now been requested and again a defence against the claim will be submitted.

Members were concerned that more and more residents appeared to think that they could just take a piece of public open space knowing full well that they did not own the land. It is well known to the community that both the District and Parish Council have land ownership on this area, the Council having maintained the area since it acquired the land.

**The Council NOTED and APPROVED the action taken to protect the Council's land ownership and the Clerk was authorised to take further action in consultation with the Chairman, Vice Chairman and Chairman of Planning if so required.**

**P68/07/15 HIGHWAYS, DRAINAGE, STREET NAMES, FOOTPATHS AND RIGHTS OF WAY**

Nothing to report, other than that reported previously.

**P69/07/15 NEW PLANNING APPLICATIONS DELEGATED**

The following applications were considered under delegated powers:

<b>Application No</b>	<b>Address</b>	<b>Reason</b>	<b>Recommendation</b>
DC/15/1091 Laurie Apted	Weald House Southwater Business Park Worthing Road	Change of use of building from mixed use (Class A1/B1/D1 & D2) to Class D1 on ground floor and Class B1 on first floor.	Difficult to comment as no indication given as to end use, but no objection in principle.

Application No	Address	Reason	Recommendation
DC/15/1209  Michael Neale	15 Wealdon Close Southwater	Demolish existing garage and erection of two storey side extension, single storey side/rear extension and pitched floor over existing rear extension	Object, as extension not subservient to main dwelling as per Parish Design Statement. In addition, plans supplied do not reflect what is currently on site, with particular reference to location of garage on site, and existing rear extension.
DC/15/0667  Michael Neale	Southern Solar Ltd Land To The South of Christ's Hospital School Two Mile Ash Horsham RH13 0YP	Amendment (s) to DC/15/0667 Installation of photovoltaic array, 2.1m high security fencing, five pole-mounted cctv cameras, and sub-station, served by new access onto Two Mile Ash Road	No Objection
DC/15/1282  Graham Watkins	Mr Chris Jasper Oakview and Land Rear of Tiree Little Twynham and Tenure House Worthing Road Southwater	Removal of condition 6 (DC/13/1474) relating to sustainable construction	Object, as the Parish Council is keen to maintain standards of build in the village, and wants the condition to remain as per decision notice.
DC/15/1283  Graham Watkins	Mr Chris Jasper Ellington House Worthing Road Southwater	Removal of condition 6 (DC/14/1606) relating to sustainable construction	Object, as the Parish Council is keen to maintain standards of build in the village, and wants the condition to remain as per decision notice.
DC/15/1328 Peter Buckley	43 Blakes Farm Road	Single Storey Rear Extension	No Objection
DC/15/1314  Kieran Diamond	140 Woodlands Way	New mono-pitch roof over existing front garage/extension (To reflect planning consent DC/15/0553)	No Objection

It was **RESOLVED** by all present that the above recommendations were duly ratified.

#### **P70/07/15 NEW PLANNING APPLICATIONS**

Application No	Address	Reason	Recommendation
DC/15/1030 Graham Watkins	Mr David Keenan Robin Hood and Carrick Worthing Road	Demolition of existing dwellings (Robin Hood and Carrick) and construction of 9 dwellings (Approval of Reserved Matters following approval of outline permission DC/14/1775)	No objection
DC/15/1279 Graham Watkins	Mr Scott Mclauchlan 53 Rascals Close	Surgery to 2x Oak, Fell 2x Oak, 2x Hawthorne, 1x Field Maple	Objection on the grounds that no Arboricultural report has identified the need to undertake surgery.
DC/15/1332  Laurie Apted	Mr Lee Middleton Beckley Farm Coltstaple Lane	Proposed agricultural barn for storage of hay, feed and agricultural plant and machinery	No objection condition should be placed in relation to the development in that this barn should be used only for the purposes of the planning application (hay, feed, plant and machinery) and not other uses.
DC/15/1428 Graham Watkins	Mrs Zoe Faiello 5 The Brook	Fell 1x Ash. Surgery to 1x Ash	Objection on the grounds that no Arboricultural report has identified the need to undertake surgery.
DC/15/1429 Graham Watkins	Mrs Zoe Faiello 5 The Brook	Fell 1 x Oak	Objection on the grounds that no Arboricultural report has identified the need to undertake surgery.
DC/15/1448  Geoff Cole	Mr & Mrs Edward Lowe San Jose Shipleigh Road Southwater	Rear second storey extension	Objection to the proposed flat roof and overdevelopment of the site. The VDS states that the roof should be pitched.

#### **P71/07/15 PLANNING APPEALS**

There have been no appeals lodged since the last meeting.

**P72/07/15 DISTRICT COUNCIL PLANNING DECISIONS**

<b>Application No</b>	<b>Address</b>	<b>Reason</b>	<b>Recommendation</b>	<b>HDC Decision</b>
DC/14/0590	Land West of Worthing Road Southwater West Sussex	Residential development of up to 580 dwellings and 54 retirement living apartments etc	Object detailed letter to follow	Permitted
DC/15/0090	Londis, Worthing Road Southwater	Material amendment application in respect of planning approval DC/12/1290 to create 2 x 1 Bedroom Units, including alterations with roof and fenestration changes	No objection	Permitted
DC/15/0596	Christ's Hospital School	Construction of refuse enclosure adjacent to new teaching and library building approved under DC/12/1697	No objection	Permitted
DC/15/0635	15 York Close	Surgery to 1 x Alder tree (Land to the rear of 15 York Close)	No objection	Permitted
DC/15/0695	9 The Meadows	Fell 1 x Oak Tree (T6)surgery to 5 x Oak Trees (T1-T5) Tree Preservation Order	No objection	Permitted
DC/15/0748	Land West of 18 To 24 Evens and 27 To 41 Odds Barnes Wallis Avenue Christ's Hospital	Surgery to 16 Horse Chestnut Trees	No objection	Permitted
DC/15/0858	Charwood House Oakhurst Business Park Wilberforce Way	Surgery to 2x Oak trees	No objection	Permitted
DC/15/0874	9 Andrews Road Southwater Horsham West Sussex RH13 9EU	Demolition existing garage and build new	Object to proposals as replacement garage is much larger than original structure, leading to cramped site. Concerns over possible business use which may impact on neighbouring properties. Should the District Council be minded to permit, then ask for non-severance clause	Application Withdrawn
DC/15/0893	36 The Fieldings	Two storey side extension and detached single garage	No objection	Permitted
DC/15/0932	3 Cornflower Way	Proposed demolition of pitched roofed attached garage and erection of two storey side extension and single storey rear extension	No objection	Permitted
DC/15/0936	28 Mapledown Close	First Floor Side Extension	No objection	Permitted
DC/15/0964	6 Amberglade Southwater	Rear ground floor garden room extension	No objection	Permitted
DC/15/0972	2 Fir Villas Southwater Street Southwater	Two Storey extension to side & rear extension & conversion of garage into habitable space & storage.	Object, as roof line not hipped or dropped as per Parish Design Statement. Should the District Council be minded to permit, then ask for non-severance clause for garage.	Permitted
DC/15/1013	Land North of Jackrell Farm Jackrells Lane	Prior notification of a storage building	Deferred	Refuse Prior Approval
DC/15/1037	40 Blakes Farm Road Southwater	Garage conversion, roof conversion and single storey rear extension	Object, as flat roof contrary to parish design statement	Permitted

Members discussed that yet again the fact that it would appear that the District Planning Authority were ignoring the Southwater Village Design Statement, adopted as supplementary planning guidance by them in determining applications siting DC/15/1037 and DC/15/0972.

**P73/07/15 PLANNING COMPLIANCE ACTION**

Grand Oaks Grange

Electronic gates have been erected on the access road to the site, and do not have permission.

Enforcement has written to the developer to inform him that he needs to submit an application for the fencing along the side boundary and the gates as they were not included in the application although the gates themselves would be permitted development if built after the development of the site was complete as they are less than 2m in height and not adjacent to the highway.

Cock Inn

A-board advertising signage encroaches on the pavement at times.

Enforcement has written to the licensee to remind them that all there advertising must not extend beyond the forecourt, and asked the Parish Council to report again if the problems re-occurs.

**Members NOTED the information provided.**

**P74/07/15      DATE OF NEXT MEETING –**

**The date of the next meeting is Thursday, 10<sup>th</sup> September 2015**

**The meeting closed at 8.40 p.m.**