

## SOUTHWATER PARISH COUNCIL

The Minutes of the PLANNING COMMITTEE Meeting held on Wednesday 9<sup>th</sup> November 2016 in the Council Chamber, Beeson House, Southwater commencing at 7.30 p.m.

**Present:**        **Chairman:**    Cllr G. Watkins

Cllr L. Apted  
Cllr K. Diamond  
Cllr M. Neale  
Cllr B. Varley

Cllr G. Cole  
Cllr B. Greening  
Cllr R. O'Toole-Quinn

**Clerk:**                        Mrs C. Tobin

**County Councillor:**        Not present

**District Councillors:**     Not present

**Press:**                        Not present

**Members of the Public:**    2

### P109/11/16 PUBLIC PARTICIPATION

The Chairman 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 advised that this meeting would be recorded.

**At this point, Standing Orders were raised to allow members of the public to speak.**

A resident indicated that she would like to bring to the attention of the Parish Council the area of shingle beach at the Country Park which was not accessible to the disabled. The lady and a friend who is disabled with a young daughter had been unable to accompany her child to the waters edge; this was totally unacceptable. The lady asked that the Parish Council write to the District Council on her behalf; the lady declined to give her information to the Parish Council but asked that any response be reported back at the next meeting. The Clerk expressed concern about receiving a response by the date of the next planning meeting despite timetables provided by the District Council.

Cllr O'Toole-Quinn asked whether the Parish Council had heard from the District Council following on from the public meeting. The Clerk stated that she had not heard from the District Council; however the minutes were still being typed the delay being staffing shortages. Councillors felt that nevertheless, the Clerk should chase what actions the District Council were proposing following the meeting.

**It was AGREED that the Clerk would report the concerns regarding the disabled access to the relevant Manager at District Council and that the Clerk should also enquire of the Director of Leisure Services the position following the public meeting.**

Chairman, Cllr Watkins indicated that at previous meetings he had indicated that in future and in accordance with good practice, he did not intend to take matters of concern from Parish Councillors at this juncture of the meeting. Councillors had access to report matters of concern through the Clerk during the course of the week, if Councillors felt strongly about an individual item then they should ask the Clerk to put the matter on a future agenda dependent on which meeting was appropriate for discussion.

Cllr Cole was unhappy about this proposed change as he felt it stifled Councillors ability to bring to the attention of other councillors matters of concern for immediate action. The Chairman again reiterated that unless there was an agenda item, the Council could not instruct on any given matter.

The Clerk stated that she would be preparing a report for Full Council both in relation to future Council meetings, the length of these but also ways in which meetings could be made more efficient.

**Councillors NOTED the Chairman and Clerk's comments.**

**Standing Orders were reinstated.**

#### **P110/11/16 APOLOGIES**

There were apologies noted and agreed from Cllr Flores-Moore and Cllr Hutchings.

#### **P111/11/16 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.

**The member of the public left the meeting.**

#### **P112/11/16 MINUTES**

**It was proposed by Cllr.G.Cole seconded by Mr.M.Neale, and RESOLVED by all present that the Minutes of the Planning Committee meeting held on Thursday, 6<sup>th</sup> October 2016 be accepted as a true and correct record of the meeting.**

#### **P113/11/16 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no announcements.

#### **P114/11/16 CORRESPONDENCE**

SSALC Planning Event, Tuesday, 11<sup>th</sup> October 2016

The Clerk reported that the Deputy Clerk had attended this meeting on behalf of the Council, and had circulated a report and copy of the presentation to Councillors.

Overnight Closure of Leisure Centre overflow car park

A resident has emailed his thanks to the Council for closing the car park on a permanent basis (to be reviewed after six month) saying that it will make walking through the car

park less intimidating and less prone to anti-social behaviour. The Clerk would be discussing this further at the Finance & General Purposes Committee in terms of signage required.

Cllr Cole stated that he believed that the problem had now been transferred to the Doctor's surgery area, causing nuisance etc., to local residents; he believed the police had been involved. The Clerk confirmed that this was indeed the case, but that both the District Council and Police were aware of the situation.

#### **P115/11/16 NEIGHBOURHOOD PLAN**

The Clerk reported that the Henfield Neighbourhood Plan has been challenged by a developer in the High Court, and has been overturned. This decision has national significance in that this is the first made plan that has been successfully challenged. The issue was that Henfield could not provide sufficient evidence that a particular site had been correctly assessed.

The Southwater site assessments were almost complete, so the Deputy Clerk and consultant Chris Carey met with Barbara Childs, Head of Strategic Planning at Horsham District Council to review these. However, after the Henfield decision, Mrs Childs has advised that further information should be included to ensure that the evidence base for the assessments is sound. Some of this additional information – a biodiversity analysis - is out-sourced and this will be received imminently. All other additions suggested by Mrs Childs are now included.

Councillors will recall that two consultation dates had been agreed in November for the public to review and comment upon the assessments; due to the additional requirements, these have now been postponed to January.

The District Council has committed to helping communities with their Neighbourhood Plans, and is preparing a new offer of support. Part of this will include a Neighbourhood Planning Conference which will take place in the New Year.

In addition, a new Neighbourhood Planning Officer is due to start at the District Council on 14<sup>th</sup> November, and the Deputy Clerk has asked that a meeting with Southwater be arranged as soon as practical, for him to review work so far.

Cllr Watkins encouraged members of the committee to look up the decision on line in relation to the Henfield High Court decision.

**Councillors NOTED the information received.**

#### **P116/11/16 PRE-APPLICATION ADVICE**

The Pre-Application Advice Group met with the owner of the Londis store, to view proposals for the area behind the store.

**Members noted this information received.**

#### **P117/11/16 BERKELEY HOMES**

Councillors Watkins and Cole met with representatives from Berkeleys and County

Highways to discuss issues relating to the development site to the west of Worthing Rd.

It was agreed that the newly-built junction opposite Godfreys would be used as a temporary site access in the short term to enable the junction to be completed quicker.

The large advertising boards do have planning permission.

The safety audit for the new roundabout is awaited; once received Highways will assess if the pinch point adjacent to the roundabout could be removed. The two new pedestrian crossings to the south will provide an element of traffic calming.

Work is shortly to commence in Woodfield to start work on the new sewer, which will run from the currently allotment site up the old railway line, across Cripplegate Lane, and to the pumping station in Stakers Lane. Woodfield will be closed, but residents are to be kept fully informed, and a drop-in session is to be held at the Sports Club for them.

Cllr Watkins confirmed to a member of the public who was present, Mr.Piper that he had indeed taken up both his complaint and that of another resident over the fencing issue with Berkeley's and having seen the response received was unsatisfied with their reply; he would speak to the company again at the next meeting.

Cllr Greening said the he too had looked at the fence and felt that it was totally unacceptable. Cllr Varley asked whether it was true that Anthrax had been unearthed. Cllr Watkins stated that this matter has been broached with the developer, and this was not the case. If such material had been found then the Health & Safety Executive and other health bodies would be called in.

**Councillors NOTED the information received.**

## **P118/11/16 TREE PRESERVATION ORDERS & OTHER TREE MATTERS**

### Tree Management Plan

An indication of cost for such a Plan has now been received, and will be considered by the Finance & General Purposes Committee.

**Members NOTED the information received.**

### Tree Root Issue in Charlock Way

The resident's queries have been responded to.

**Members NOTED the information received.**

## **P119/11/16 PUBLIC OPEN SPACE**

### Access Issues in Turners Close

Residents in Turners Close reported that a householder had removed bollards in order to park vehicles on what was thought to be a right of way, as access is required by the Parish Council's contractors to enter the Turners Close public open space to cut the grass etc. This was reported to Enforcement, but no planning record can be found that this path/pavement is indeed a right of way. The whole cul-de-sac is private, and it appears that the path is within the ownership of the householder.

The Enforcement file has been closed, and the residents in Turners Close have been advised that this is a private matter, and they should seek legal advice accordingly.

**P120/11/16 HIGHWAYS, DRAINAGE, STREET LIGHTING, STREET NAMES, FOOTPATHS AND RIGHTS OF WAY**

Christ's Hospital Parking Issues

The Clerk reported that she had met with Chris Stark, Area Highways Manager and had visited the area. It has been agreed that Highways would add to the maintenance list the footpath leading from the junction of Two Mile Ash to Christ's Hospital School. With regarding to the parking issues the Clerk awaits further information from Highways in relation to proposals for the area; one of the main issues is the hatching before the pinch-point on which residents park this obviously caused on-going traffic issues. Flooding and parking in Station Road was also discussed, with no gullies (there are four) found due to the fact that vehicles were parking on these and dragging mud onto these. Highways have rectified this problem. Potential solutions to the parking issues were also discussed again further information is to come from Highways.

Councillors agreed that the hatched area close to the pinch point was exacerbating the problem in that residents were parking on this.

**Councillors NOTED the information received.**

Street Names

Councillors will recall that they have agreed to promote names on the War Memorial for consideration by developers when naming roads in new Southwater developments. It was decided some time ago, for example that the Devine Homes site off Worthing Rd is to be called Welcome Place, after Albert Welcome.

The Robin Hood/Carrick site that is opposite Devine Homes, has chosen Compton Place after James Compton. The developer has asked if a poppy should be incorporated in to the street name plate and have included a sketch of their intentions. (*see email of sketch*) Councillors stated that this matter had been approved; the Clerk stated that she had emailed to this effect the District Council.

**This matter had already been APPROVED by Council.**

The Clerk reminded Councillors that Berkeley Homes have been reluctant to use names from the Memorial, proposing other alternatives already discussed by this Committee, therefore, no design has been agreed with them.

Councillors felt that the Clerk should speak to the Council's contact at Berkeley's to see if a way could be found to take the Parish Council's suggestions forward. The Clerk stated that this matter was now she believed being discussed by the Cabinet Member responsible and awaited a decision from District.

**The Clerk to discuss with Berkeley's whether a compromise could be found in relation to the road signage but to chase the District Council in relation to a decision as to what was to be agreed.**

### Additional signage

At the last meeting, the Deputy Clerk was instructed to ask Highways for signage in two locations, these being:

- Blakes Farm Rd, south bound from the RSPCA roundabout, warning articulated lorries not to proceed due to difficulty negotiating the pinch points, and
- Where Footpath 1668 crosses the A24 near Hangman's Hill roundabout where the existing signage is so poor that pedestrians have been witnessed crossing by the petrol station, being unaware of the correct route.

The Area Highways Manager has responded to say that there is no funding available for such signage, but this can be provided should the Council wish to pay for it, with the Blakes Farm Rd signs being around £100. A separate submission must be made to the Community Highways Scheme for the PROW signage, to ascertain if it will pay, or if not a cost for the Council to consider.

**It was RESOLVED that the Clerk would put the proposal to pay £100 for HGV signage in Blakes Farm Rd to the Finance & General Purposes Committee for consideration, and that the Clerk would not apply to the Community Highways Scheme for funding for the PROW signage.**

<b>P121/11/16</b>	<b>NEW PLANNING APPLICATIONS</b>
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Application No.	Applicant	Reason for Application	Recommendation
DC/16/2093 Michael Neale	Mr & Mrs W Marsden St Georges Tower Close Horsham	Non material amendment to previously approved (DC/11/0737 Single storey side/rear extension) Remove window in south west wall of new build and place a flat sky light in the flat roof of the same room. On new North West facing wall make new bifold doors one door larger and replace door unit with bifold doors	No objection
DC/16/2135 Rachael O'Toole-Quinn	Mr & Mrs M Fox 108 College Road Southwater	Single storey & first floor extension	No objection subject to overlooking window to neighbouring properties be obscured (ground and first floor)
DC/16/2199 Kieran Diamond	The Co-Op Store Southwater Village Shopping Centre Southwater	Erection of 2x internally illuminated projectors, 4x internally illuminated logos, 1x non-illuminated acrylic letters, 7x non-illuminated wall mounted aluminium panels	No objection
DC/16/2241 Geoff Cole	Mr & Mrs Gandy 38 Millfield Southwater	Erection of a single storey rear extension and first floor side extension	No objection
DC/16/2257 In Office	Mr Mark Butterworth 120 Timber Mill Southwater	Fell x 1 Oak Tree	No objection to a reduction of between 15/25% in the crown
DC/16/2275 Kieran Diamond	Dominos 1 Lintot Square Fairbank Road Southwater	Erection of 2x externally illuminated fascia signs and 1x externally illuminated projecting sign	No objection to the signaged but would like the retailer to provide CCTV both inside and outside of the premises, along with a suitable bin for waste or a contribution towards litter picking
DC/16/2293 In Office	Southwater Parish Council Pond Farm Ghyll North of Cedar Drive Southwater	Fell x 1 Ash Tree	This matter was delegated until after a discussion in relation to quotations for tree works at the Finance & General Purposes Meeting on 16 <sup>th</sup> November. Delegate to Chairman and Clerk
DC/16/2419 Laurie Apted	Mr & Mrs Shannahan 6 Turners Close Southwater	Single garage extension to side	No objection

## P122/11/16 PLANNING APPEALS

### DC/15/2460 – erection of two-bedroom dwelling at Butlers Cottage, Tower Hill

The appeal against the decision to refuse on the grounds that it would have an adverse effect on the setting of a Listed Building, has been dismissed.

### DC/15/2036 – demolition of existing agricultural buildings and erection of single storey dwelling at Woodlands Farm, Shaws Lane

The hearing for the appeal against the decision to refuse on the grounds that it is in a unsustainable location and the development is not considered essential to the countryside location will be heard on 22<sup>nd</sup> November at Parkside, Chart Way commencing at 10am.

## P123/11/16 DISTRICT COUNCIL DECISIONS

Application No	Address	Reason	Recommendation	HDC Decision
DC/16/0892	Former Build Center Station Road	Non-Material previously approved application DC/14/1862 - Erection of 7 dwellings	No objection	Refused
DC/16/1742	Raffles Swallow Field Copse Southwater Street 9AZ	Surgery 3 x Ash Trees	No objection	Permitted
DC/16/1782	Sentosa New Road Southwater	Demolition of existing garage/garden store and erection of replacement building forming garage, garden store, garden room and home gym	Object as proposals are not in scale with replacement garage, with only 30% of space allocated to garage, and 70% to other use. A building of this size and mass forward of the building line is out of keeping with the street scene and not sympathetic to its surroundings.	Permitted
DC/16/1795	Mayfields 2 Lakeside Drive Southwater	Surgery 1 x Horse Chestnut Tree	Would not object to not more than 20% crown reduction.	Permitted
DC/16/1894	3 Cedar Drive Southwater	Erection of a single storey rear extension	No objection	Permitted
DC/16/1945	Old School Cottage Denne Road Horsham	Construction of single storey extension	No Objection	Permitted
DC/16/1951	Southwater Kebab Worthing Road Southwater	Provision of external staircase to serve flats above Southwater Kebabs (rear access)	No objection subject to the realignment of the proposed extension staircase.	Permitted
DC/16/1952	Kings Church Horsham Kings House Southwater Business Park Worthing Road Southwater	Variation of Condition 3 and 4 to previously approved application DC/15/1091	No objection	Permitted
DC/16/1982	Southwater Kebab Worthing Road Southwater	Demolition of fire-damaged bakery buildings and erection of a pair of new, semi-detached two-storey dwellings	Objection due to highways concerns access and egress, over-intensification of site, out of keeping with the area and concerns about the staircase proposed within DC/16/1951 which would be extremely visible.	Refused
DC/16/1990	26 Woodlands Way Southwater	Surgery 1 x Oak Tree	No recommendation supplied	Permitted
DC/16/2069	Martingale Coltstaple Lane	Removal of Condition 7 to previously approved Application Reference Number DC/16/0855	No objection, subject to the text being modified as discussed with the planning officer to "the existing dwelling and all outbuildings other than the garage shall be demolished no later than one month of occupation of the replacement dwelling."	Permitted

Application No	Address	Reason	Recommendation	HDC Decision
DC/16/2183	Aerial Mast Jackrells Farm Jackrells Lane Southwater	Prior Notification to install electronic communications apparatus/development ancillary to radio equipment	No Objection	No Objection to Notification

**P124/11/16 PLANNING COMPLIANCE ACTION**

The Clerk updated members on the breaches reported at the last meeting:

Display of advertisements on bollards in Lintot Square: Ongoing  
 Breach of condition re construction traffic plan on Berkeleys development: Ongoing  
 Breach of opening hours at 19, Lintot Square: No breach of planning, but breach of lease currently being investigated  
 Untidy site at 38, Charlock Way: Site visit found no evidence, so file closed

Since last meeting, the following breaches have been reported:

Out of hours working on Builders Yard Site: work ceased, so file closed  
 Obstruction of right of way at Turners Close: see report at P119/11/16

**P125/11/16 DATE OF NEXT MEETING**

**The date of the next meeting is Thursday, 8<sup>th</sup> December at 7.30pm in the Council Chamber, Beeson House.**

**The meeting closed at 8.40 pm.**