



SOUTHWATER PARISH COUNCIL

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

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Draft Minutes of the Planning Committee meeting held on Wednesday 5th February 2020 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.

Present:

Councillors: G Watkins (Chairman of this meeting), G Cole, D Moore, B Varley, R Stranks

Members of the Public: 6

Deputy Clerk: Justin Tyler

District Councillors: Not Present

Press: Not Present

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 Chairman. In the event of a fire alarm sounding, everyone should evacuate the building via the exits indicated.

The Chairman advised that the meeting was being recorded.

1. APOLOGIES FOR ABSENCE

The following apologies were received: Cllr Scoon, Cllr Knott, Cllr Williams.

2. DECLARATIONS OF INTEREST

No declarations of interest.

The Chairman advised that a Personal Interest is when a topic under consideration where a Councillor or a member of their family or close associate might benefit, to a greater extent than the majority of those in the Parish from a Council decision but does not affect the Councillor's judgement of the public interest and that a Pecuniary Interest is when a topic under consideration where a Councillor would gain financially from any decision made by the Council; this could relate to goods or services which might be required by the Parish Council and includes Councillor's partners, spouses or relatives; such interests must be declared or it will be considered as breaking the law and could incur a fine and disqualification as a Councillor for failure to disclose.

The Chairman further advised that where a matter arises at a meeting which relates to an interest, the member shall not participate in a discussion or vote on the matter. He or she has to declare what his or her interest is if it is not already entered in the member's register of interests or if the person had not notified the Monitoring Officer of it. The Chairman recommended it was good practice to declare an interest at the start of a meeting or prior to the item on an agenda.

Meeting adjourned.

- 3. PUBLIC FORUM** – (maximum 3 minutes per person with an overall limit of 15 minutes). All parishioners wishing to speak, must make their name known to the Clerk prior to the commencement of the meeting.

Mrs Pauline Flores-Moore a resident of Southwater expressed her concerns with relation to the zebra crossings on Worthing Road and the high safety risks due to the lack of visibility, obstructions, lack of lighting at night, school traffic, petrol station, turning cars and faded block lines. Mrs Flores-Moore advised that she had witnessed several near misses and was very concerned for the safety of pedestrians. She requested one of the zebra crossing be removed and the other replaced with a pelican crossing. The Chairman advised that County Councillor Nigel Jupp attend the next Full Parish Council meeting to discuss the issue and the Deputy Clerk request Cllr Jupp's attendance.

Mr Colin Young expressed his concerns regarding planning breaches on Easteds Barn and referred to the comments that were distributed by Mr Mike Fuller to each of the councillors at the Full Parish Council meeting on 29th January 2020 and then later emailed by Mr Ken Broomfield, both being residents living in close proximity to Easteds Barn. He queried whether the councillors understood the implications of such breaches. The Chairman advised that no councillors were at risk and the correspondence circulated by Mr Broomfield had been responded to.

Meeting reconvened.

- 4. MINUTES** – To note the minutes of the Planning Committee meeting of 10th January 2020 previously approved at the Full Council Meeting 29th January 2020.

Noted and received.

5. CHAIRMAN'S REPORT

The Chairman updated the committee that 4 representatives from the Council including 3 councillors and the Deputy Clerk would be attending a Horsham District Council Local Plan Workshop on 6th February 2020.

The Chairman announced the Assistant Clerk, Justin Tyler, was now CiLCA (Certificate in Local Council Administration) qualified and has taken the title of Deputy Clerk and Responsible Financial Officer to the Council as from the 1st February 2020.

6. CORRESPONDENCE –

- i. To receive and note correspondence received from WSCC relating to the school car park part of the Berkeley S106 West of Worthing Road Development.**

The Chairman read out correspondence which confirmed that the two schools had no requirement for the car park within the definition of 'staff and visitors' being the specific criteria on which any transfer to WSCC can take place. WSCC would therefore not be taking the transfer of this land and the ownership would remain with Berkeley. WSCC had written to Berkeley's solicitors to this effect.

- ii. To receive and note correspondence received from WSCC relating to the Publication of the Soft Sand Review of the West Sussex Joint Minerals Local Plan (Regulation 19).**

The Chairman noted the correspondence received from WSCC relating to the amount of soft sand that needs to be planned for by 2059. The Chairman advised that the committee would be sent the correspondence if they required further details.

Deputy
Clerk

iii. To receive and note correspondence received from the Worthing Road Resident Group regarding possible concerns of planning breaches by Horsham FC.

The Chairman noted the correspondence received from the Worthing Road Resident Group and the Deputy Clerk advised that he had been in contact with District Councillor Claire Vickers who had forwarded the correspondence onto the relevant planning enforcement officers at Horsham District Council. HDC would deal with accordingly.

7. REPLACEMENT OF FINGER POSTS IN SOUTHWATER - To give an update and discuss.

The Deputy Clerk advised that he had contacted the Clerk to Nuthurst Parish Council and the approximate cost of replacing one timber finger post was £940. Discussion took place regarding the finger posts in Southwater. Councillor Cole advised that finger posts are essentially optional and there was no duty to replace them but could be replaced on an ad hoc basis if there is sufficient budget. The Chairman advised there were no funds available in this year's budget but could be considered in the next financial year.

8. ZEBRA CROSSINGS ON WORTHING ROAD - To discuss.

The Chairman advised that the matter be addressed to County Councillor Nigel Jupp at F&GP or Full Council and to see what could be actioned by West Sussex County Council.

9. NEIGHBOUR CONSULTATION DEADLINES - To discuss and approve future process for submitting recommendations to HDC.

The Chairman explained that there are often cases where the neighbour consultation deadline for a planning application falls between Planning Committee meetings. The Chairman stated that a general procedure of delegation prior to the deadline had been stopped by the previous Chairman of the committee.

The Chairman explained that HDC do not have to legally comply with comments that are received after the statutory deadline and recommended that future applications where the statutory consultee deadline expires prior to the committee meeting be delegated to the Chairman or Vice Chairman of the committee in conjunction with the Deputy Clerk or Clerk.

Proposed by Councillor Moore, seconded by Councillor Cole and **AGREED** unanimously.

10. BERKELEY HOMES - To discuss and approve any other matters in relation to Berkeley Homes.

The Chairman explained that the staggered T junction on Church Lane was still a concern with respect to large or heavy goods vehicles and the farm vehicles coming from Chase Farm. The Chairman advised he would attend a meeting with a representative from Chase Farm and County Councillor Nigel Jupp would facilitate a meeting with WSCC Highways.

11. MILLER HOMES - To discuss and approve any other matters in relation to Miller Homes.

The Chairman explained that the roundabout on Mill Straight still had issues despite having works to rectify previous issues. The Chairman stated that he had sent photographs of the curbs which have begun to move out of position again onto County Councillor Nigel Jupp and advised that it was likely WSCC would not accept handover of the roundabout until Miller Homes and completely rectified any of the reoccurring defects.

Cllr N
Jupp

12. HIGHWAYS, DRAINAGE, STREET LIGHTING, STREET NAMES, VERGES, FOOTPATHS AND RIGHTS OF WAY - To discuss and approve any matters in relation to the above

The Chairman stated that an application for a Public Right of Way (PROW) had been received via WSCC for an access route from Nutham Lane to Easteds Lane. He advised that the Council had replied to WSCC regarding the application and it would be investigated further by WSCC at which point further information would be requested from SPC. He further informed that signage had to be put up to prevent use of the cut through due to safety concerns raised by a resident claiming it was dangerous. He advised that the signs had disappeared and had to be replaced and as such the Council were obtaining quotes on fencing off the path.

Councillor Stranks requested this agenda item have street numbers added to it on the next planning meeting agenda as he would like to discuss the odd and even numbering on Cedar Drive.

Councillor Moore advised that the issue with the drains outside the cemetery on Church Lane have been somewhat rectified.

13. NEW PLANNING APPLICATIONS FOR CONSIDERATION

Deputy Clerk

| Application Number | Applicant | Reason for Application | Parish Decision | Neighbour Consultation Date | Date of Determination |
|---------------------------|---|--|--|--|-----------------------|
| DC/19/2201 Geoff Cole | Volvo Construction Equipment Oakhurst Business Park Wilberforce Way Southwater Horsham West Sussex RH13 9RT | Removal of Condition 8 of previously approved application DC/10/0953 (New Volvo Engineering Customer Support Centre consisting of new building providing office, storage and workshop space with an external wash facility and associated external works, drainage and landscaping) Relating to delivery schedules. https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q04WWUJLCZ00 | No decision or recommendation made. | 29 January 2020 <i>Expired by time of meeting</i> | 7 April 2020 |
| DC/19/2411 Geoff Scoon | 39 Woodlands Way Southwater Horsham West Sussex RH13 9HY | Amendment to: Demolition of existing garage and removal of existing shed. Erection of a two storey side extension and construction of a single storey entrance porch https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q1QBHMJ07D00 | No Objection subject to amendment of roofline which should be subservient to the main building as per Parish VDS | 10 February 2020 | 24 January 2020 |
| DC/20/0029 Derek Moore | 9 Anvil Close Southwater Horsham West Sussex RH13 9HD | Raising of roof and installation of a rear dormer to accommodate habitable living space in the loft area. https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q1QBHMJ07D00 | Objection as it is contrary to Parish VDS due to creation of 3rd story/floor, overlooking gardens/loss of neighbour privacy, out of keeping with row of houses (no other dormers in road). | 30 January 2020 <i>Expired by time of meeting</i> | 4 March 2020 |

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| | | ctiveTab=externalDocuments&keyVal=Q3SKC6IJM7700 | | | |
| DC/20/0045 Derek Moore | 72 Woodlands Way Southwater Horsham West Sussex RH13 9JA | Erection of a single storey side extension and attachment of garage to bungalow. Conversion of roof to create habitable living space. Installation of a dormer to the west elevation. https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q3W2YHIJ02X00 | Objection as there is very little different to the previous application which was objected to and reasons for objection are flat roofs are contrary to Parish VDS, impact on visual amenities and thus contrary to Policy 33 of the HDC Planning Framework. | 14 February 2020 | 19 March 2020 |
| DC/20/0052 Geoff Cole | Marlpost Meadows Bonfire Hill Southwater Horsham West Sussex RH13 9BU | Installation of 11 x solar PV panels measuring 1.7 m high to south facing pitched roof https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q3XQD2IJM8G00 | No Objection. | 13 February 2020 | 18 March 2020 |
| DC/20/0061 Nikki Knott | 22 Station Road Southwater Horsham West Sussex RH13 9HQ | Erection of a detached garage https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q41LAVIJM9A00 | Objection due to the height of the proposed structure and concerns that the building exceeds 50% of the area of the current development. | 4 February 2020 <i>Expired by time of meeting</i> | 9 March 2020 |
| DC/20/0074 Graham Watkins | Berkeley Homes Development Site Worthing Road Southwater West Sussex | Installation of x6 non-illuminated totem signs positioned around site (Advertisement Consent) https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q43BZ0IJ02X00 | Not discussed. Recommendation to be delegated to Chairman/Vice Chairman and Deputy Clerk. | 4 February 2020 <i>Expired by time of meeting</i> | 9 March 2020 |
| DC/20/0086 Geoff Scoon | 16 Cedar Drive Southwater Horsham West Sussex RH13 9UW | Demolition of existing conservatory, erection of a single storey rear extension and conversion of garage into habitable living space https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q457O6IJ06O00 | Objection due to the proposed roof materials detracting from the visual amenities and therefore contrary to Policy 33 of the HDC Planning Framework. Proposed off road parking arrangement also obstructs neighbouring access. Failure to achieve the proposed parking would mean WSCC parking guidelines are not met. | 6 February 2020 | 10 March 2020 |
| DC/20/0134 Graham Watkins | 1 Bourne Hill Cottages Kerves Lane Horsham West Sussex RH13 6RJ | Conversion of loft space into habitable living space with the installation of a dormer to east elevation https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&keyVal=Q4I3QEIJMD500 | Not discussed. Recommendation to be delegated to Chairman/Vice Chairman and Deputy Clerk. | 13 February 2020 | 18 March 2020 |

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| DC/20/0170 Geoff Cole | 12 Wild Orchid Way Southwater Horsham West Sussex RH13 9GA | Erection of a single storey side and rear extension and part conversion of garage into habitable space. https://public- access.horsham.gov.uk/public- access/applicationDetails.do?a ctiveTab=externalDocuments& keyVal=Q4T7P9IJMFN00 | No Objection. | 19 February 2020 | 24 March 2020 |
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14. NEIGHBOURHOOD PLAN – To receive an update

The Chairman advised that the Examination Hearing for the Neighbourhood Plan was to be carried out at Southwater Leisure Centre from 10:00am to 4:00pm on Friday, 28th February 2020. All agenda documents can be found on the Neighbourhood Plan website on southwater.joomla.com and the planning consultant and legal counsel would be dealing with any questions directed by the independent examiner on the day. The Chairman explained that the public can attend the hearing and the examiner determines how the hearing is conducted.

The Chairman further advised he would be standing back from the Neighbourhood Plan and a team would be put together to drive it forward with respect to the referendum, and the steering group would meet following the examination.

15. PLANNING APPEALS – (Information only)

The Chairman informed the committee that one application DC/18/0924 relating to Fletchers to fell 1 oak tree and carry out surgery to 2 oak trees had the appeal dismissed by HDC.

16. DISTRICT COUNCIL DECISIONS – (Information only)

The Chairman advised that any HDC decisions would be distributed to the committee accordingly.

17. PLANNING COMPLIANCE ACTION

The Chairman advised that matters regarding the parking and planning at Easteds Barn were still ongoing and a meeting had been held with the planning enforcement officer at HDC to resolve the matter. The Council was working towards submitting an application to rectify the number of parking spaces in retrospect.

18. DATE OF NEXT MEETING – 4th March 2020.

The Meeting ended at 8.50pm