

## **SOUTHWATER PARISH COUNCIL**

The Minutes of the **PLANNING COMMITTEE** Meeting held on Thursday, 6<sup>th</sup> February 2014 in the Council Chamber, Beeson House, Southwater commencing at 7.30 p.m.

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

**Mrs S. Alway**  
**Mr G. Cole**  
**Mr M. Neale**  
**Mr G. Watkins**

**Mr P. Buckley**  
**Mr K. Diamond**  
**Mrs B Varley**

**Clerk:**                **Mrs. J. Nagy**

**County Councillor:**    **Apologies**

**District Councillors:**    **Apologies**

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

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

### **P147/02/14        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.

There was no member of the press present.

Mrs Varley reports that there were a lot of drains up in Cripplegate Lane. Mr Watkins said that this was to relieve water pressure due to a break in the drainage system nearby.

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

### **P148/02/14        APOLOGIES**

There were apologies received and noted from Mrs Flores-Moore. Mrs Alway will be arriving late. Mr Sunderland was not present at the meeting, without giving his apologies.

### **P149/02/14        DECLARATIONS OF INTEREST**

There were no declarations of interest at this point.

### **P150/02/14        MINUTES**

**It was proposed by Mr Buckley seconded by Mr Watkins and RESOLVED by all present that the Minutes of the Planning Committee meeting held on Thursday, 9<sup>th</sup> January 2014 be accepted as a true and correct record of the**

meeting.

**P151/02/14 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no announcements.

**P152/02/14 CORRESPONDENCE**

There was no correspondence to report

**P153/02/14 HORSHAM DISTRICT COUNCIL PLANNING FRAMEWORK**

Alternative Strategy for Horsham

A group of Liberal Democrat District Councillors has issued an alternative long term strategy for the district to all parish councils.

There has been some confusion over this document, as some think that it has been officially issued by Horsham District Council. Cabinet Member for Living and Working Communities, Claire Vickers, states that as far she is aware it has not been produced with any appropriate professional expertise and that there are elements of this Lib Dem strategy which clearly do not meet government guidance and are contrary to the District Council's evidence base.

The Deputy Clerk said that unless instructed otherwise by this Committee, she would not be preparing an analysis of this document, as she would for an official draft strategy. However, having read the document she has identified some anomalies.

The alternative strategy allows for 500 homes in both Southwater and Billingshurst, with none for North Horsham.

Mrs Varley said that some conservative District Councillors were also supporting the Alternative Strategy.

Public Meeting

A shortfall of 1000 homes in the current figures has been identified, which will need to be addressed in the draft strategy.

District Councillor Mrs Vickers has announced a public meeting to enable members of the public to question Councillors and Officers on the revised strategy. This will take place in the Council Chamber on Thursday, 13<sup>th</sup> February, commencing at 5.30pm. Questions must be submitted in advance.

The Deputy Clerk asked Councillors if they would like to submit a question for this meeting, as the Clerk will be attending on behalf of the Parish Council.

Mr Watkins said that if this current draft was abandoned, as the Interim Statement had been, then it was not clear what the consequences would be.

**It was RESOLVED that the following question would be submitted for consideration at the Public Meeting:**

**Given that the District Council ceased working on its Interim Policy at a late**

**stage in 2011, what reassurance can it give that this latest Draft Plan will not be similarly abandoned? And if so, what would be the consequences of such an action?**

Mr Buckley asked if any other Councillor would like to attend the meeting. The Deputy Clerk said that public seating space would be limited, due to the number of people expected to attend, although she understood that the meeting would be broadcast into the Capitol theatre with overflow seating.

**It was agreed that only the Clerk would attend the meeting, although any individual Councillor may decide to attend on the day.**

**P154/0214**

## **NEIGHBOURHOOD PLAN**

Nine responses have now been received to be considered for the Steering Group. Correspondence with Keep Southwater Green on the matter is still ongoing.

Mr Cole said that the Council should be prepared for Keep Southwater Green to protest at not being included the Neighbourhood Plan process.

Mr Buckley said that KSG could be involved, but not be on the Steering Group, as it was not a constituted organisation.

The Deputy Clerk said that it was a simple process to become constituted as template constitutions were widely available. Mr Buckley agreed, saying that a meeting can be called of members, giving three weeks notice, where such a document can be signed. Indeed, Stammerham Amenity Association is re-forming in order that it can be considered for the Steering Group, with the Parish Council giving a meeting room free of charge.

The Deputy Clerk reported that parish of Southwater has now been officially recognised by the District Council as the designated area for the Neighbourhood Plan, and the grant funding is on its way

A Chairman for the proposed public meeting to publicise the Neighbourhood Plan has now been found, and the Deputy Clerk is liaising with Action in Rural Sussex and Horsham District Council to find a suitable date for all to attend.

The Clerk and Deputy Clerk met with representatives from Action in Rural Sussex to discuss the possibility of providing professional support to the Neighbourhood Plan process.

Whilst both the Clerk and Deputy Clerk have considerable knowledge of the process, it was agreed that such support would be needed from a professional body. The cost of AiRs providing such support would be in the region of £18000 plus VAT. A full report will be provided for consideration at the next Finance & General Purposes meeting.

**Members noted this information**

Guidance under the National Planning Framework Policy encourages householders and developers to consult with local councils prior to lodging an application. Any such meetings only take place with a Council officer present (the Clerk or Deputy Clerk) and are general in terms in order to establish council policy and community need and aspirations.

Therefore, the item "Pre-Application Advice" will now be on the agenda on all Planning Committee meetings, in order for the Committee to receive reports of any such pre-application advice given since the last meeting.

#### Berkeley Homes

The Chairs and Vice Chairs of Council and Committees, together with the Clerk and Deputy Clerk met with a representative from Berkeleys to view the new proposals which will be lodged as an application at around the end of March.

The Deputy Clerk and the Leisure Centre Manager met with a representative from Berkeleys to consider improved sports provision in the proposals.

The Deputy Clerk reminded Councillors that Berkeleys is holding a public exhibition in relation to the new proposals on Friday, 28<sup>th</sup> February and Saturday, 1<sup>st</sup> March in Beeson House. Exact opening times are to be advised.

#### Londis

The Deputy Clerk met with the owner of Londis to discuss parking proposals outside the store. It is currently undergoing an extension which will enable the post office to be re-located within the store, as well as providing more floor space.

After consulting with Highways, the proposal is to paint white lines to create eight parking spaces, including one disabled space immediately in front of the shop. This will replace the ad hoc parking arrangement at the moment. In addition, the adjacent car park at the Village Surgery is a public car park, which customers of the post office and Londis will be able to use. The possibility of moving the reserved parking at the south west corner of this car park to another position within the same area will free spaces immediately adjacent to the shop is being discussed with the Horsham District Council's Estate Manager.

Mr Buckley said that the Surgery car park is often full. Mr Cole agreed, saying that some cars were local residents and not users of the Surgery.

The Deputy Clerk reminded Councillors that parking issues in Lintot Square and its environs were currently being discussed with the District Council, with the possibility of the Parish Council being given authority to issue parking tickets to those overstaying the two hour limit.

Mr Diamond said that before entering into an agreement with the District Council in relation to parking, notices should be put up to warn of the possibility of fines. Mr Buckley said that there was already clear signage, and parking fines were being issued by the District Council parking wardens. The Parish Council was merely investigating the possibility of taking over the service.

It was suggested that the small Country Park car park off Southwater Industrial Estate could be used for Post Office customers, but some thought this may be too far to walk.

The Deputy Clerk reminded Councillors that despite some concerns expressed over the new location of the post office, if Londis had not been identified as an alternative site to the current position in Lintot Square, Southwater would have not had a post office at all.

**It was RESOLVED that the Parish Council would support these parking proposals in principle.**

**P156/02/14 TREE PRESERVATION ORDERS AND OTHER TREE MATTERS**

Tree Survey 2014

The Deputy Clerk reported that five companies had been approached to tender for the tree survey, to be returned in time for consideration at the next Finance & General Purposes meeting with a view to this being carried out in the spring.

Insurance Claim

The Deputy Clerk reported that an insurance claim had been lodged with the Council in relation to subsidence to a garage allegedly caused by trees on parish land. This has been passed to the Council's insurance company for consideration.

**Mrs Always arrived at 7.50pm**

**P157/02/14 PUBLIC OPEN SPACE**

Eversfield Pond

Works have now been completed in relation to replacement of the fencing around the pond in Eversfield, and the whole area has been cut back.

**P158/02/14 HIGHWAYS, DRAINAGE, STREET NAMES, FOOTPATHS AND RIGHTS OF WAY**

The Deputy Clerk had nothing to report on Highways matters.

Mr Cole said that Station Rd had now been swept, clearing the leaves from the drains.

Mr Watkins reported that a tree was down in Millfield; it was not blocking the pavement, but had damaged the tarmac as it came down.

Mrs Always reported that water was gushing like a fountain from a manhole cover at the junction of College Rd and Church Lane, then streaming down Church Lane.

The Deputy Clerk will report the above matter to Highways.

**P159/02/14 NEW PLANNING APPLICATIONS**

Application	Applicant	Reason	Recommendation
DC/14/0133 Mrs Always	Mrs Helen Tallent 1, Fletchers, Southwater	Surgery to 4 x Ash trees	No objection to crown reductions of 25%

## P160/02/14 PLANNING APPEALS

### DC/13/1465 – 115 College Rd, Retention of fence

This application has gone to appeal to be heard via written representation. The Deputy Clerk has written to reiterate the Council's objection of loss of open space area.

## P161/02/14 DISTRICT COUNCIL PLANNING DECISIONS

Application No	Address		Parish Recommendation	HDC Decision
DC/13/1927	13 Lintot Square	Change of use from A2 (Financial and Professional Services) to D1 (Non-Residential Institutions)	No Objection	Permitted
DC/13/2228	Labri New Road	Extension including roof extension and replacement of detached garage with new attached garage	Objection due to intensification, scale with the application being a rebuild in the countryside.	Permitted
DC/13/2253	131 Timbermill	Two storey side extension, front porch and repositioning of garden wall	No objection to the porch and extension. Would object to the repositioning of the existing wall, the Parish Council consider it possible for the wall to remain as is	Permitted
DC/13/2352	11 Anvil Close	First floor side extension	Object with comments	Permitted
DC/13/2365	Pond Farmhouse Worthing Road	To convert existing bedroom into additional bathroom (Listed Building Consent)	No objection	Permitted
DC/14/0029	Wellfield House Southwater Street	Non-material amendment to DC/13/0932 (Two storey extension to rear of property) to insert 2 x additional velux windows in rear elevation	No Objection	Permitted

## P162/02/14 PLANNING COMPLIANCE ACTION

### **DC/07/2267 – Conversion of Barn at Bluecoat Pond**

This site has been reported in relation to construction traffic accessing via Bluecoat Pond. There is also an issue about access via private land, which apparently is a private matter.

**Members noted this information**

## P163/02/14 DATE OF NEXT MEETING –

**The date of the next meeting is Thursday, 6<sup>th</sup> March 2014**

**The meeting closed at 8.05 p.m.**