



## **SOUTHWATER PARISH COUNCIL**

Beeson House, 26 Lintot Square, Fairbank Road, Southwater,  
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### **Minutes of the remote Planning Committee meeting held on Wednesday 3 February 2021 at 6:00pm.**

#### **Present:**

**Councillors Present by Remote Means:** G Cole (Vice Chairman – Chairman of this meeting), D Moore, G Scoon, R Stranks

**Members of the Public:** were able to view meeting by Live YouTube Stream

**Deputy Clerk:** Justin Tyler

	Actions
<p>The Chairman confirmed that the meeting was not being recorded and did a roll call at the commencement of the meeting of all those attending both remotely and in person for the benefit of those viewing the streamed meeting. He stated that the meeting was being held in accordance with Government Regulations approved during the COVID-19 Pandemic for the period of May 2020 – May 2021.</p> <p>The Chairman welcomed all Councillors in attendance both remotely and in person and all members of the Public watching via live stream, to the meeting. He clarified with the Deputy Clerk that no members of the public had requested to speak at the meeting. He stated that when a member of the public does request to speak in any convened meeting that public are invited to speak at, this would be for maximum of 5 minutes</p> <p>The Chairman confirmed with all Councillors that they had received the documentation required to consider the Agenda items.</p> <p>The Chairman clarified the voting protocol required for decisions, etiquette required to conduct the meeting and housekeeping rules and also reminded all Councillors that if an interest had been declared, they would not be able to take part in any discussion or vote. Voting would be symbolised by a thumbs up for approval, down for against or horizontal hand for abstention. He explained that in cases where, in the opinion of the Chairperson, there is consensus, the Chairperson may seek to secure agreement whilst providing an opportunity for any dissenting members to be heard or to request a formal roll call vote</p> <p>The Chairman explained that if meeting was at any point not accessible to Councillors/Chairperson through remote means due to any technological or other failure of provision, then he would immediately adjourn the meeting. If the provision of access through remote means could not be restored within 10 minutes, then the remaining business will be considered at a time and date. If a new date could not be fixed the remaining business will be considered at the next ordinary meeting.</p> <p><b>1. APOLOGIES FOR ABSENCE</b></p> <p>Councillors Watkins and Neale had given their apologies.</p>	

## 2. DECLARATIONS OF INTEREST

Councillor Cole advised of his personal interest in DC/21/0014 relating to Christs Hospital School.

## 3. PUBLIC FORUM – Public Question Time – 15 minutes in total. Members of the public can only view the meeting and not take part unless pre-arranged with either the Clerk, Deputy Clerk or Chairman of the meeting.

*Participating members of the public will be limited to 3 people maximum per meeting. Each member of the public can only refer to items on the agenda and will be allowed to ask one question and one ancillary questions that combined will not last any longer than 5 minutes. Once participating members have asked their questions or made their statements as above, they will be removed from the meeting accordingly and will then only be able to access the meeting via YouTube live stream.*

No public had requested to speak.

## 4. MINUTES – To consider and approve the minutes of the Planning Committee meeting of 13<sup>th</sup> January 2021.

Councillor Moore proposed acceptance of the meeting minutes of 13<sup>th</sup> January 2021. Seconded by Councillor Scoon and AGREED unanimously by those present at the meeting.

## 5. CHAIRMAN'S REPORT

It was noted that the Police Commissioner elections were to happen on 6<sup>th</sup> May 2021 and there was a possibility that the referendum for the Southwater Neighbourhood Plan could also be held on that date as the legislation delayed referendums of Neighbourhood Plans until 5<sup>th</sup> May 2021. Southwater was still awaiting confirmation as per 6 other Parishes.

## 6. CORRESPONDENCE

The Deputy Clerk noted he had received correspondence from the Clerk of Shipley Parish Council with respect to planning application DC/20/2564 which included their planning minutes and the reasons for their objection. The Deputy Clerk would inform the Clerk of Shipley Parish Council the recommendations made by this committee with respect to the application.

## 7. BERKELEY HOMES - To discuss and approve any matters in relation to Berkeley Homes.

Nothing to report.

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

The Committee discussed the issues of flooding at Cripplegate Lane and it was believed fresh water was possibly coming from the Country Park lake due to blocked drains. Councillor Stranks had recorded a video which assists in showing the issues which he would share with the Committee. The Deputy Clerk advised he had been shown photos and a history of the area which indicated a tunnel in the 1970s under the effected area. This tunnel was used by the brick mining / manufacturing company. He would forward the information to the Committee for their viewing. Councillor Stranks further updated the Committee that he had received correspondence back under the Environmental Investigation Regulations which highlighted the inspection

regime at Cripplegate Lane as an annual occurrence only. Councillor Stranks agreed to forward correspondence to the Deputy Clerk who would forward onto the Committee for reference. The Chairman advised that he and Councillor Watkins had continued to communicate the issues to County Councillor Nigel Jupp to assist with rectifying the flooding issues.

## 9. NEW PLANNING APPLICATIONS FOR CONSIDERATION

Application Number	Applicant	Reason for Application	Parish Decision	Neighbour Consultation Date	Date of Determination
DC/21/0028 In Office	11 Quarry Way Southwater Horsham West Sussex RH13 9ST	Surgery to 1 x Birch. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM K1RBIJ0GD00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM K1RBIJ0GD00</a>	No Objection, max 30% reduction.	Not available	4 <sup>th</sup> March 2021
DC/20/2308 Graham Watkins	Croft House Two Mile Ash Horsham West Sussex RH13 0PG	Construction of fencing to new tennis court together with the construction of swimming pool and associated patio and erection of summerhouse. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QKS G95IJ9X00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QKS G95IJ9X00</a>	No objection.	3 <sup>rd</sup> February 2021	21 <sup>st</sup> January 2021
DC/21/0033 Robert Stranks	Star Cottage Cripplegate Lane Southwater Horsham West Sussex RH13 9HW	Demolition of existing detached garage and construct of a single and part two storey side extension. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM K9C7IJIVJ00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM K9C7IJIVJ00</a>	No objection.	3 <sup>rd</sup> February 2021	4 <sup>th</sup> March 2021
DC/21/0087 Derek Moore	Land North of Wilberforce Way Southwater West Sussex RH13 9RS	Variation of Condition 1 of previously approved application DC/19/0123 (Erection of two employment buildings for use classes B1(c) and B8 with associated access, car parking and landscaping) Relating to the approved boundary treatments plan. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM X2GRJIYW00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM X2GRJIYW00</a>	Objection based on previous objection to DC/19/0123 and concerns to noise and light pollution, air quality and would likely undermine the operating hours restrictions already in place at Oakhurst Park. Applicant should be enforced to comply with approved footpath in DC/19/0123 as currently the heras fencing is not where it should be and forces pedestrian into the road.  Furthermore please refer to: DC/10/0953, Refer Decision Notice, Condition 8 DC/19/2201 application for change of operating hours  DC/08/2464, Refer Decision Notice, Condition 7 DC/12/0793 application for change of operating hours	11 <sup>th</sup> February 2021	15 <sup>th</sup> April 2021
DC/21/0096 Geoff Scoon	The Hermitage Tower Hill Horsham West Sussex RH13 0JS	Erection of a two-storey extension to southern elevation. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM K9C7IJIVJ00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QM K9C7IJIVJ00</a>	No objection.	16 <sup>th</sup> February 2021	22 <sup>nd</sup> March 2021

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YX22IJZF00](#)

**10. NEW PLANNING APPLICATIONS FOR CONSIDERATION WITH A DEADLINE PRIOR TO THE MEETING – To note delegated recommendations submitted where applicable.**

Application Number	Applicant	Reason for Application	Parish Decision	Neighbour Consultation Date	Date of Determination
DC/20/1386 Derek Moore	Bourne Hill Byre Kerves Lane Horsham West Sussex RH13 6RJ	Application to swap the principal residence to the ancillary accommodation allowing the ancillary accommodation to become the principal residence. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QDYZYQIJGPRO0">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QDYZYQIJGPRO0</a>	No comment provided as was on the Agenda in error.	18 <sup>th</sup> August 2020	3 <sup>rd</sup> November 2021
DC/20/2241 In Office	Gardener House College Road Southwater West Sussex	Surgery to 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QJTYC8IJIGJ00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QJTYC8IJIGJ00</a>	No objection.	7 <sup>th</sup> January 2021	11 <sup>th</sup> February 2021
DC/20/2272 In Office	104 College Road Southwater Horsham West Sussex RH13 9DE	Fell 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QJZICRIJI8300">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QJZICRIJI8300</a>	No objection.	21 <sup>st</sup> December 2020	25 <sup>th</sup> January 2021
DC/20/2308 Geoff Cole	Croft House Two Mile Ash Horsham West Sussex RH13 0PG	Construction of fencing to new tennis court and erection of summerhouse. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QK5G95JI9X00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QK5G95JI9X00</a>	No objection.	21 <sup>st</sup> December 2020	21 <sup>st</sup> January 2021
DC/20/2319 Geoff Scoon	13 Millfield Southwater Horsham West Sussex RH13 9HT	Erection of double storey rear extension. Installation of pitched roof to existing garage on front elevation. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QK92VFUIAR00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QK92VFUIAR00</a>	Objection. The proposed bedroom to off street parking ratio contradicts the WSCC Guidance on Parking. Refer Figure 8 and SNP14 of the emerging Southwater Neighbourhood Plan.	17 <sup>th</sup> December 2020	21 <sup>st</sup> January 2021
DC/20/2338 In Office	Berkeley Homes Phase 3.1 Development Site Worthing Road Southwater West Sussex	Surgery to 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QKC H0PIJIBP00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QKC H0PIJIBP00</a>	No objection subject to max 30% reduction.	Not available	28 <sup>th</sup> January 2021
DC/20/2470 Geoff Cole	4 The Forge Southwater Horsham West Sussex RH13 9HB	Erection of a first-floor extension over existing garage. Installation of No. 2 pitched roofs to front elevation over porch and existing lounge window. Installation of a new ground floor window to side elevation. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QK92VFUIAR00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QK92VFUIAR00</a>	No objection.	5 <sup>th</sup> January 2021	5 <sup>th</sup> February 2021

		<a href="#">ab=externalDocuments&amp;keyVal=QL490WIIJ600</a>				
DC/20/2500 Graham Watkins	Londis Worthing Road Southwater Horsham West Sussex RH13 9HE	Variation of Condition 1 of previously approved application DC/19/2426 (Erection of single storey extension to retail unit, relocation of existing external staircase and parking spaces and associated open storage area for retail use) Relating to the ground floor and elevation plans. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLC1ODIJI900">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLC1ODIJI900</a>	No objection.	7 <sup>th</sup> Jan 2021	10 <sup>th</sup> February 2021	
DC/20/2533 Geoff Scoon	Birchwood Cottages Shaws Lane Southwater RH13 9BX	Retention and completion of a hayloft door, dormer window and other minor elevational changes to holiday accommodation unit <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLHDC8IJIIMS00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLHDC8IJIIMS00</a>	Objection. The dormer windows shown in elevation drawing 02 were refused in previous planning application. Drawings were amended for the removal of the dormer windows.	13 <sup>th</sup> January 2021	16 <sup>th</sup> February 2021	
DC/20/2555 Derek Moore	16 Wealdon Close Southwater Horsham West Sussex RH13 9HP	Erection of a double storey front and side extension. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLN5MSIJI0B00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLN5MSIJI0B00</a>	No objection.	13 <sup>th</sup> January 2021	15 <sup>th</sup> February 2021	
DC/20/2561 Geoff Scoon	Fieldgate Coltstaple Lane Horsham West Sussex RH13 9BB	Erection of single storey pitched and flat roof side extensions. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLORX4IJIOM00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLORX4IJIOM00</a>	No objection. However, applicant should consider a pitched roof to the garden room as flat roofs are contrary to the Parish Design Statement 2011 and emerging Neighbourhood Plan.	13 <sup>th</sup> January 2021	15 <sup>th</sup> February 2021	
DC/20/2564 Graham Watkins	Woodfords Shipleigh Road Southwater Horsham West Sussex RH13 9BQ	Outline application for demolition of existing dwelling and associated buildings and the erection of approximately 78 new dwellings (C3 use) and associated public open space, landscaping, drainage and highways infrastructure works, including vehicular access from Shipleigh Road with all matters reserved except access. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLQH2SIJI0X00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLQH2SIJI0X00</a>	Objection. Development of the countryside and concerns over added congestion on Shipleigh Road, HDC have confirmed a 5-year land supply of housing and development is not an allocated site in the Neighbourhood Plan of Southwater or Shipleigh. Southwater Parish Council also objects on the same basis of the objections outlined by Shipleigh Parish Council.	28 <sup>th</sup> January 2021	23 <sup>rd</sup> March 2021	
DC/20/2586 In Office	Land Adjacent To 103 Rascals Close Southwater Horsham West Sussex RH13 9GB	Surgery to 8 x Oak and 1 x Hawthorn. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLS V73IJI0PX00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLS V73IJI0PX00</a>	No objection subject to max 30% reduction.	Not available	4 <sup>th</sup> March 2021	
DC/20/2589 Graham Watkins	Land North of 17 Foxes Close Southwater West Sussex	Erection of 4 No. semi detached double storey dwellings. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLW150IJI0Q00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QLW150IJI0Q00</a>	Objection due to the loss of woodland habitat and oak trees, additional traffic generation to the area, potential loss of privacy for adjacent properties, overdevelopment of site and contrary to the parking guidelines of WSCC and emerging	25 <sup>th</sup> January 2021	23 <sup>rd</sup> February 2021	

			Neighbourhood Plan. The Council strongly disagrees with the highways assessment as the road is narrow and will cause congestion. This is not an allocated site within the emerging Southwater Neighbourhood Plan.			
DC/21/0011 Graham Watkins	Coltstaple Farm Coltstaple Lane Horsham West Sussex RH13 9BB	Erection of stables with access and hardstanding. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QMGMQEIJUG00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QMGMQEIJUG00</a>	Deferred and delegated to Councillor Cole to submit recommendation.	1 <sup>st</sup> February 2021	2 <sup>nd</sup> March 2021	
DC/21/0014 Derek Moore	Christ's Hospital School the Avenue Christ's Hospital Horsham West Sussex RH13 0LJ	Temporary conversion of the existing land used as a contractor's compound to a car parking area. Alterations to existing sports centre car park to increase the number of disabled parking spaces and bicycle racks. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QMGSB5IJUM00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QMGSB5IJUM00</a>	Delegated to Councillors Moore and Neale to submit a recommendation.  <i>(note Councillor Cole did not take part in discussion due to a declared personal interest).</i>	1 <sup>st</sup> February 2021	2 <sup>nd</sup> March 2021	

#### 11. NEIGHBOURHOOD PLAN – To receive an update

The Deputy Clerk updated the committee that a meeting had been conducted (as requested at the last planning committee meeting) between Deputy Clerk, Squires Planning, Councillors Watkins, Moore, and Cole. At this meeting, the Deputy Clerk and Squires Planning provided an outline to the referendum and guidance on what will be required. The Deputy Clerk advised that he would be sending out a referendum guidance document on the legislation and Squires Planning would be drafting a fact sheet which Councillors and members of the public could refer to.

Councillor Scoon queried what effect the HDC Local Plan delay to Regulation 19 would have on the Southwater Neighbourhood Plan. The Deputy Clerk advised he would find out and report back.

Deputy Clerk

Deputy Clerk

#### 12. PLANNING APPEALS – (Information only)

The Deputy Clerk advised that correspondence had been received from HDC regarding a planning appeal which had been lodged with reference to application DC/19/1149 (Site at Christ's Hospital School, The Avenue, Christ's Hospital, Horsham, West Sussex, RH13 0LJ). Just for noting that an Inspector would be appointed by the Department for Communities and Local Government, Planning Inspectorate and will open the inquiry into the appeal on 11<sup>th</sup> May 2021.

#### 13. DISTRICT COUNCIL DECISIONS – (Information only)

Decision table had yet to be circulated but Deputy Clerk would ensure it was distributed to the Committee as soon as it was available.

Deputy Clerk

**14. PLANNING COMPLIANCE ACTION**

The Deputy Clerk updated the Committee that planning applications were to be made by the leaseholder at Easteds Barn regarding the two side buildings which were reported as alleged planning breaches to enforcement. Further update would be given at the following planning committee meeting.

**15. DATE OF NEXT MEETING – 3rd March 2021 (start time of 6:00pm).**

**This meeting was not recorded and ended at 7:48pm**