



## **SOUTHWATER PARISH COUNCIL**

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

Telephone number: 01403 733202

Email: [Clerk@Southwater-pc.gov.uk](mailto:Clerk@Southwater-pc.gov.uk)

Community Website: [www.southwater-pc.gov.uk](http://www.southwater-pc.gov.uk)

### **Minutes of the remote Planning Committee meeting held on Wednesday 7<sup>th</sup> October at 7.30pm.**

#### **Present:**

**Councillors Present in Chamber:** G Watkins (Chairman of Committee)

**Councillors Present by Remote Means:** G Cole (Vice Chairman of Committee), G Scoon, D Moore, B Stranks

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

**Deputy Clerk:** Justin Tyler

This meeting was conducted in accordance with safe working practices as per government guidelines. All those present in the Chamber had their temperature taken prior to the meeting and all were within the government guidelines for safe attendance in regards to COVID-19. He clarified to all those in the room that if symptoms developed during the meeting or they felt unwell in any way to please leave the room.

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.

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

The Chairman confirmed with all Councillors that they had received the documentation required to consider the Agenda items.

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

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.

#### **Actions**

## **1. APOLOGIES FOR ABSENCE**

Apologies received from Councillor Neale.

## **2. DECLARATIONS OF INTEREST**

None.

## **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 approve the minutes of the Planning Committee meeting of 2<sup>nd</sup> September 2020.**

It was noted that the minutes had been approved at the Full Council Meeting of 16<sup>th</sup> September 2020.

## **5. CHAIRMAN'S REPORT**

The Chairman updated the Committee that the remaining section, following the fire, at the skate park situated by Stakers Lane/Bens Field had now been demolished and removed accordingly. He advised that a participation group was in the process of being setup for consultation on design, type of material, alternative locations. He stated that the Insurance company had agreed to cover cost of demolition and removal of burnt debris and they would also be paying a percentage of the costs of rebuilding. There were also Section 106 funds available to apply for relating specifically to the rebuild and upgrading of the skate park.

The Chairman advised that the Permissive Footpath had now been installed at Easteds Barn connecting Easteds Lane and Nutham Lane and there were additional alterations/improvements to follow and signage to be installed.

The Chairman informed the Committee that there would be a Councillor Surgery on Saturday, 10<sup>th</sup> October 2020 at 10:30am and it would be carried out by Zoom for any residents wishing to ask questions without the time constraints of a Council Meeting. He advised the Deputy Clerk was coming into the Parish Offices to facilitate the surgery.

## **6. CORRESPONDENCE**

The Chairman updated the Committee that Squires Planning were in the process of drafting a Consultation response on behalf of the Parish Council with respect to the White Paper "Planning for the Future". As this could have a direct impact on the Neighbourhood Plan, development and the planning process it was important that the response addressed the issues. The draft response to the consultation would be sent to the F&GP Committee prior to the meeting on 21<sup>st</sup> October 2020 for review.

The Deputy Clerk advised that he and the Chairman would be attending a seminar on the White Paper "Planning for the Future" provided by SSALC.

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

The Chairman advised that Berkeley had revised a previous application which would be reported on when he had more of the details. He advised that it would likely be discussed at the Councillor Surgery on Saturday, 10<sup>th</sup> October 2020.

**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

Nothing to report.

**9. PROCESS FOR RATIFICATION OF PLANNING APPLICATIONS/COMMITTEE RECOMMENDATIONS**

The Chairman advised that recommendations made by Councillors (Planning Committee Members) for their assigned applications which have an expiry date prior to a Planning Committee meeting would be sent to the other members for further review and comment prior to meetings to improve process of ratification at the Planning Committee Meeting. He advised that delegated powers for approving comments for applications that expired prior to a planning committee meeting would remain and Standing Orders may need to be reviewed by the Clerk.

Councillor Moore requested that the deadlines for responding by members be made very clear and bold font in the emails in order that they can adhere to timelines when sending in their response.

**10. NEW PLANNING APPLICATIONS FOR CONSIDERATION**

Application Number	Applicant	Reason for Application	Parish Decision	Neighbour Consultation Date	Date of Determination
DC/20/1319 Geoff Cole	163 Woodlands Way Southwater Horsham West Sussex RH13 9DS	Retrospective application for the alteration of existing single storey side and rear extension. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QDIGKGIJ02X00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QDIGKGIJ02X00</a>	No Objection	13 <sup>th</sup> October 2020	13 <sup>th</sup> November 2020
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=QDYZYQIJGPR00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QDYZYQIJGPR00</a>	No change to SPC's previous decision/recommendation.	18 <sup>th</sup> August 2020	3 <sup>rd</sup> November 2020
DC/20/1549 Graham Watkins	Fieldgate Coltstaple Lane Horsham West Sussex RH13 9BB	Construction of a 2.4m high x 34m long brick-built wall to west of main house with access gate at westernmost extent. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QF92A4IJH0W00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QF92A4IJH0W00</a>	No objection.	29 <sup>th</sup> September 2020	2 <sup>nd</sup> November 2020

Clerk

Deputy Clerk

DC/20/1662 In Office	2 Little Bridges Close Southwater Horsham West Sussex RH13 9HH	Surgery to 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QG0UBBIJH7S00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QG0UBBIJH7S00</a>	No objection but limit to 25% reduction.	Not Available	5 <sup>th</sup> November 2020
DC/20/1671 Graham Watkins	1 Green Close Southwater Horsham West Sussex RH13 9UU	Overhead Lines <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QG2TMSIJ02X00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QG2TMSIJ02X00</a>	No objection.	Not available	13 <sup>th</sup> October 2020
DC/20/1681 Derek Moore	Bourne Hill Byre Kerves Lane Horsham West Sussex RH13 6RJ	Demolition of two existing outbuildings and erection of a new single storey outbuilding. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QG4JPNIJH8R00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QG4JPNIJH8R00</a>	No change to SPC's previous decision/recommendation.	5 <sup>th</sup> October 2020	6 <sup>th</sup> November 2020
DC/20/1700 Derek Moore	Southwater Village Hall Church Lane Southwater Horsham West Sussex RH13 9BT	Installation of 2No. external air source heat pumps to the rear. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGBY94IJHAK00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGBY94IJHAK00</a>	No comment.	7 <sup>th</sup> October 2020	9 <sup>th</sup> November 2020
DC/20/1746 In Office	3 Lakeside Drive Southwater Horsham West Sussex RH13 9TR	Fell 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGL0AAIJHJHDG00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGL0AAIJHJHDG00</a>	Objection unless applicant can demonstrate grounds of structural damage to property or subsidence, or if the tree is in ill health.	12 <sup>th</sup> October 2020	16 <sup>th</sup> November 2020
DC/20/1763 In Office	23 Dover Close Southwater Horsham West Sussex RH13 9XX	Fell 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGOWXOIJHE500">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGOWXOIJHE500</a>	Objection unless applicant can demonstrate grounds of structural damage to property or subsidence, or if the tree is in ill health.	Not Available	12 <sup>th</sup> November 2020
DC/20/1772 Geoff Scoon	37 York Close Southwater Horsham West Sussex RH13 9XJ	Erection of a double storey side extension. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGQRL8IJHEL00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGQRL8IJHEL00</a>	No Objection	14 <sup>th</sup> October 2020	13 <sup>th</sup> November 2020
DC/20/1791 In Office	79 Timber Mill Southwater Horsham West Sussex RH13 9SP	Surgery to 2 x Clusters of Field Maples <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGUJ0IJHFW00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QGUJ0IJHFW00</a>	No objection but limit to 25% reduction.	14 <sup>th</sup> October 2020	18 <sup>th</sup> November 2020
DC/20/1807 In Office	Martindales Southwater West Sussex	Fell 9 x Ash Trees and Surgery to 1 x Oak (Adj to 3-11) <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QH08VGIJ0D600">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QH08VGIJ0D600</a>	No objection.	Not Available	16 <sup>th</sup> November 2020
DC/20/1822 In office	Grumble Oak Little Close Southwater Horsham West Sussex RH13 9UR	Surgery to 1 x Oak <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QH23N4IJ0D600">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QH23N4IJ0D600</a>	No objection but limit to 25% reduction.	14 <sup>th</sup> October 2020	18 <sup>th</sup> November 2020

**11. 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/20/1008 Geoff Scoon	Keepers Cottage Coltstaple Lane Horsham West Sussex RH13 9AN	Amendment to: Removal of mobile home and erection of new annexe with storage garages and workshop <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QBAGXUIJFY00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QBAGXUIJFY00</a>	No Objection Consideration – possible over intensification of the location when including permitted application DC/14/0392. HDC Planning Authority to confirm.	16 <sup>th</sup> September 2020	10 <sup>th</sup> July 2020
DC/20/1129 Graham Watkins	Land West of Northgate House King Edwards Road Christs Hospital Horsham West Sussex RH13 OLD	Amendment to ; Variation of Condition 1 of previously approved application DC/19/0423 (Erection of one dwelling with associated car parking and landscaping) relating to the site, floor and elevations plans. Increase of ridge height from 7.85m to 8m. Replacement of brick and stone to first floor with tile hanging. Installation of additional door to north elevation, and dormer and roof lights to north and east elevations to facilitate a bedroom within the roof space. Installation of solar panels to south elevation. Alteration to window and door arrangement and styles, and position of chimney on east elevation. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QC7SY6IJG8E00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QC7SY6IJG8E00</a>	Response had been previously submitted. Councillor Watkins to submit further response, if required, in conjunction with Vice Chairman of Committee and Deputy Clerk.	10 <sup>th</sup> September 2020	20 <sup>th</sup> August 2020
DC/20/1177 Derek Moore	10 Corfe Close Southwater Horsham West Sussex RH13 9XL	Amendment to: Erection of a side and rear double storey extension. <a href="https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QCKRLHIJGBT00">https://public-access.horsham.gov.uk/public-access/applicationDetails.do?activeTab=externalDocuments&amp;keyVal=QCKRLHIJGBT00</a>	Objection Overdevelopment of site. Concern that new bedrooms are contra to SNP9 & 10, space standards and 1985 housing act, section 326 Bedroom standards, with pre-existing bedroom sizes on minimum levels. Loss of parking area will cause parking difficulty for neighbour and change character of site. Design of frontage out of character with existing neighbouring buildings. Various aspects contrary to both Village Design Statement and that of emerging NP.	5 <sup>th</sup> October 2020	24 <sup>th</sup> August 2020

**12. NEIGHBOURHOOD PLAN – To receive an update**

The Chairman advised that Squires Planning were preparing a briefing document concerning the requirement for a Southwater Infrastructure Delivery Plan in relation to Community Infrastructure Levy (CIL) and as per SNP23 of the Neighbourhood Plan. This process would involve a consultation with the Parishioners as to what they would like the CIL spent on. The briefing document and fee proposal for preparing the Southwater Infrastructure Delivery Plan would be circulated to Councillors in advance of the F&GP Committee meeting.

The Chairman advised that it been previously discussed by the Committee that the postponement of neighbourhood plan referendums due to COVID-19, would have had an impact on the level of neighbourhood Community Infrastructure Levy (CIL) that Southwater would have expected had the referendum been allowed to go ahead and the NP was “made”. A successful referendum would have resulted in 25% (uncapped) being passed to Southwater rather than 15% (and also capped at £100 per dwelling) for no made plan.

The Chairman informed the Committee that there were now special regulations introduced by Central Government which gave powers to the district council to uplift CIL payments from 15% to 25% to Councils that had a Decision Statement issued for their respective neighbourhood plan. The Chairman advised that the Parish Council was actively being supported by District Councillors on the matter. The Chairman stated he would raise comments in relation to CIL and the Neighbourhood Plan with the District Councillors at the Councillor Surgery on Saturday 10<sup>th</sup> October 2020. The Chairman requested the Deputy Clerk write to HDC to request they consider the higher rate.

Councillor Scoon questioned how expenditure of CIL would be determined and whether Southwater Ghyll CIO would have funds allocated to their projects. The Chairman clarified that the Southwater Infrastructure Delivery Plan would determine how CIL is spent as per the outcome of the consultation carried out.

**13. PLANNING APPEALS – (Information only)**

The Deputy Clerk updated the committee that none had been reported or received from HDC.

Councillor Stranks queried whether an appeal had been received on Rascals Farm. The Chairman and Deputy Clerk advised they were not aware of any appeals to the planning application but would check.

**14. DISTRICT COUNCIL DECISIONS – (Information only)**

Deputy Clerk advised these had been circulated by email to the Committee.

**15. PLANNING COMPLIANCE ACTION**

The Chairman updated the Committee that there was still a technical planning issue at Easteds Barn and the Council was waiting on the final outcome. The Chairman advised that legal documents could be released to Councillors once final notice had been received from HDC.

**16. DATE OF NEXT MEETING – 4<sup>th</sup> November 2020.**

**This meeting was not recorded and ended at 8:15pm**

Deputy  
Clerk

Deputy  
Clerk