

**NOTTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 5th NOVEMBER 2015 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

CLERK'S REPORT

3. DECLARATIONS OF INTEREST

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be included in the Minutes.

Where a Member has a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation

5. CHAIRMAN'S ANNOUNCEMENTS

(a) Coltsfoot Drive Post Office

Members are asked to note that notification has been received that the above Post Office is to be modernized and upgraded to a main style branch. The upgrade will include (a) a newly refurbished branch; (b) the continuation of existing services with the addition of a selection of on-demand foreign currency; longer opening hours (9am to 5.30pm, Monday to Saturday); and the availability of selected Post Office services available at the retail counter during shop opening hours. The new Post Office will open on Thursday 26th November 2015 at 1pm.

(b) Asset of Community Value – The Fountain Inn

Members are advised that notification has been received from Horsham District Council (HDC) that the community nomination for The Fountain Inn has been rejected and the land has been included in the Council's (HDC's) list of land nominated by unsuccessful community nominations

(c) Electronic Parishes – up-date

Members have previously been copied in on an email sent to HDC regarding this matter, which was discussed at the last Committee meeting. Members are advised that there has been no response to this email.

That said there is an invitation from HDC to attend a meeting ‘to enable you to transition from paper to digital media when dealing with planning applications’. This will be held on Thursday 12th November 2015 at 2pm

The session will deal with the following –

- An overview of the processes used by HDC in planning
- A demonstration of the Public Access system, including how to set up alerts
- To understand how you currently operate and engage in Planning Consultation
- The proposal to provide paper plans for major applications, including any associated documents
- To agree a Charter for wider communication across the District to enable the service standard to be put into place

Members are asked to note that Ross McCartney, who is currently assisting in the office will be attending this meeting on behalf of the Clerk and the Committee

(d) Planting at Roffey Corner junction

Members may recall from previously circulated papers that this matter was noted at the Property Committee meeting on 15th October.

The Report read as follows - Members are asked to note that Horsham District Council (HDC) has advised that they consider that the present planting within the central reservation at the traffic lights has not worked; thus resulting in a weedy and unattractive site.

The proposal is to replant the area this autumn with low grasses and Erica Carnea ‘Myretoun Beauty’ (heather) for colour.

Members are asked to note that this, ordinarily, would be an item for discussion by the Planning Committee, HDC are keen to begin this Project immediately; unless there are any particularly strong objections.

There were no objections by the Property Committee

RECOMMENDATION

Members are asked to note the Chairman's Announcements

6. COMMITTEE BUDGET MONITORING TO 30.9.2015 AND DRAFT COMMITTEE BUDGET FOR 2016/2017 (FIRST DRAFT)

Members will find enclosed the relevant section from the Council's internal spreadsheet detailing Committee Budget monitoring to 30th September 2015; together with a draft of the 2016/2017 Committee Budget

RECOMMENDATION

- (a) Members are asked to note the Budget Monitoring information**
- (b) Members' views are sought regarding the first draft of the 2016/2017 Committee Budget**

7. RE-NAMING OF EVELYN LANCASTER HOUSE

Members are advised that the proposed new name for the new development is 'Skylark House'.

HDC comments ' it is believed that the Parish Council was originally involved in choosing the name Evelyn Lancaster House after Mrs Evelyn Lancaster who served on both the Parish and District Councils, for a short period of time, as did her husband after she passed away. The company running the scheme feel that the sold name is no longer relevant.

HDC have no powers regarding the naming of a building providing the name is not the same as or similar to an existing road.

The Parish Council has been invited to comment, due to their involvement with the original scheme.

RECOMMENDATION

Members' views are sought

8. PLANNING APPEALS
(a) Notices of Appeal

APPEAL MATTER	Against refusal of Planning Consent
TO BE DETERMINED BY	Householder Written Representations
APPLICATION REFERENCE	DC/15/0953
WARD	Holbrook West
APPLICATION	Single storey side extension to existing dwelling and relocation of existing garden wall
SITE	20, Park Farm Close
APPELLANT	Mrs Jenny Howe
PC COMMENTS	No Objection
APPEAL DECISION	

(b) Appeal Decisions

Members are asked to note that the Appeal Decision letters will be available at the Committee meeting

APPEAL MATTER	Against refusal of Planning Consent
APPLICATION REFERENCE	DC/15/0058
WARD	Roffey North
APPLICATION	Fell 2 x Oak Trees (TPO)
SITE	23, Willow Road
APPELLANT	Mr Ray Allsop
PC COMMENTS	No Objection – but trees to be replaced
APPEAL DECISION	Appeal dismissed

APPEAL MATTER	Against refusal of Planning Consent
APPLICATION REFERENCE	DC/15/0071
WARD	Roffey North
APPLICATION	Fell 1 x Horse Chestnut Tree (TPO)
SITE	17, Conifers Close
APPELLANT	Mr Andrew Algar
PC COMMENTS	No comment made
APPEAL DECISION	Appeal dismissed

RECOMMENDATION

Members are asked to note this section of the Report

9. PLANNING APPLICATIONS RECEIVED

Members are invited to consider the Planning Applications received since 1st October 2015.

There are 13 planning applications to consider individually. Horsham District Council has previously been advised that the Parish Council's comments will be sent after the Committee meeting and not by the response date, as publicly advertised.

Note (1) – Members are encouraged to view these applications before attending the Committee meeting. All the applications are available for viewing between 10am and 4pm, Monday to Thursday; and 10am to 1pm on Fridays. They are similarly available for viewing by members of the public.

Note (2) – Members are advised that there may be a number of plans which, at the time of writing the Report, are not yet available in the Parish Office. These are marked with a * on the Schedule of Planning Applications. These plans will be made available prior to the meeting, as and when they are received.

RECOMMENDATION

Members' views are sought on each of the listed Planning Applications

10. PLANNING DECISIONS

Members will be circulated with the on-going schedule of planning decisions made by the Planning Authority, at the Committee meeting

RECOMMENDATION

Members are asked to note this section of the Report

11. DATE OF NEXT COUNCIL MEETING

Thursday 10th December 2015 (scheduled)

Sue Kemp – Parish Clerk
28th October 2015