

Worth Parish Council
Minutes of the Planning and Highways Committee Meeting
July 10th 2017 at 1930hrs

Present:

Cllr Hitchcock (Chairman)	Cllr Blakemore
Cllr Anscumb	Cllr Casella
Cllr Coote	Cllr Curzon
Cllr Dorey	Cllr Dowsett
Cllr Field	Cllr Gibson
Cllr Lord	Cllr Phillips
	Mr N Kay – St Modwen
Miss S Vaughan (Assistant Clerk)	Mr R Speller – WSCC Highways
	5 members of the public

29. Public Question Time

Five members of the public were present.

Mrs Marsh of Bowers Place, Crawley Down spoke about vehicles parking on the pavement and verge in Bowers Place, this was causing access problems to the Health Centre for emergency vehicles and was causing kerb stones to be dislodged.

Mrs Marsh noted that the hedgerow on Station Road were very overgrown. Cllr Coote advised that the hedges were the responsibility of Affinity Sutton, the housing association.

Mr Williams of Woodlands Close, Crawley Down thanked Mr Speller of WSCC Highways for the new street lighting in Woodlands. Mr Williams noted that the speed of vehicles travelling along Kiln Road was unacceptable and asked Mr Speller to look at the situation, particularly at the Woodlands Close/Kiln Road crossroad.

Mr Dodson of Sandy Lane, Crawley Down spoke about potholes on Turners Hill Road at the junction with Sandy Lane. He noted that some potholes had been repaired and that one side of the road had been left. Mr Dodson has written to MSDC and has been informed by the Highways Steward that no repair work is needed.

Meeting Start: 19:39

30. Apologies

Apologies: None
Absent: Cllr Allen

31. Declaration of Pecuniary and Other Interests

Cllr Blakemore declared an interest in item DM/17/2371 as he had previously given a valuation on the property.

32. Minutes of Planning Committee Meeting

Cllr Hitchcock asked to change the wording of the planning decision for item DM/17/2371 to the following: Note that is application for Lawful Development Certificate and have no grounds to object. If was householder application would ask that building is used for storage only, and not as residential.

It was RESOLVED by all present that the Minutes of the Planning and Highways Committee meeting held on May 8th 2017 were signed as a true and accurate record.

33. Presentation from Richard Speller, WSCC Area Highways Manager

Mr Speller gave a presentation, based on questions submitted to him in advance. The revenue fund that is used to maintain the highway has been cut from £9m to £7m for 2018. The budget was £14m in 2014. The significant reduction in budget affects the following: road maintenance, grass cutting, weed spraying trees and other areas. The Capital Budget is for resurfacing and other large projects. The Revenue Budget is for small works.

Proposed work for making the Turners Hill Road-Vicarage Road junction safer will come out of the Capital expenditure pot and possibly a Community Highways Scheme grant. If the Parish Council

applies, Mr Speller's team will assess it and if it fits in with the Integrated Works Programme, they will allocate funds to the project. Mr Speller will furnish the Council with casualty data for the junction.

Mr Speller has managed to acquire 2 SIDs (speed indicator device) for North CLC Parish Cluster. The SIDs will be available on a rota basis for four weeks at a time.

Mr Speller stated that WSCC Highways has not been monitoring traffic at The Dukes Head roundabout. This may be a developer's survey. Developers are not required to contact WSCCH before commencing survey work.

Mr Speller had been asked to comment on the sinking Turners Hill Road and damage to pavements from parking and utilities. Mr Speller commented that the repair depth for potholes is 40mm. All pavements are walked once per year and intervention only takes place if the repair depth is 20mm, less than 20mm is monitored.

Cllr Curzon mentioned that the pavements in Knowle Drive are in a very poor state of repair, even though the Highways Steward walks the pavements once per year. Mr Speller said that he will check the street history to check maintenance for the road.

Cllr Coote stated that the budget reduction will leave the highways in an ever decreasing state of repair and asked what happened to the money given by the government to repair pot holes. Mr Speller stated that ~~t~~The highway maintenance budget ~~has~~ reduced from £14m in 2014 to £9M in 2017 and possibly £7m in 2018.

The County Council as a whole is looking to make £140m savings by 2020.

Mr Speller addressed the question of how to stop parking on grass verges. WSCCH has tried bollards, the alternative is yellow lines, neither are a long-term solutions. Cllr Hitchcock said that inadequate parking provisions in planning policy and therefore applications are part of the issue. Mr Speller suggests that s106 monies and possibly a grant from the Community Highways Scheme be used to increase parking on Bowers Place Crawley Down by using a strip of the Village Green. Cllr Gibson noted that parking was an important issue and suggested moving to resident parking permits for on-street parking and proposes to put the suggestion forward in the next iteration of the Crawley Down Neighbourhood Plan.

Mr Speller addressed the issue of speed humps. He explained that every case is looked at as implementation is based on casualty reduction, not prevention. He said that in the case of the B2028, if the engineering scheme is sound, a Community Highways Scheme grant could be applied for.

Cllr Hitchcock noted that the Planning Inspector walked from the Dukes Head to Crawley Down and concluded that the footpath was not fit for purpose. Mr Speller stated that vegetation adjacent to the verge is the responsibility of the landowner to cut back. WSCC Highways department has no duty to widen or improve any footpath.

Mr Speller noted that details of the Integrated Works Programme was available on the WSCC website, where projects in Worth Parish can be highlighted. There is also a list of current road space bookings.

Mr Speller was informed that there was a blocked French Drain on the A264, adjacent to the Cophorne Hotel. Mr Speller said that he will ensure his team clears it.

Cllr Blakemore asked who is responsible for ensuring that road signs are clean and cleared of vegetation. Mr Speller said that the signs were previously cleaned annually but due to budget cuts were only cleaned if a team was working in the area; they are not routinely cleaned. Vegetation is the responsibility of the land owner.

Cllr Gibson asked if an ANPR (automatic number plate recognition) was able to be used in conjunction with a SID, Mr Speller replied that it was not.

The Chairman thanked Mr Speller for attending the meeting.

34. Chairman's Announcements

The Chairman welcomed Cllr Dowsett to the Council. Councillor Dowsett will be a Councillor for Crawley Down.

Cllr Hitchcock noted that he is away for the entire month of September and that the Vice Chairman, Cllr Blakemore, would chair meetings.

Cllr Hitchcock noted that Worth Parish Council have received a letter re Japanese Knotweed on the opposite side of the road to the Village Hall in Crawley Down. It was thought that in this case the Japanese Knotweed is on the highway and not on the property named 'Deer Valley'. Cllr Gibson says that there is an infestation along Huntsland, Fermandy Lane, Tiltwood House and Aviary Way. Cllr Field noted that there had been an infestation on the Palmers Garage site, which had held up development of the site. Mr Speller of WSCC Highways was able to confirm that it is the landowner's responsibility to treat and remove any infestation but said that he would add the Japanese Knotweed to the programme of works if the landowner was unable to treat and remove it. Cllr Hitchcock asked Mr Speller for an information sheet on Japanese Knotweed.

35. St Modwen Properties

Mr Nick Kay introduced himself to the Council. He stated that he was aware of the sensitivities regarding the planning application for Copthorne West and notified the Council that he had sent in to MSDC a technical application for infrastructure and a spur road to open up the land for development. He estimated that the programme for completing this element of the works would take from January to September 2018.

St Modwen has looked at the Copthorne Neighbourhood Plan and has submitted representations as the plan doesn't acknowledge the Copthorne West of Holly Farm developments. Mr Kay said that there would be educational and medical contributions to the site.

Mr Kay invited questions.

Cllr Phillips noted that WSCC Education Authority had rejected the creation of a school at Copthorne West, Mr Kay replied that he would ask his colleague Mr Robert Draper to make contact with the WSCC Education Authority.

Cllr Coote stated that the s106 monies could be taken away and that development money is needed in this area. Cllr Coote noted that the proposed roundabout in between the Copthorne Roundabout and M23 Junction 10 Roundabout was not sensible, especially as it would take approximately eight weeks for construction, he asked how road closure would be managed and suggests overnight working would be the only appropriate course of action. Mr Kay responded that the roundabout would be off-centre of the A264 and would not impact the current traffic flow. Cllr Coote asked for technical drawings.

Cllr Field asked if the works scheduled for January to September 2018 included the Shipley Bridge Lane access. Mr Kay said that it did not as that was a separate phase that would be triggered by the 100th occupation.

Cllr Gibson noted that 50 if the social houses are allocated to Crawley and asked if Mr Kay was able to confirm how residents were allocated, he also noted that smaller properties were not available, mainly larger properties. There are only 110 small units. Mr Kay responded that the developer will agree with the consortium of landowners; one landowner is Crawley Borough Council, who have reserved a position on the buy-back option for 50 units. Mr Kay stated that a mix of smaller units is being considered and will deliver a copy of the layout to the Council. The land will be offered to market over 3-4 years.

Cllr Hitchcock thanked Mr Kay for attending the meeting to keep the Council informed about progress and activities regarding the Copthorne West (St Modwen) project.

36. Correspondence

The Assistant Clerk referred Councillors to the correspondence list circulated and asked if there were any queries on any item. There were no queries.

37. Update on MSDC Planning Committee meetings:

- a. District Planning Committee – next meeting: July 13th 2017 at 14:00 hrs.
No reference to Worth Parish Council
- b. Planning Committee A – next meeting: July 20th 2017 at 19:00 hrs.

No documents available.

- c. Planning Committee B – next meeting: August 3rd 2017 at 19:00 hrs.

No documents available.

38. Paperless Planning

Cllr Hitchcock asked if the Planning and Highways Committee needed a hard copy of plans from MSDC, or if plans from the online Planning Portal would be sufficient. Cllr Gibson noted that plans on the Planning Portal are often unreadable and PROPOSED that WPC continues to receive hard copies until the system is adequate. This was AGREED by all.

39. August Recess

It was NOTED that the Council would be in recess for the month of August. The Clerk had suggested that delegated powers be granted for the Chairman, Vice Chairman and Clerk to make planning decisions during this period.

The Councillors stated that they were keen to discuss certain planning applications, if they should come up and wished to have two normal meetings in August.

40. Planning Decisions from Mid Sussex District Council:

Reference	Address	WPC	MDSC
DM/17/0313	Tudor Rose Turners Hill Road Crawley Down RH10 4HH	Object	Withdrawn
DM/17/1020	The Park Farm Snow Hill Crawley Down RH10 3EE	Conditional Support	Refused
DM/17/1576	Copthorne Golf Club Borers Arms Road Copthorne RH10 3LL	Support	Approved
DM/17/1138	1 Long Acre Crawley Down RH10 4HX	Support	Approved
DM/17/1219	Borers Yard Borers Arms Road Copthorne RH10 3LH	Support	Approved
DM/16/4945	2 The Bungalows Station Road Crawley Down RH10 4JE	Noted	Approved
DM/17/1517	Francis Court Borers Arms Road Copthorne RH10 3LQ	Support	Approved
DM/17/1577	Dormer Cottage Sandy Lane Crawley Down RH10 4HS	Support	Approved
DM/17/0135	Courthouse Farm Copthorne Common Road Copthorne RH10 3LA	Support	Approved
DM/17/1818	30 Spring Gardens Copthorne RH10 3RS	Refer to Tree Officer	Approved
DM/17/1703	8 Pasture Wood Close Crawley Down RH10 4AP	Refer to Tree Officer	Approved
DM/17/1583	50 Bridgelands Copthorne RH10 3XD	Refer to Tree Officer	Approved
DM/17/2038	Moonacre Hophurst Lane Crawley Down RH10 4LN	Support	Approved
DM/17/1064	Tamarind Copthorne Common Road Copthorne RH10 3LF	Object	Refused
DM/17/1060	Tamarind Copthorne Common Road Copthorne RH10 3LF	Object	Refused

41. Planning Compliance Action – Nothing to report.

42. Appeals – Nothing to report.

43. Progress on Neighbourhood Plans – To receive and comment upon the latest situation in relation to the Neighbourhood Plans:

- a. Information received at the SALC training session regarding the employment of consultants.

It was NOTED that SALC officers gave info contrary to information that the Clerk had received and that there are certain things that the Council is able to do outside Financial Regulations, e.g. hire a consultant without tendering and spend up to £25,000 on financial and legal services. It was NOTED that there were irregularities in the advice the Clerk was given. It was NOTED that the Clerk acts upon advice given by an organisation that is paid a significant sum of money for membership and that their advice should be sound. Bearing in mind the revised advice the Council is unsure whether self-referral was necessary and whether there is a formal record of self-referral. Cllr Hitchcock PROPOSED that the Clerk write to SSALC for clarification and ask for a reply specific to our situation. Cllr Gibson SECONDED, all AGREED and the motion was CARRIED.

- b. The emerging Copthorne Neighbourhood Plan.

It was NOTED that the Regulation 14 responses are still being processed and that a housing survey had been sent out to Copthorne residents, in the Copthorne Parish Magazine.

Cllr Gibson PROPOSED that the Committee recommend to the GP & Finance Committee that Chris Carey be given a contract. This was SECONDED by Cllr Phillips and AGREED by all. The motion was CARRIED.

c. The adopted Crawley Down Neighbourhood Plan.

Cllr Gibson said that he was collecting data on housing numbers in Worth Parish to indicate that there is a significant number of large housing and that smaller properties are neglected. Cllr Gibson sent an FOI to Mid Sussex District Council as there is an inconsistency in housing numbers. Figures produced by MSDC say that there have been 649 new homes built in the Parish since April 2014. Cllr Gibson believes this to be incorrect, due to tax band calculations and electoral register entries. There are over 5100 homes in the District and MSDC is raising £304,000 in Council Tax, the Worth Parish Council precept is £224,000 which means that MSDC is raising an extra £80,000 per year. Cllr Gibson noted that the Clerk had asked MSDC for official figures but had received no reply.

44. Progress on the Mid Sussex Local Development Framework,

It was NOTED that there was a meeting between Jonathan Bore and the interested parties at the end of the month. It was NOTED that the Clerk had sent a letter to the DPS and had received a reply stating that the letter could not be considered as there had been no representation made.

45. Infrastructure Schedule and Associated Section 106 monies – To receive and comment upon the latest situation in relation to the progress of the Local Plan.

a. To discuss the Copthorne Sports and Community Association Tender Evaluation.

Cllr Phillips declared an interest and confirmed that Sports England had given a grant for £65,000 and MSDC for £35,000 for the secondary drainage work. The work will take a few weeks to complete. This was NOTED.

With regard to the Vicarage Road/B2028 junction improvement Cllr Hitchcock will take up points with Mr Speller once an application for a Community Highways Scheme grant has been made. Mr Speller's department will evaluate this application.

Cllrs Gibson and Hitchcock would progress the Crawley Down Village Hall car parking with a view to submitting an application for planning permission.

46. Planning Applications

It was RESOLVED that the recommendations contained in the following to be conveyed to the District Council:

<p><u>DM/17/2369</u> <u>Ridgewood Lake View Road Furnace Wood RH19 2QB</u> Variation of condition 2 relating to planning application DM/17/0302 to slightly increase the size of the garage whilst maintaining the same ridge height.</p>	<p>The Council would remind the Planning Officer of the previous email correspondence with reference to unsuitable size.</p>
<p><u>DM/17/2506</u> <u>4 Grange Farm Cottages Turners Hill Road Crawley Down RH10 4EY</u> Extensions and alterations.</p>	<p>Support. Having taken into consideration CDNP Policy 4.1 a), the Council would not normally support such proposals, as the proposed extension is not subservient in terms of scale. However, it supports on this occasion, due to the size of the plot.</p>
<p><u>DM/17/2552</u> <u>Balmoral Brookhill Road Copthorne RH10 3QU</u> Proposed double garage.</p>	<p>Object. The Council objects to this application on the basis that the proposed building is of an excessive size for a domestic garage.</p>
<p><u>DM/17/2562</u> <u>42 Bramble Way Crawley Down RH10 4AJ</u> Rooms in roof with Velux windows front and rear dormer.</p>	<p>Object, as proposed extension would have an un-neighbourly impact on adjacent properties.</p>
<p><u>DM/17/2587</u> <u>44 Kitsmead Copthorne RH10 3PW</u> Proposed detached garage.</p>	<p>Conditional Support with the provision that the kerb is not dropped.</p>
<p><u>DM/17/2602</u> <u>Raema Brookhill Road Copthorne RH10 3QJ</u></p>	<p>Support.</p>

<p>Enlargement of Southern dormers and replacement of Western first floor window with two smaller windows. Please note amended Case Officer.</p>	
<p><u>DM/17/2625</u></p> <p><u>1 Verwood Cottages Shipley Bridge Lane Copthorne RH10 3JL</u></p> <p>Two storey side and rear extension with attic room in accordance with planning permission WP/03/01265/FUL.</p>	<p>Noted.</p>
<p><u>DM/17/2651</u></p> <p><u>Beechcroft Sandy Lane Crawley Down RH10 4HU</u></p> <p>Alterations including part first floor extension above existing, rear two storey extension and replacement roof over existing. Also proposed balcony on the north-west side elevation.</p>	<p>Support.</p>
<p><u>DM/17/2687</u></p> <p><u>Lampson Court Copthorne Common Road Copthorne RH10 3SL</u></p> <p>Pinus Sylvestris (OAFD) - Remove lowest northern growing limb back to main stem. Reduce northern lateral spread back away from property by 1.5m. Pinus Sylvestris (OAFE) - Reduce northern canopy away from property by 1.5m. Pinus Sylvestris (OAFF) - Fell to 1m stump. Quercus Robur (O AFL) - Fell to ground level.</p>	<p>Support the tree officer's decision.</p>
<p><u>DM/17/2663</u></p> <p><u>Dechmont Borers Arms Road Copthorne RH10 3LJ</u></p> <p>Demolish existing conservatory and construct rear single storey extension. First floor extension over existing garage with adjoining 2 storey extension to rear. Convert existing garage to habitable space.</p>	<p>Support.</p>

47.Date of the next meeting – To be advised.

Meeting closed at 21:25 hrs

Chairman: _____

Date: _____