

# PETWORTH TOWN COUNCIL

## MINUTES OF A MEETING OF THE HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE HELD ON TUESDAY 22 JULY 2015 IN THE TOWN COUNCIL OFFICE AT 7 PM

**Cllrs Present:** Mr Rob Evans (Chairman)  
Mr David Burden  
Mr Chris Kemp  
Mr Tony Sneller  
Mrs Carry Smith  
Mr Tony Rogers  
Mrs Liz Singleton

**Apologies:**  
Mr Neville Fox  
Mr Michael Peet

**In attendance:** Town Clerk, Mrs Rebecca Knifton

P/47/15 Apologies for absence

Apologies received from Cllrs Fox and Peet who were both on annual leave.

P/48/15 Declarations of Interest

Cllr Rogers declared a Personal Interest for the following planning application:  
Boxall House East Street Petworth West Sussex GU28 0AB  
SDNP/15/02930/HOUS & SDNP/15/02931/LIS

There were no further declarations of Pecuniary, non-Pecuniary or Personal interests in relation to any other items included on the agenda for this meeting in accordance with **THE LOCALISM ACT 2011** and the **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**.

P/49/15 Minutes of the previous Meetings

Cllr Fox had submitted an email to the Chairman and the Clerk regarding minute P/44/15. He had stated that after the previous meeting, PTC's comments had been located by himself and therefore the minute should be changed to reflect this.

Cllr Kemp reminded members that the minutes were to record what took place at the meeting and at that time, PTC's response had not been located and no electronic or paper copy existed.

It was unclear as to why PTC's comments had not been logged under 'Consultee' or indeed as a 'Public Comment' and had been found amongst a number of associated documents.

With this in mind, the minute stands.

The minutes of the meeting held on 23 June 2015 were **AGREED** as a true record.

Proposed by Cllr Burden and seconded by Cllr Sneller.

**RECOMMENDED** that the minutes are approved by Council.

**NOTED:** Committee Chairman, Cllr Rob Evans wished to raise the subject of the s106 email received from CDC relating to the proposed development at Rotherlea (minute P/44/15). It was noted that the Officer in charge of s106 had submitted a very brief email to SDNP Planning requesting the s106 contribution for the Community Facilities contribution which could be up to £58,971.

It was categorically **AGREED** that the potential funds available would not come close to counteracting the detrimental effects on the Parish's infrastructure and community as a whole and would therefore not be enough money.

**ACTION:** The Clerk to revert to Shona Turner stating that the offer was not enough.

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It was **NOTED** that the Committee had allocated time at the beginning of the meeting to hear a public representation from Mr Pete Davies of Southdowns Construction but by this point in the meeting, it was clear that he would not be attending.

Reference was made to the email received from Mr Davies whereby he had written to Andrew Tyrie MP requesting support for his development and stating that PTC had not responded to his numerous emails. It was further **NOTED** that PTC had received a letter from Mr Tyrie passing the enquiry back to PTC.

It was acknowledged that in fact Mr Davies had only contacted PTC once via email prior to his email to Andrew Tyrie MP and that this had been sent earlier the same day.

In any event, it was unclear as to whether the proposed development fell within the Petworth Parish boundary as the site was located at Heath End. In addition to this, it was **NOTED** that Andrew Tyrie MP was the MP for Chichester and that Mr Davies' email should have been addressed to Nick Herbert MP.

**ACTION:** It was **AGREED** that the Clerk will email Mr Tyrie MP and explain that Mr Davies had been given an opportunity to promote his development but had failed to show or send an apology. The Clerk will also respond to Mr Davies to inform him that he had written to the wrong MP and to enquire into why he did not attend and to ascertain whether the proposal was inside the Parish curtilage

P/50/15      Traffic Consultants

The following report had been circulated to all Cllrs and was discussed:

## **Outline brief for traffic issues in Petworth**

Petworth is a historic market town set in the South Downs National Park, in the north east area of Chichester District in West Sussex. It has the 17<sup>th</sup> century Petworth House at its centre with Park land designed by Capability Brown. Today the national trust runs Petworth House attracting over 150,000 visitors a year as well as hosting a number of annual events.

Since 1541, the town developed around the market square, which today forms part of a busy through route on the A272.

Despite obvious problems associated with a high volume of traffic, Petworth is generally well maintained and still can be described as picturesque with a mix of traditional buildings, including red brick, flint and timber frame. Some of the side streets are cobbled which adds to the overall charm and appeal of the town. There are several notable buildings including Leconfield hall built in 1793 as a market building, occupying one side of the market square, it is hired out for a range of events.

The road network which sees the A272 A283 and A285 intersect is the only transport link and so residents and visitors are mainly reliant on the car we also have a limited bus service, and Petworth house also attracting coach parties.

There is a spacious car park to the southern side of the town.

Development options for Market Square and Golden Square which address the need to alter the ratio of pedestrians to car space in both squares. It is recognised that the change would need to run alongside improving signage to and from the car park.

Introduce signs on the approach roads outlining the need for care and speed reduction due to narrow streets.

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Seek proposals to overcome significant issues of narrow and dangerous pavements.

Speed limit reduction to 20 mph with gating or bottle necks and white lining.

Reduce the number of HGV's through the centre of the town with more effective enforcement of weight limit ban.

Conduct a road signage audit.

Coordinate clear logical signage for vehicles and pedestrians including clear and obvious signage showing route to carpark.

There is an existing lorry route to the east of the town.

Highways are under the control of West Sussex County Council.

**AGREED** to put aside £10k in next year's budget to employ a traffic consultant. This will be discussed at full Council.

**AGREED** that a working group will be set up.

**AGREED** that both companies will be asked to attend the Working Group to present their plans.

**ACTION:** to invite formal Tenders.

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Cllr Smith requested a leave of absence due to a prior commitment. **AGREED.**

Cllr Burden requested a leave of absence due to a prior commitment. **AGREED.**

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P/51/15 Planning Applications

**Create new first floor studio accessed by new staircase to east wing, create new WC to ground floor and create en suite shower room/wc to first floor bedroom.**

Planning Application

Boxall House East Street Petworth West Sussex GU28 0AB

Ref. No: SDNP/15/02930/HOUS & SDNP/15/02931/LIS

Proposed by Cllr Evans and seconded by Cllr Sneller.

**RECOMMEND NO OBJECTION**

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**Change existing window to door on west elevation. Extend paving around perimeter of building. Erect traditional blue police light and phone to front of building. Fit yellow police phone to external face of building.**

Planning Application

Petworth Library High Street Petworth West Sussex GU28 0AU

Ref. No: SDNP/15/03089/FUL

Proposed by Cllr Singleton and seconded by Cllr Rogers.

**RECOMMEND NO OBJECTION**

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**ACTION:** The Clerk to write to the Police and ask what is intended for the existing Police light.

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## Demolition of single storey rear and side extension and replacement brick pitched roof extension and internal alterations.

Planning Application

Bigenor Farm Cottage Shopham Road Petworth West Sussex GU28 0JP

Ref. No: SDNP/15/02909/HOUS

Proposed by Cllr Sneller and seconded by Cllr Evans.

**RECOMMEND NO OBJECTION**

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## Two oval signs adjacent to entrance door and one, high level sign, both attached to the building. to replace existing signage.

Planning Application

Augustus Brandt Ltd, Newlands House Pound Street Petworth West Sussex GU28 0DX

Ref. No: SDNP/14/05587/ADV

Proposed by Cllr Kemp and seconded by Cllr Rogers.

**RECOMMEND NO OBJECTION**

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## Internal alterations at ground and first floor level to create a separate unit of accommodation. Raising of the ridge and two north facing rooflight windows and one additional south facing rooflight.

Planning Application

Jevington Court East Street Petworth West Sussex GU28 0AB

Ref. No: SDNP/15/01688/HOUS

Proposed by Cllr Rogers and seconded by Cllr Sneller.

**RECOMMEND NO OBJECTION**

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P/52/15      Decisions

<b>Case No:</b>	SDNP/15/01781/HOUS		
<b>Decision:</b>	Approved	<b>Decision Date:</b>	10 June 2015
<b>Case Officer:</b>	Rafa Grosso Macpherson		

**Applicant:** Mr Richard Carline

**Proposal:** Canopy to south elevation over french doors.

**Location:** 2 the Courthouse, Rosemary Lane, Petworth, West Sussex, GU28 0BA

**Grid Ref:** 497850 121500

<b>Case No:</b>	SDNP/14/00829/HOUS		
<b>Decision:</b>	Refused	<b>Decision Date:</b>	17 June 2015
<b>Case Officer:</b>	Mr Martin Mew		

**Applicant:** Mr Richard Towner

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**Proposal:** Creation of parking space by the removal of 3.1m of existing rear wall and erection of automated hardwood gates.

**Location:** The Cobbles , Lombard Street, Petworth, West Sussex, GU28 0AG

**Grid Ref:** 497671 121812

<b>Case No:</b>	SDNP/15/02128/HOUS		
<b>Decision:</b>	Approved	<b>Decision Date:</b>	18 June 2015
<b>Case Officer:</b>	Rafa Grosso Macpherson		

**Applicant:** Mr & Mrs Molland

**Proposal:** Proposed conservatory to the rear of the property.

**Location:** 16 Garland Close, Petworth, West Sussex, GU28 0QZ

**Grid Ref:** 497882 121333

<b>Case No:</b>	SDNP/15/00637/OUT		
<b>Decision:</b>	Refused	<b>Decision Date:</b>	26 June 2015
<b>Case Officer:</b>	Derek Price		

**Applicant:** Mr Dormer

**Proposal:** Erection of 5 no. dwellings (comprising 5 flats) and associated works

**Location:** Elklands , Dawtrey Road, Petworth, West Sussex, GU28 0EA

**Grid Ref:** 497597 121252

<b>Case No:</b>	SDNP/15/00789/LIS		
<b>Decision:</b>	Approved	<b>Decision Date:</b>	26 June 2015
<b>Case Officer:</b>	Vicki Colwell		

**Applicant:** Leazell Estate

**Proposal:** Internal alterations to facilitate use of first floor as self-contained flat including reinstatement of original staircase and reconfiguration of modern partitions.

**Location:** The Club Room , High Street, Petworth, West Sussex, GU28 0AU

**Grid Ref:** 497769 121598

**This application requires to be recorded on the Local Land Charges Register**

<b>Case No:</b>	SDNP/15/01121/FUL		
<b>Decision:</b>	Approved	<b>Decision Date:</b>	25 June 2015
<b>Case Officer:</b>	Vicki Colwell		

**Applicant:** G Chandler and Son

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**Proposal:** Fish rearing ponds.

**Location:** Moor Farm, Horsham Road, Petworth, West Sussex, GU28 0HD

**Grid Ref:** 498727 123630

**This application requires to be recorded on the Local Land Charges Register**

<b>Date Valid:</b>	5 May 2015		
<b>Decision:</b>	Approved	<b>Decision Date:</b>	3 July 2015
<b>Case Officer:</b>	Jenna Shore		

**Applicant:** Mr Hadfield

**Proposal:** Construction of white timber conservatory to rear

**Location:** Westgrove, Rosemary Lane, Petworth, West Sussex, GU28 0BA

**Grid Ref:** 497811 121468

**This application requires to be recorded on the Local Land Charges Register**

<b>Case No:</b>	SDNP/15/02649/TCA		
<b>Decision:</b>	Raise No Objection	<b>Decision Date:</b>	1 July 2015
<b>Case Officer:</b>	Henry Whitby		

**Applicant:** Mr Michael South

**Proposal:** Notification of intention to fell 1 no. Sycamore tree.

**Location:** 6 the Mews, High Street, Petworth, West Sussex, GU28 0AU

**Grid Ref:** 497739 121571

**This application requires to be recorded on the Local Land Charges Register**

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Meeting closed – 8.30pm

Signed.....

Chairman

Dated