

PETWORTH TOWN COUNCIL

MINUTES OF A MEETING OF THE HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE HELD ON TUESDAY 4 AUGUST 2015 IN THE TOWN COUNCIL OFFICE AT 6 PM

Cllrs Present: Mr Rob Evans (Chairman)
Mr David Burden
Mr Chris Kemp
Mr Michael Peet (Noted that Cllr Peet will be removed from this Committee)
Mrs Carry Smith
Mr Tony Rogers
Mrs Liz Singleton

Apologies:
Mr Neville Fox
Mr Tony Sneller

In attendance: Town Clerk, Mrs Rebecca Knifton

P/53/15 Apologies for absence

Apologies received from Cllr Fox and Sneller due to work commitments.

P/54/15 Declarations of Interest

There were no declarations of Pecuniary, non-Pecuniary or Personal interests in relation to any 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/55/15 Minutes of the previous Meetings

Cllr Fox had submitted a further email to Council regarding minute P/44/15 and in turn P/49/15. He had stated that after the meeting of the 23rd of June, PTC's comments had been located by himself and therefore the minutes should be changed to reflect this.

Cllr Kemp had responded to Cllr Fox's email to clarify that the planning minutes of the 23rd June and the 22nd of July were correct and did record the meeting accurately. The planning committee had looked at the SDNPA's web site at the meeting of 23rd of June and the comment had not been found. The Committee were satisfied at that time that what was recorded in the minutes was correct. The minutes had recorded exactly what had happened at the meeting and that retrospective amendments could not be made.

The PTC objection in question was entered from the previous Clerk's private email address by the then assistant Clerk and not via the PTC email address.

It had been noticed that SDNPA planning site does not always have the documentation in the correct areas and we have passed a comment to them on this matter.

It was also noted that the minutes had already been resolved and adopted by the council and therefore could not be changed unless specific criteria had been met in accordance with PTC's Standing Orders. Lobbying by email, unless a correction was on fact, still must be proposed and seconded and then resolved at the appropriate meeting. Only then can the comments be disregarded. It was noted that the Councillors that were at the meeting considered whether their minutes were a true record of the event, and a Councillor who did not attend the meeting was therefore unable to change them.

With this in mind, both minutes stand.

The minutes of the meeting held on 22 July 2015 were **AGREED** as a true record.

Proposed by Cllr Kemp and seconded by Cllr Smith.

RECOMMENDED that the minutes are approved by Council.

Minute P/50/15 – **AGREED** that the Clerk will email the Traffic Consultants to organise a date to meet.

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P/56/15 Planning Applications
Electrically operated gates to south facing elevation.

Planning Application
Tranquility Rosemary Lane Petworth West Sussex GU28 0BA
Ref. No: SDNP/15/03591/HOUS |

Proposed by Cllr Kemp and seconded by Cllr Evans.

RECOMMEND NO OBJECTION

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/15/02910/LIS

Proposed by Cllr Singleton and seconded by Cllr Smith.

RECOMMEND NO OBJECTION

To replace existing roof light in east facing roof pitch with conservation equivalent. To add 2 further conservation roof lights to east facing roof pitch

Planning Application
Stringers Cottage East Street Petworth West Sussex GU28 0AB
Ref. No: SDNP/15/03537/LIS |

Proposed by Cllr Smith and seconded by Cllr Rogers.

RECOMMEND NO OBJECTION

P/57/15 Decisions

Case No:	SDNP/14/05489/LIS		
Decision:	Approved	Decision Date:	17 July 2015
Case Officer:	Derek Price		

Applicant: Roundtree Holdings Ltd

Proposal: Erection of a single storey structure within the grounds of Newlands House which will contain a cafe with ancillary kitchen and seating area. Alterations to Newlands House include a new staircase from ground to first floor which will replace the existing stair, form new door opening, new service platform and new lightweight partitioning to enclose new WC's. It is also intended to demolish and outbuilding, which is not listed, although on the grounds of Newlands House.

Location: Newlands House, Pound Street, Petworth, West Sussex, GU28 0DX

Case No:	SDNP/14/05490/FUL		
Decision:	Approved	Decision Date:	17 July 2015
Case Officer:	Derek Price		

Applicant: Roundtree Holdings Ltd

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Proposal: Erection of a single storey structure within the grounds of Newlands House which will contain a cafe with ancillary kitchen and seating area. Demolition of outbuilding, which is not listed although on the grounds of Newland House.

Location: Newlands House, Pound Street, Petworth, West Sussex, GU28 0DX

Case No:	SDNP/15/02599/HOUS		
Decision:	Approved	Decision Date:	17 July 2015
Case Officer:	Rafa Grosso Macpherson		
Applicant:	Mrs Georgina Corbett		

Proposal: Hard tennis court with 2.75m high chainlink fencing enclosure.

Location: Langmead House, Station Road, Heath End, Petworth, West Sussex, GU28 0JG

Case No:	SDNP/15/02537/LDP		
Decision:	Approved	Decision Date:	17 July 2015
Case Officer:	Beverley Stubbington		

Proposal: Changes of use of first floor of premises from retail (A1) to self contained 1 bed flat minor internal works.

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

Case No:	SDNP/15/01688/HOUS		
Decision:	Approved	Decision Date:	17 July 2015
Case Officer:	Jenna Shore		

Applicant: Mr John Wright

Proposal: 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.

Location: Jevington Court, East Street, Petworth, West Sussex, GU28 0AB

Case No:	SDNP/15/01689/LIS		
Decision:	Approved	Decision Date:	23 July 2015
Case Officer:	Jenna Shore		

Applicant: Mr John Wright

Proposal: 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.

Location: Jevington Court, East Street, Petworth, West Sussex, GU28 0AB

NOTED that the next meeting will be held on Thursday the 20th of August at 6.30pm

Meeting closed – 6.35pm

Signed.....

Chairman

Dated