



Petworth Town Council

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Dear Cllr

I HEREBY GIVE NOTICE that a meeting of the **HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE** will be held on **MONDAY 21 MARCH 2016** in **PETWORTH TOWN COUNCIL OFFICES** commencing at **7pm**.

Yours sincerely

Becca

Mrs Rebecca Knifton ACILEx
TOWN CLERK

15 March 2016

Agenda

1. Apologies for absence
2. Declarations of interest
To receive from Members declarations of Pecuniary and non-Pecuniary 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**.
3. Meeting Dates
To propose further scheduled meeting dates for the committee.
4. Minutes of the previous meeting **APPENDIX A & B**
5. Planning Applications

Variation of condition 3 of permission SDNP/15/05062/HOUS. Doors painted white. Design and material to match existing and appear natural.

Planning Application
2 The Mews High Street Petworth West Sussex GU28 0AU
Ref. No: SDNP/16/00869/CND

Replacement conservatory.

Planning Application
Hungers Corner Farm Byworth Road Byworth Petworth West Sussex GU28 0HW
Ref. No: SDNP/16/00327/HOUS & SDNP/15/06456/LIS

Dormer window.

Planning Application
2 The Mews High Street Petworth West Sussex GU28 0AU
Ref. No: SDNP/15/06480/HOUS

Proposed new mono pitch light industrial storage unit.

Planning Application

Haslingbourne Depot Haslingbourne Lane Petworth West Sussex GU28 0JH

Ref. No: SDNP/16/00818/FUL

6. Decisions

Case No:	SDNP/15/05445/HOUS		
Decision:	Approved	Decision Date:	4 March 2016
Case Officer:	Jenna Shore		

Applicant: Mr Mark Perry

Proposal: Erection of rear conservatory and replacement of bay windows with flat windows to match north elevation.

Location: Rother View Cottage, Kilsham Lane, Petworth, West Sussex, GU28 0LJ

Case No:	SDNP/15/06406/HOUS		
Decision:	Approved	Decision Date:	15 February 2016
Case Officer:	Jenna Shore		

Applicant: Mr Ballantyn

Proposal: First floor rear extension.

Location: Egdean Farm, Woodruff Lane, Petworth, Pulborough, West Sussex, RH20 1JX

**MINUTES OF A MEETING OF THE HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE
HELD ON MONDAY 25 JANUARY 2016 IN THE TOWN COUNCIL OFFICE AT 7 PM**

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

Apologies:
Town Clerk, Mrs Rebecca Knifton
Mr David Burden
Mr Neville Fox

P/1/16 Apologies for absence

Apologies were received from the Clerk, Cllrs Burden and Fox.

P/2/16 Declarations of Interest

None

P/3/1 Minutes of the previous meeting

The previous minutes were unavailable for signature at this meeting but had been previously circulated. To be circulated and approved at the next meeting.

P/4/16 Planning Applications

First floor rear extension.

Planning Application

Egdean Farm Woodruff Lane Petworth Pulborough West Sussex RH20 1JX

Ref. No: SDNP/15/06406/HOUS

Proposed by Cllr Smith and seconded by Cllr Kemp.

RECOMMEND No Objection

Creation of 2 no. car parking spaces and erection of a retaining wall.

Planning Application

327 and 347 High Street Petworth West Sussex GU28 0AU

Ref. No: SDNP/15/05946/FUL

Proposed by Cllr Rogers and seconded by Cllr Singleton.

RECOMMEND No Objection

Change of use from B1(a) offices to 1 no. dwelling with alterations including the insertion of double doors with sidelights on the first floor rear elevation to provide access to proposed terrace over garage.

Planning Application

First and Second Floors New Street House New Street Petworth West Sussex GU28 0AS

Ref. No: SDNP/15/05641/FUL & SDNP/15/05640/LIS

Proposed by Cllr Kemp and seconded by Cllr Evans.

RECOMMEND No Objection

Replacement of windows.

Planning Application

Flat 1 Linden Court Park Rise Petworth West Sussex GU28 0LN

Ref. No: SDNP/15/05825/FUL

Proposed by Cllr Rogers and seconded by Cllr Smith.

RECOMMEND No Objection

1 no. non-illuminated fascia sign, 1 no. non-illuminated projecting sign, 1 no. nameplate.

Planning Application

National Westminster Bank Market Square Petworth West Sussex GU28 0AL

Ref. No: SDNP/15/05866/ADV & SDNP/15/05121/LIS & SDNP/15/05120/FUL

Proposed by Cllr Evans and seconded by Cllr Singleton.

RECOMMEND No Objection

Reduce overhanging branches on west side back to boundary line on smaller suppressed trees (T1). Reduce lower crown on west sector by 4.5m and upper crown on west sector by 2m on 1 no. Sycamore tree (T2). Reduce height by approx. 6m (to where main stem divides), reduce west side of canopy by 4m, crown thin by 10% and remove small re-growth from main stem on 1 no. Lime tree (T3). All trees within Area, A1 subject to PW/03/00847/TPO

Planning Application

New Grove Grove Street Petworth West Sussex GU28 0BD

Ref. No: SDNP/15/06072/TPO

Proposed by Cllr Singleton and seconded by Cllr Smith.

RECOMMEND No Objection

Demolition of single storey building and replacement 2 no. dwellings.

Planning Application

The Granary Station Road Petworth West Sussex GU28 0JF

Ref. No: SDNP/15/04849/FUL

WITHDRAWN

P/5/16 Decisions

NOTED

Case No:	SDNP/15/04682/HOUS		
Decision:	Approved	Decision Date:	14 December 2015
Case Officer:	Jenna Shore		

Applicant: Mr and Mrs J Hashfield

Proposal: Flat roof side extension and increase drive width, revisions to Approval SDNP/14/01920/HOUS.

Location: Whitelocks, Sheepdown Close, Petworth, West Sussex, GU28 0BP

Case No:	SDNP/15/05150/FUL		
Decision:	Application Withdrawn	Decision Date:	10 December 2015
Case Officer:	Jenna Shore		

Applicant: Mrs Gilda Owen
Proposal: Change of colour of the shop front from brown to white, new shopfront doors and blocking up of the rear services entrance.
Location: Co-Operative, Market Square, Petworth, West Sussex, GU28 0AH

Case No:	SDNP/15/04554/FUL		
Decision:	Approved	Decision Date:	7 December 2015
Case Officer:	Jenna Shore		

Applicant: Mrs Elizabeth Green
Proposal: Solar panels on activity shed at Petworth Community Garden.
Location: Allotment Gardens East of 398, Tillington Road, Petworth, West Sussex

Next meeting – Monday 22nd February 2016

Meeting closed – 8pm

APPENDIX B

**MINUTES OF A MEETING OF THE HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE
HELD ON MONDAY 22 FEBRUARY 2016 IN THE TOWN COUNCIL OFFICE AT 7 PM**

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

Apologies:
Town Clerk, Mrs Rebecca Knifton
Mr Neville Fox

P/6/16 Apologies for absence
Apologies were received from the Clerk and Cllr Fox.

P/7/16 Declarations of Interest
None

P/8/16 Representation as requested by the Chairman

The Leconfield Hall

The Committee agreed to hear a short address from Mr Hugo Sturt - Advisor to the Trustees of the Leconfield Hall.

Mr Sturt explained that The Trustees are proposing to apply for permission to install solar panels and a satellite dish on a section of flat roofing on the Leconfield Hall facing South West.

This is to allow live streaming of topical events into the Hall for the Community's benefit and in the case of the solar panels to help stabilise future energy costs.

Full Planning Permission and Listed Buildings Permission will be applied for in due course but Mr Sturt wanted to gauge the Committee's informal views before proceeding any further.

Funding has been secured in principle ahead of the changes in Government policy for this type of installation.

The Planning Committee commented as follows:

We feel both aspects would, in principle, be for the benefit of the whole community

However, we can only give formal feedback once a planning application has been submitted to CDC.

Councillor Kemp suggested that the full Town Council could endorse the concept at their next meeting if it becomes an agenda item, subject to detailed design considerations at a later date.

Additional Representation: The Vicarage (otherwise known as The Rectory)

ACTION: The Clerk to check which is the formal address of the property.

The Chairman raised the subject of the apparent recent destruction of a line of trees within the property's boundary, on its border with The Shimmings, without any planning permission and asked for the Committee's comments and views.

Councillor Kemp informed the meeting that this had involved an overgrown long hazel hedgerow which had indeed been drastically pollarded outside the nesting season and was overdue to be done but the action had been carried out without going through the required planning process.

The Church Authorities have been reported for not following the proper process and this is being investigated.

Apparently the hazel will recover and regrow over a number of years and the intention is that it will then be professionally laid as a hedgerow.

The Chairman asked for this to be noted in the Minutes of this meeting.

P/9/16 Meeting Dates

It was agreed that the next two meetings will be held on Monday 21st March and Monday 25th April at 7pm in the PTC offices.

P/10/16 Minutes of the previous meeting

Formal Minutes of the previous meeting were not tabled because the Clerk was absent. These will be circulated either as soon as possible or at the next full Town Council meeting.

P/11/16 Planning Applications

Notification of intention to fell 1 no. Beech tree (nos. 27).

Petworth Real Tennis Club Church Street Petworth West Sussex GU28 0DT

Ref. No: SDNP/16/00674/TCA

The committee were concerned about the potential loss of these two old Beech trees even if the reason is that they are threatening the integrity of a nearby Grade 1 Listed structure. The Committee would like more

information on whether there might be another way to contain the problem without requiring their total removal. The Committee would like sight of any report which may have been produced by a tree surgeon. In the meantime PTC will put forward an Objection.

Proposed by Cllr Rogers and seconded by Cllr Singleton.

RECOMMEND Objection on the above grounds.

Change of use of first and part second floor from A2 (financial and prof services) / B1 (business) to C3 (residential use), and associated works.

Market Square House Market Square Petworth West Sussex GU28 0AH

Ref. No: SDNP/16/00246/FUL

Proposed by Cllr Rogers and seconded by Cllr Singleton.

RECOMMEND No Objection

Glass roofed veranda.

1 Rosemary Lane Petworth West Sussex GU28 0FH

Ref. No: SDNP/15/04788/HOUS

Proposed by Cllr Evans and seconded by Cllr Smith.

RECOMMEND No Objection

Installation of 1 no. external fascia sign.

Dales Country Interiors Market Square Petworth West Sussex GU28 0AH

Ref. No: SDNP/16/00324/ADV

Proposed by Cllr Evans and seconded by Cllr Rogers.

RECOMMEND No Objection

Erection of two bay garage/car port and log store.

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

Ref. No: SDNP/16/00265/HOUS

Proposed by Cllr Singleton and seconded by Cllr Smith.

RECOMMEND No Objection

Double storey rear extension.

Trevornick 65 Sheepdown Drive Petworth West Sussex GU28 0BX

Ref. No: SDNP/16/00360/HOUS

Proposed by Cllr Singleton and seconded by Cllr Kemp.

RECOMMEND No Objection

Change of use from agricultural building to holiday let accommodation (revisions to approved scheme).

Shoats Farm A272 Brinksole Lane To Wakestone Lane Foxhill Petworth GU28 0HE

Ref. No: SDNP/15/06489/FUL

Proposed by Cllr Smith and seconded by Cllr Evans.

RECOMMEND No Objection

Replacement of existing signage.

Exchange House Station Road Petworth West Sussex GU28 0BF

Ref. No: SDNP/15/06309/ADV

Proposed by Cllr Evans and seconded by Cllr Singleton.

RECOMMEND No Objection

Replacement of existing west single half glazed door with fully glazed doors and installation of rooflights.

The Manse High Street Petworth West Sussex GU28 0AU

Ref. No: SDNP/15/06405/LIS

Proposed by Cllr Kemp and seconded by Cllr Rogers.

RECOMMEND No Objection

First floor extension and minor alterations to elevations of existing house.

The Old Tanneries Byworth Road Byworth Petworth GU28 0HL

Ref. No: SDNP/15/06404/HOUS

The Committee raised concerns that the present proposals were architecturally out of scale, not in keeping with the nearby surroundings and were considered to be overdevelopment.

Proposed by Cllr Rogers and seconded by Cllr Singleton.

RECOMMEND **Objection on the grounds stated above.**

P/12/16 Decisions

Not available for this meeting

Meeting closed – 9pm