

**NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
THURSDAY 21<sup>ST</sup> MARCH 2019 at 7.30pm  
AT ROFFEY MILLENNIUM HALL**

**CLERK'S REPORT TO BE READ IN CONJUNCTION WITH THE AGENDA  
Numbers relate to those on the agenda.**

**1. Public Forum**

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

**3. Declaration of Interests**

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**

1. The Parish Council received an e-mail response from the Street Scene Manager at Horsham District Council regarding a request to install and empty litter bins on the A264 Northern Bypass and the A24 south from Great Daux.

"Thank you for your email, my line manager and myself had the same discussion at the last liaison group meeting , we did explain that we would not be looking to put litter bins in the laybys because our experience is that they attract dumping , however we have put those laybys on a weekly schedule for litter picking and obviously we will keep an eye on the situation and if they need more than a once a week litter pick then we will increase the frequency. Also we will be having enforcement days where we will be monitoring the trucks in particular and if we find any litter coming out of the trailers then we will be issuing Fixed Penalty Notices to the culprits. "

2. Copies of the Completion Memo and scanned signed Deed of Variation agreements for the Holbrook Club, Land at Jackdaw Lane (DC/16/2855) have been received by the Parish Council along with the report that explains why this is necessary. The Deed of Variation is in relation to the removal of the requirement for more than 50% of the Open Market Units to be occupied at the Holbrook Development site prior to the new pitches at Horsham Football Club facility being ready for use. North Horsham Parish Council objected to this proposal.

3. There was a site meeting with WSCC Highways, residents, Parish Councillors and WSC Councillor Andrew Baldwin on Friday 15<sup>th</sup> March 2019 at Lambs Farm Road to ascertain if there was a need to submit a TRO to extend yellow lines to stop inconsiderate parking by commuters.

#### **6. Tree Wardens role in Planning**

Whilst Tree Wardens are appointed by the Parish Council, they are part of a wider network of Tree Wardens in West Sussex and West Sussex County Council (WSCC) provide insurance cover for them. The role is to signpost and pass information on to others, therefore the Public Liability insurance cover provided is adequate.

The WSCC Code of Conduct for Tree Wardens specifically refers to the Tree Wardens role in TPO/ Planning Matters and states that on no account should Tree Wardens give technical advice, make decisions or offer opinions on matters relating to tree health, pruning or felling. By asking the Tree Wardens to look at Planning Applications, the Parish Council is acting against advice and the Tree Wardens are not covered by the WSCC insurance policy.

WSCC's Zurich policy indicates that it covers Tree Wardens for tree surveys, hedge row surveys, tree planting and working with local groups.

#### **9. Road Safety around Holbrook School**

The Headmaster at Holbrook School and a resident have expressed concerns regarding the safety of primary school children due to poor visibility, speeding and general road misuse around Holbrook School. The Headmaster and resident are working to coordinate a joint effort to urge action to be taken to improve the safety of the area for children, parents and the wider community. The Clerk has directed them to their County Councillor and to the West Sussex County Council Local Committee in North Horsham which next meets in June 2019 and where there is a public forum.

#### **10. Planning Appeals**

There are no planning appeals to date.