



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 24th August 2020 at 18:00hrs via the Zoom online meeting application

MEMBERS Councillors C Bowman, K Bradshaw, E Linton, G Mathias (Chairman) and S Wilkinson

PRESENT:

ALSO:

Clerk to the Council, Simon Cross

Mrs S Vos, East Preston and Kingston Preservation Society

Mr Peter Cleveland, Henry Adams (until 18:13)

Mr R and Mrs J D (until 18:15)

Mr J H (from 18:14 until 18:45) and Ms Fiona Lamb, Avanti Architects (until 18:45)

Mr M and Mrs A S (until 18:05)

ABSENT:

Councillors D Moore and S Toney

The following abbreviations may appear in these Minutes:

ADC – Arun District Council;
EPKPS – East Preston and Kingston Preservation Society;
KPC – Kingston Parish Council;
WRA – Willowhayne Residents' Association;

AoSERA – Angmering-on-Sea Estate Residents' Association;
FPC – Ferring Parish Council;
RPC – Rustington Parish Council;
WSCC – West Sussex County Council.

The meeting opened at 18:00.

The meeting was held in accordance with *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* and the council's own *Protocol for Remote Meetings*.

Cllr Mathias welcomed the members of the public to the meeting and led a round of introductions.

590/20 APOLOGIES AND REASONS FOR ABSENCE

A written apology and a reason for absence were received and accepted from Cllrs Moore (holiday) and Toney (unwell).

591/20 PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

Cllr Mathias	EP/80/20/HH / EP/81/20/L – Vista Point, Tamarisk Way	Personal / Prejudicial
	EP/90/20/T – 51 Angmering Lane	Personal

Cllr Bowman	EP/80/20/HH / EP/81/20/L – Vista Point, Tamarisk Way	Personal
	EP/90/20/T – 51 Angmering Lane	Personal
Cllr Linton	EP/80/20/HH / EP/81/20/L – Vista Point, Tamarisk Way	Personal
	EP/90/20/T – 51 Angmering Lane	Personal
Cllr Wilkinson	EP/84/20/HH for 19 South View	Personal / Prejudicial
	EP/85/20/HH for 11 The Drive	Personal

Cllr Mathias declared a Personal Interest in Planning Applications EP/80/20/HH and EP/81/20/L for Vista Point, Tamarisk Way as he also lived in Tamarisk Way.

Cllrs Linton and Bowman declared a Personal Interest in Planning Applications EP/80/20/HH and EP/81/20/L for Vista Point, Tamarisk Way as they also lived on the Willowhayne private estate.

Cllrs Bowman, Linton and Mathias all declared a Personal Interest in Planning Application EP/90/20/T as it was for a property on the Willowhayne private estate upon which all lived.

Cllr Wilkinson declared a Personal Interest in Planning Application EP/84/20/HH for 19 South View as he lived immediately next door. He also declared a Personal Interest in Planning Applications EP/84/20/HH for 19 South View and EP/85/20/HH for 11 The Drive as both were on the Angmering-on-Sea private estate and he also lived on the Angmering-on-Sea private estate.

592/20 PUBLIC SESSION

It was agreed members of the public should be given the chance to address the meeting when their Application was considered. It was further agreed to take the Planning Applications in the order the members of the public had joined the meeting.

593/20 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

The committee considered the following Planning Applications:

Observations by 11th September 2020

EP/85/20/HH Demolition of existing garage. Construction of new garage and extension to existing annexe
11 The Drive, East Preston, BN16 1QH

Mr and Mrs S gave the background to their Application.

Mrs Vos stated the Preservation Society would not be objecting to this Application.

No other public representations had been received by the council.

The committee AGREED unanimously not to object to this Application.

(Mr and Mrs S left the meeting at the conclusion of this discussion.)

EP/74/20/HH Balcony extension
The Boathouse, 133 Sea Road, East Preston, BN16 1PD

Mr Cleveland explained he was attending on behalf of his clients. He presented the Application to the committee using a slide show to support his commentary.

Mr Cleveland confirmed there was no intention to enclose the area underneath the proposed balcony extension, nor was there any intention to enclose the existing balcony.

Mrs Vos said the Preservation Society had no objections to this Application.

Although the site was in Character Area Three, Cllr Mathias expressed his concern the proposal was contrary to the spirit of Policy 2 of the East Preston Neighbourhood Plan, *Design in Character Area One* in as much as the proposal altered the view from the beach.

The committee AGREED not to object to this Application.

(Mr Cleveland left the meeting at the conclusion of this discussion.)

EP/84/20/HH First Floor extension over existing single storey side extension. Demolition of existing conservatory and construction of new two storey rear extension
19 South View, East Preston, BN16 1PX

Cllr Wilkinson declared a Personal Interest in this Application as it was next door to his own home.

Mr and Mrs D gave the background to their Application.

Mrs Vos stated the Preservation Society would not be objecting to this Application.

No other public representations had been received by the council.

The committee AGREED unanimously not to object to this Application.

(Mr and Mrs D left the meeting at the conclusion of this discussion.)

Observations by 27th August 2020

EP/80/20/HH Convert 2 existing garages to habitable accommodation to create a new family living space and enclose outdoor link from the main house to the garage to form an indoor warm/dry link and alterations to the landscape arrangement. This application may affect the setting of a listed building

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EP/81/20/L Listed building consent for the above works
Vista Point, 21 Tamarisk Way, East Preston, BN16 2TE

(Mr H joined the meeting part-way through this item, apologising for being late.)

Ms Lamb reintroduced the project to the committee members. Ms Lamb said she had known Patrick Gwynne, the architect of this 1969/1970 Grade II Listed Building. Ms Lamb explained the proposed alterations and said they had been designed in language that would have been familiar to Mr Gwynne.

In response to a question referring to Planning Compliance case, ENF/162/20, Mr H explained work had already taken place at the southern end of the garden and that this had not needed Planning Permission as it did not affect the setting of the building although it was within the curtilage. Mr H believed works within the curtilage of a Listed Building only applied to buildings built before 1945.

Mrs Vos said the Preservation Society had already submitted its comment, which was an objection to the proposed rooflights on the car-port. Mrs Vos said the Society was now happy with the darker choice of colour for the replacement “garage” doors but wondered whether the proposed rooflights could be flush.

No other public representations had been received about this Application. Comments from the ADC Senior Conservation Officer, Martyn White, had been circulated to committee members in advance of the meeting.

Ms Lamb explained the rooflights were to provide increased daylight into the current garages, proposed games roof whilst also lifting part of the low ceiling height.

After some discussion, it was agreed Ms Lamb would provide some additional information on the internal height of the garage rooms and the dimensions of the proposed rooflights. The committee AGREED to finalise its discussions on this

Application on Wednesday, 26th August to enable comment to be made to ADC by 27th August.

(Mr H and Ms Lamb left the meeting at the end of this discussion.)

Observations by 20th August 2020

EP/78/20/HH Proposed pitched roof rear extension and flat roof garage extension (Enlargement of a previously approved scheme at 3.0m deep)
4 Normandy Lane, East Preston, BN16 1LZ

The Clerk explained the rear extension, previously agreed at 3m, had been extended to become a 4.2m deep extension. The council had not objected to the 3m deep extension.

Mrs Vos said the Preservation Society had no objections to this Application.

No other public representations had been received by this council.

The committee AGREED unanimously it had no objections to this Application.

Observations by 11th September 2020

EP/86/20/HH Proposed pitched roof side extension
6 Golden Avenue, East Preston, BN16 1QZ

Mrs Vos advised the Preservation Society had no objections to this Application.

No other public representations had been received by this council.

The committee AGREED unanimously it had no objections to this Application.

EP/90/20/T Remove bough of 1 No. Corsican Pine tree overhanging at low level across verge and into road
51 Angmering Lane, East Preston, BN16 2TA

No public representations had been received by this council.

The committee AGREED unanimously to defer to any comments made by the ADC Tree Officer.

Observations by 18th September 2020

None

594/20 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

595/20 LICENSING APPLICATIONS

There were no Licensing Applications to be considered.

596/20 MINUTES OF THE MEETING HELD ON 10TH AUGUST 2020

The draft Minutes had been circulated to all councillors on 14th August asking for any suggested amendments by 17th August. None had been forthcoming.

The committee AGREED the Minutes could be signed as a true record of the meeting held on 10th August. The committee AGREED this action could be completed by Cllr Mathias when he next visited the Council Office.

597/20 MATTERS ARISING FROM PREVIOUS MEETINGS

Minute 541/20 – Correspondence - EP/57/20/HH – the Chairman and Vice-Chairman of the Committee had reviewed and agreed the wording of a letter to the householder drafted by the Clerk. This letter had been sent First Class to arrive on Saturday 15th August. No acknowledgement or response had been received to date.

598/20 RECENT DECISIONS

The committee NOTED the following decision recently made by the Local Planning Authority, ADC:

* denotes Application against which the council raised objections

EP/60/20/PL	Convert part of current car park area to the rear... Ristorante Al Mare, 2 The Street, East Preston	Approved subject to Conditions
EP/65/20/HH	Demolition of existing conservatory and construction of new rear 2 storey extension... Highbeach House, 9A Tamarisk Way, East Preston	Approved subject to Conditions

599/20 COMPLIANCE MATTERS

ENF/127/20 Alleged Unauthorised Changes to Front Garden
10 Copse View, East Preston, BN16 1AY

“I write with reference to the reported alleged breach of planning control at the above property.

“A referral to the Council's records has revealed that planning permission has neither been sought nor granted for this development.

“Following the initial investigation by myself, I can now confirm that the development in the form of the new front hardstanding and adjacent pathway constitute a breach of control under the above Act, and that planning permission is required.

“In order to regularise this situation, an application for planning permission in retrospect for the development will have to be submitted within 28 days from the date of this letter. However, the invitation to submit an application does not prejudice either the subsequent recommendation, or the ultimate decision of the Council.

“Should the development remain without the necessary permission, it will still be open for the Council to take enforcement action to deal with the breach of control should we consider it necessary.

“In addition, I can confirm that the vehicular crossover from the public highway benefits from deemed consent by virtue of The Town and Country Planning General Permitted Development Order 2015 - Schedule 2, Part 2, Class B, and therefore, does not require the submission of a planning application in this case.”

(letter dated 12th August 2020)

ENF/162/20 Alleged Unauthorised Building Works
Vista Point, 21 Tamarisk Way, East Preston, BN16 2TE

“These works are identified within current applications EP/80/20/HH and EP/81/20/L [...] Following a review of this case with my Team Leader, a decision has been made to hold this case in abeyance pending the outcome of applications EP/80/20/HH and EP/81/20/L.”

(letter dated 10th August 2020)

ENF/210/20 Alleged Unauthorised Structure
7 North Lane, East Preston, BN16 1BN

“Your concerns regarding the possible breach of planning control at the above address have been noted and registered for further investigation.”

(letter dated 21st July 2020)

ENF/253/20 Alleged Unauthorised Changes to Front Garden
and
ENF/261/10 Alleged Unauthorised Hardstanding and Caravan
(both) 4 Seaview Road, East Preston, BN16 1LX

The Clerk explained these two cases had been raised by the Planning Compliance team but would be merged into a single case. Much of the garden at the property appeared to have been concreted over with no obvious provision of drainage. Subsequently, a sizeable static caravan had appeared on site which may require Planning Permission in itself.

“Your concerns regarding the possible breach of planning control at the above address have been noted and registered for further investigation.”

(letters dated 20th and 24th August 2020 respectively)

600/20 PLANNING INSPECTORATE APPEALS

W/4000721 Application For Variation Of Condition No.2 Imposed On Planning Permission
(EP/148/19/PL) EP/52/18/PL Relating To Amended Internal Layout & External Appearance Of Plots
4, 5, 6 & 7 And Alterations To External Layout And Landscaping
Scorton, 9 Lime Tree Close, East Preston, BN16 1JA

(as of midday on 24th August, not yet decided)

601/20 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP)

Nothing to report.

602/20 AREAS OF SPECIAL CHARACTER

Nothing to report.

603/20 CORRESPONDENCE

The following report had been circulated in advance of the meeting:

Correspondence

The council received the following email on 10th August:

Last week the Ministry of Housing, Communities and Local Government issued three consultations on reform of the planning system:

[Changes to the current planning system](#) (NALC deadline for responses 17 September)
[Planning for the future](#) - the planning white paper (NALC deadline for responses 15 October)
[Transparency and competition: a call for evidence on data on land control](#) (NALC deadline for responses 16 October)

Please respond to NALC on this very important issue by emailing policycomms@nalc.gov.uk - Please note the individual deadlines for each consultation.

NALC apologise for the unhelpful timing of this consultation and the short timeframes given for responses, unfortunately this is largely beyond their control.

Kind regards,

Anna Beams
Office, Training & Events Manager, SSALC Ltd

Committee is asked to consider whether it wishes to take part in any of the above consultations and, if so, how.

Simon Cross – **Clerk to the Council**

10th August 2020

As not all committee members had yet formed a view on the council's involvement in these consultations, it was agreed to defer further discussion on this until the next meeting.

The Clerk referred to an email received that afternoon from the Ferring Conservation Group concerning a Planning Application to build 475 houses and flats in land within the Goring Gap. The email had been circulated to all committee members in advance of the meeting. The committee AGREED the council should object to this Planning Application.

604/20 NEW MATTERS FOR THE NEXT MEETING (14TH SEPTEMBER)

Nothing new was suggested.

The Meeting adjourned at 18:32.

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The Meeting reconvened at 09:00 on Wednesday, 26th August 2020 via the Zoom online meeting application

MEMBERS PRESENT: Councillors K Bradshaw, E Linton, G Mathias (Chairman), D Moore and S Wilkinson

ALSO: Clerk to the Council, Simon Cross

Ms Fiona Lamb, Avanti Architects (until 09:24)

ABSENT: Councillors C Bowman and S Toney

The meeting was held in accordance with *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* and the council's own *Protocol for Remote Meetings*.

Cllr Mathias welcomed Ms Lamb to the meeting.

605/20 APOLOGIES AND REASONS FOR ABSENCE

A written apology and a reason for absence were received and accepted from Cllr Bowman (prior commitment) and Cllr Toney (work).

Mrs Vos and Mr Howell had also sent their apologies for the meeting.

606/20 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

The committee considered the following Planning Applications:

Observations by 27th August 2020

EP/80/20/HH Convert 2 existing garages to habitable accommodation to create a new family living space and enclose outdoor link from the main house to the garage to form an indoor

warm/dry link and alterations to the landscape arrangement. This application may affect the setting of a listed building

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EP/81/20/L

Listed building consent for the above works
Vista Point, 21 Tamarisk Way, East Preston, BN16 2TE

Following a suggestion from the Clerk, Ms Lamb had provided two basic 3D representations showing how the proposed rooflights would look from the north. Ms Lamb made the point the property immediately to the west of Vista Point had a far greater impact upon the setting of Vista Point itself although she accepted that was not something could be changed.

In response to a question, Ms Lamb said she was unsure the dimensions of the proposed rooflights could be reduced to lessen the visual impact from the north. Such a reduction was very much dependent upon the materials chosen. In response to a further question, Ms Lamb said the zinc chosen for the dormer construction would weather down into a mid-grey colour, similar to the rooftops of Paris, and would not be especially conspicuous. Ms Lamb restated her belief the proposals were designed as the original architect, Patrick Gwynne, would have designed himself in the same situation. Ms Lamb summarised by saying the proposals were a “discreet intervention” and would have “limited impact.”

(Ms Lamb left the meeting at the end of this discussion, to allow the committee to continue its decision-making process unhindered.)

The Chairman gave each committee member the chance to say whether or not they believed objections should be submitted and why. Four councillors said they did not believe any objections should be submitted; one councillor believed there should be an objection to the proposed rooflights submitted together with the suggestion if the height of the rooflights was reduced they could become invisible from Tamarisk Way. The Clerk reported Cllr Bowman had emailed him, “having read the e mail regarding the dimensions of the roof lights and the 3D pictures I am recording that I have no objection.”

Therefore, the committee AGREED not to raise any objections to these proposals.

The Meeting ended at 09:32.

Chairman: *Cllr Glyn Mathias* Date: **14th September 2020**