



# EAST PRESTON PARISH COUNCIL

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## **PLANNING AND LICENSING COMMITTEE**

**MINUTES:** of the Committee Meeting held on Monday, 26<sup>th</sup> July 2021 at East Preston Infant School, Lashmar Road, East Preston at 18:00

**MEMBERS PRESENT:** Councillors Christine Bowman, Kit Bradshaw, Elizabeth Linton, Glyn Mathias (Chairman), David Moore, Steve Toney and Steven Wilkinson

**ALSO:** Clerk to the Council, Simon Cross

Mrs Sioned Vos, East Preston and Kingston Preservation Society

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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.

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The meeting opened at 18:00.

### **522/21 APOLOGIES AND REASONS FOR ABSENCE**

All committee members were present.

### **523/21 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS**

No interests were declared.

### **524/21 PUBLIC SESSION**

No members of the public were present.

### **525/21 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS**

The committee considered the following Planning Applications:

#### Observations by 22<sup>nd</sup> July 2021

**EP/68/21/HH** Erection of timber framed detached garage with ancillary accommodation on first floor, installation of electric gated entrance, erection of new brick garden walls and extension to existing driveway and hardstanding  
Merrydown, Kingston Lane, East Preston BN16 1RP

The Clerk reported the applicant had provided some revised drawings which had been circulated to committee members on 14<sup>th</sup> July.

Mrs Vos advised the Preservation Society had submitted its objections.

Although the date for submitting comments has passed, the committee AGREED unanimously to object to this Application on the following grounds: the height of the proposed 1.7m wall bordering the front of the property, the proximity of the proposed garage building to the front boundary, the solid design of the proposed gate and the choice of roofing materials, all within the Area of Special Character. The committee also AGREED unanimously to ask for a Condition to be applied to retain hedging to screen the proposed front wall.

Observations by 5<sup>th</sup> August 2021

**None**

Observations by 12<sup>th</sup> August 2021

**EP/75/21/HH** Single storey rear extension and addition of a porch  
1 Manor Close, East Preston BN16 1JF

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

The committee AGREED unanimously not to raise any objections to this Application.

The Clerk was asked to contact the Planning Officer to advise the drawings for this Application are somehow mirror-imaged and this should be corrected before Planning Permission is granted.

**EP/81/21/HH** Single storey side extension and removal of 2 x chimneys  
1 Normandy Drive, East Preston, BN16 1LT

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

The committee AGREED unanimously not to raise any objections to this Application.

**526/21** **WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS**

There were no WSCC Planning Applications to consider.

**527/21** **LICENSING APPLICATIONS**

There were no Licensing Applications to be considered.

**528/21** **MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> JULY 2021**

The draft Minutes had been circulated to all councillors on 16<sup>th</sup> July, asking for suggested amendments to be submitted by return. Cllr Moore had replied, "I have carefully read through the Minutes and find them in good order."

The committee AGREED the Minutes could be signed as a true record of the meeting held on 12<sup>th</sup> July. Cllr Mathias duly signed the Minutes.

**529/21** **MATTERS ARISING FROM PREVIOUS MEETINGS**

**Minute 168/21 – Arun District Council (ADC) Planning Applications** – Application EP/16/21/PL for land adjacent to 1, The Way, had been referred to ADC's Planning Committee (formerly the Development Control Committee) meeting held on 21<sup>st</sup> July. Cllr Bowman had been willing to attend, but ADC asked the council to submit a written statement instead as a means of reducing the number of people present at the meeting. No decision was made by the Planning Committee, pending a site visit.

**Minute 426/21 – Arun District Council (ADC) Planning Applications** – the Clerk had contacted the Planning Officer looking after EP/60/21/HH for New Lodge, Seaview Road, advising her of the committee’s concerns over the validation process the drawings had gone through. The Planning Officer, Zoë Toppin, had replied, “I have contacted the agent this morning regarding the comments and I appreciate you pointing this out to me as I believe this was a validation issue that wasn’t picked up in the early stages.” Substitute drawings have now been provided to ADC.

**Minute 426/21 – Arun District Council (ADC) Planning Applications** – the Clerk had also contacted the Planning Officer looking after EP/74/21/HH for 44 Hillview Crescent, advising her of the committee’s concerns emergency vehicles may not be able to access the building proposed in this Application. The Planning Officer, Kathryn Welch, had replied, “It’s more of a building regs concern. We may look at highway safety for some applications but this is normally when an alteration to/new access is proposed. As part of the building regs process travel distances for fire related equipment has to be considered but I’m not sure if the others are of concern.”

**Minute 437/21 – Correspondence – Arun District Council** – the Clerk thanked Mrs Vos for her input to a letter he had sent to Neil Crowther, ADC Group Head of Planning, concerning the quality of the Planning Officer’s Report and Decision Notice for Planning Application, EP/48/21/HH for 2 Bay Tree Garden, East Preston.

## 530/21 **RECENT DECISIONS**

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

\* denotes Application against which the council raised objections

<b>EP/48/21/HH *</b>	Erection of single storey rear extension... 2 Bay Tree Garden, East Preston	Approved subject to Conditions (Delegated)
<b>EP/49/21/PL</b>	Demolition and erection of 1 No. dwelling... Cottage Pie, South Strand, East Preston	Approved subject to Conditions (Delegated)
<b>EP/53/21/L</b>	Listed building consent [for various internal works]... Flat 3, Preston Hall, The Street, East Preston	Approved subject to Conditions (Delegated)
<b>EP/56/21/HH *</b>	Erection of single storey side/rear extension... 33 The Ridings, East Preston	Approved subject to Conditions (Delegated)
<b>EP/59/21/PDH</b>	Notification under extended permitted development rights for a flat roof single storey rear extension... 12 Kithurst Close, East Preston	Prior Approval Not Required (Delegated)
<b>EP/78/21/NMA</b>	Non material amendment [...] to install horizontal cladding to north and east side of the property... 27A Sea Lane, East Preston	Approved (Delegated)

## 531/21 **COMPLIANCE MATTERS**

**ENF/297/20** Alleged Unauthorised Structure  
[REDACTED]

Following the provision of photographic evidence for the second time, “Many thanks. I will update you in due course.”

(email dated 18<sup>th</sup> June 2021)

**ENF/152/21** [REDACTED]

**ENF/202/21** Alleged Unauthorised Garage  
[REDACTED]

“Thank you for your enquiry, which was received by the Compliance team on the 22<sup>nd</sup> April 2021.

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

“At the current time, due to Covid 19, site visits are being limited and where undertaken are subject to enhanced health and safety procedures. As soon as we are able to carry out an initial assessment I will contact you again.”

(letter dated 26<sup>th</sup> April 2021)

**532/21 PLANNING INSPECTORATE APPEALS**

None.

**533/21 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP)**

Mrs Vos reported she was completing a survey forwarded to her by Cllr Mathias. The author was a Planning Consultant studying for her MSc in Urban and Rural Planning at the University of the West of England, Bristol. The author was looking “to understand the extent to which local planning groups consider how they monitor the effectiveness of their policies.” Mrs Vos did not feel much such monitoring was done in East Preston and said she would like to go through her responses with Cllr Mathias before she submitted them. Cllr Mathias agreed to review Mrs Vos’s responses and thanked her for her work on this.

**534/21 AREAS OF SPECIAL CHARACTER**

Nothing to report.

**535/21 CORRESPONDENCE**

The Clerk had been copied in on some correspondence concerning EP/56/21/HH for 33 The Ridings, East Preston. He would provide further information on this when appropriate.

**536/21 NEW MATTERS FOR THE NEXT MEETING (9<sup>TH</sup> AUGUST)**

None.

*The Meeting ended at 18:25.*

Chairman: *Cllr Glyn Mathias*      Date: **9<sup>th</sup> August 2021**