



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 9th August 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

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.

565/21 APOLOGIES AND REASONS FOR ABSENCE

All committee members were present.

566/21 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

Cllr Linton	Planning Application EP/85/21/HH	Personal; Cllr Linton is a friend of the applicant
Cllrs Bowman, Linton and Mathias	Planning Application EP/92/21/HH	Personal; all three live on the private estate upon which this property is located
Cllr Wilkinson	Planning Application EP/94/21/NMA	Personal; Cllr Wilkinson is known to the applicant

567/21 PUBLIC SESSION

No members of the public were present.

568/21 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

The committee considered the following Planning Applications:

Observations by 19th August 2021

EP/85/21/HH Garage conversion to habitable use and installation of 1 x front dormer
78 Sea Road, East Preston, BN16 1NP

As recorded in Minute 566/21 above, Cllr Linton declared a Personal Interest in this Application and chose neither to speak nor vote.

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

No other public representations had been received about this Application.

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

Observations by 26th August 2021

EP/91/21/HH Replacement of existing roof including loft conversion and raising of ridge and eaves by 500mm. Dormer to rear roof slope. Alterations to existing external materials. Insertion of new bi-folding doors to rear of property. Construction of new porch
23 Seaview Road, East Preston, BN16 1LX

Mrs Vos said the Preservation Society had not yet decided whether it would object to this Application which was possibly overdevelopment of an already cramped plot and for which there was limited information available on materials.

No other public representations had been received about this Application.

The committee AGREED unanimously to object to this Application on grounds such as overdevelopment, poor design, increased height, over-dominant dormer at the rear of the property which will be very visible, hardly any pitched roof left at the rear of the property, insufficient information about the choice of materials, increased demand on on-street parking.

Observations by 3rd September 2021

EP/92/21/HH Erection of two storey rear extension and single storey rear extension to existing detached garage
Tilehurst, 16 Angmering Lane, East Preston, BN16 2TA

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

No other public representations had been received about this Application.

The committee AGREED unanimously not to object to this Application.

569/21 **WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS**

There were no WSCC Planning Applications to consider.

570/21 **LICENSING APPLICATIONS**

There were no Licensing Applications to be considered.

571/21 **MINUTES OF THE MEETING HELD ON 26TH JULY 2021**

The draft Minutes had been circulated to all councillors on 28th July, asking for suggested amendments to be submitted by 29th July. Cllr Moore had replied, "I have read through the Minutes and found them to be correct." Cllr Moore did, however, also alert the Clerk to a typographical error which had subsequently been corrected.

The committee AGREED the Minutes could be signed as a true record of the meeting held on 26th July. Cllr Mathias duly signed the Minutes.

572/21 MATTERS ARISING FROM PREVIOUS MEETINGS

Minute 437/21 – Correspondence – Arun District Council – ADC Group Head of Planning, Neil Crowther, had neither acknowledged nor replied to the Clerk’s letter detailing the committee’s concerns about the Decision Notice and Planning Officer’s Report for EP/48/21/HH at 2 Bay Tree Garden, East Preston.

Minute 525/21 – ADC Planning Applications – EP/75/21/HH – the Clerk had flagged to the Planning Officer the committee’s concerns about the drawings for this Application. He had received no response.

Minute 533/21 – East Preston Neighbourhood Plan (EPNP) – Cllr Mathias and Mrs Vos had completed the survey regarding the effectiveness of Neighbourhood Plans.

573/21 RECENT DECISIONS

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

* denotes Application against which the council raised objections

EP/54/21/HH	Adding 2 small gable dormers to south elevation of the property... 38 The Roystons, East Preston	Approved subject to Conditions (Delegated)
EP/58/21/PL *	Erection of part single, part two storey rear extension... Mistibeech, 15 Tamarisk Way, East Preston	Approved subject to Conditions (Delegated)
EP/71/21/PDH	Notification under extended permitted development rights for a single storey extension... 26 Hillview Crescent, East Preston	Prior Approval Not Required (Delegated)

574/21 COMPLIANCE MATTERS

ENF/297/20 Alleged Unauthorised Structure
[REDACTED]

“I can inform you that an investigation into the alleged contravention has revealed no evidence that there has been a breach of planning control in this case. Following research into the historical records regarding the curtilage of the property, it has been determined that the outbuilding is sited within the curtilage of the property and as such benefits from the Permitted Development legislation. The Town & Country Planning (General Permitted Development) (England) Order 2015 as amended, in particular Schedule 2 Part 1 Class E. The matter is access to the rear of the property is a private civil matter for which you should obtain legal advice.

“The Council values the participation of the public in the planning enforcement process. Although no action has been appropriate in this case I would, nevertheless, like to thank you for drawing the matter to my attention.”

(letter dated 3rd August 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 22nd 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 26th April 2021)

575/21 PLANNING INSPECTORATE APPEALS

None.

576/21 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP)

Nothing to report.

577/21 AREAS OF SPECIAL CHARACTER

Nothing to report.

578/21 CORRESPONDENCE

Mrs Vos highlighted Planning Application EP/94/21/NMA for St John Cottage, South Strand. Mrs Vos did not believe this Application was a non-material amendment proposing as it did, amendments to the front (north elevation) of the property, replacing a cottage-style front door with a more modern layout Mrs Vos did not believe suited the property. There was also some concern about the proposal for the rear (south elevation) of the property, changing the hipped, tiled roof to a full-glazed gable end. (At this point of the discussion, Cllr Wilkinson declared a Personal Interest as the applicant is known to him. Cllr Wilkinson took no part in the discussion nor vote that followed.) The committee AGREED unanimously the Clerk should contact the Planning Officer and raise its concerns this should not be a non-material amendment Application. The committee had no view on whether or not it would object to the Application but felt it should have more time to consider its response.

The Clerk had received a telephone conversation from a local resident who was concerned Mrs Vos had been described as “effectively an advisor to the Parish Council” in the latest East Preston & Kingston Preservation Society newsletter. The Clerk had explained Mrs Vos’s attendance at Planning & Licensing Committee meetings was not on any official basis on the council’s side, and the committee did not always agree with the comments Mrs Vos made on behalf of the Preservation Society and vice versa. This had not appeased the resident sufficiently who was asking for a correcting statement to be published in the next Preservation Society newsletter and a similar statement to be published in parish council documents too. Mrs Vos agreed her attendance at and input to Planning & Licensing Committee meetings was in no way official for the parish council. The committee AGREED unanimously the Clerk should write to the Chairman of the Preservation Society to ask him to publish a correction in the next newsletter although the committee understood the Chairman of the Preservation Society was under no obligation to do so. The committee also AGREED it should be recorded here and in the committee’s report to the next Full Council meeting Mrs Vos holds no official position with the parish council.

579/21 NEW MATTERS FOR THE NEXT MEETING (23RD AUGUST)

None.

The Meeting ended at 18:21.

Chairman: *Cllr Glyn Mathias* Date: **23rd August 2021**