



# EAST PRESTON PARISH COUNCIL

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN

01903 770050

[eastpreston-pc.gov.uk](http://eastpreston-pc.gov.uk)

Email: [clerk@eastpreston-pc.gov.uk](mailto:clerk@eastpreston-pc.gov.uk)

2<sup>nd</sup> May 2025

Dear Councillor and Parishioners

## **PLANNING AND LICENSING COMMITTEE**

NOTICE IS HEREBY GIVEN AND COUNCILLORS ARE SUMMONED to a Meeting of the above Committee to be held on **Tuesday, 13<sup>th</sup> May 2025** at East Preston Infant School, Lashmar Road, East Preston commencing at **18:00**.

The Public has the right to attend; however, numbers are currently limited and attendance should be booked in advance. Please call the Council Office before midday on the day of the meeting to book a space.

Yours sincerely

Simon Cross  
**Clerk to the Council**

To: All Members of the Planning and Licensing Committee.

## **A G E N D A**

1. Introductions.
2. Annual Appointment of the Chairman of the Planning & Licensing Committee.
3. Annual Appointment of the Vice-Chairman of the Planning & Licensing Committee.
4. Apologies and Reasons for Absence.
5. Members and Officers are reminded to make any Declarations of Personal and/or Prejudicial Interests that they may have in relation to items on this Agenda.

Notice should be given at this part of the Meeting of any intended Declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent. If the

interest is Prejudicial, the Member should state whether he or she will be exercising the right to speak on the Application.

6. A **Public Question Time** of up to fifteen minutes.

**Note:** This Question Time is the only opportunity at which “Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.” (Standing Order 3e)

Each “member of the public shall not speak for more than three minutes.” (Standing Order 3g)

Members of the public are respectfully asked to identify themselves clearly when they begin to speak and not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council. Comments about Planning Applications at Agenda Item 5 below will be heard then.

7. To consider Planning Applications on the Weekly List of Statutory Notices received from Arun District Council (ADC). (The running order of this item may change at the discretion of the Chairman in order to accommodate any members of the public in attendance.)

Observations by 30<sup>th</sup> May 2025

**EP/39/25/HH** Extension to existing garage  
7 Selhurst Close, East Preston, BN16 2SR

Observations by 6<sup>th</sup> June 2025

**EP/40/25/HH** Proposed front boundary wall  
Honeysuckle Cottage, 14 Michel Grove, East Preston, BN16 2SX

8. To note Planning Applications for which neighbouring local councils have sought our assistance.

**None**

9. To consider Planning Applications received from West Sussex County Council (WSCC).

**None**

10. To consider Licensing Applications received from Arun District Council (ADC) or West Sussex County Council (WSCC).

**None**

11. To approve the Minutes of the Meeting held on 28<sup>th</sup> April 2025.

12. To receive an update on any matters from previous meetings.

13. To note advice of Decisions made by Arun District Council (ADC).

\* denotes Applications against which the council raised objections

**EP/14/25/CLP** Lawful development certificate for alterations to existing property...  
1 Veronica Close, East Preston

Planning Permission not required (Delegated Powers)

**EP/15/25/HH** Part single, part two storey rear extension...  
38 Roundstone Drive, East Preston

Approved subject to Conditions (Delegated Powers)

14. To note any Planning Compliance matters.

**None**

15. To note any Planning Inspectorate appeal updates.

**None**

16. To consider any matters related to the East Preston Neighbourhood Plan.
17. To carry out the annual review of the committee's Terms of Reference.
18. To note and/or consider the following correspondence:
  - a) any urgent correspondence received since the publication of this Agenda.
19. New items to be referred to the next meeting (Tuesday, 27<sup>th</sup> May, 18:00).

***This meeting is open to the public. Members of the public are asked to be present five minutes before the start of the meeting.***