



EAST PRESTON PARISH COUNCIL

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

Tel: 01903 770050

<http://eastpreston-pc.gov.uk>

Email: clerk@eastpreston-pc.gov.uk

PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 23rd June 2025 at East Preston Infant School, Lashmar Road, East Preston at 18:00

MEMBERS PRESENT: Councillors Elizabeth Linton, Glyn Mathias, David Moore (Chairman), Steve Toney and Steven Wilkinson

ALSO: Clerk to the Council, Simon Cross
Sioned Vos, Chairman, East Preston & Kingston Preservation Society

ABSENT: Councillors Christine Bowman and Kit Bradshaw

The following abbreviations may appear in these Minutes:

ADC – Arun District Council;
APC – Angmering Parish Council
KPC – Kingston Parish Council;
WSCC – West Sussex County Council.

AoSERA – Angmering-on-Sea Estate Residents' Association;
EPKPS – East Preston and Kingston Preservation Society;
RPC – Rustington Parish Council;
WRA – Willowhayne Residents' Association;

In the absence of Cllrs Bowman and Bradshaw, Chairman and Vice-Chairman of the committee respectively, Cllr Moore assumed the chairmanship of the meeting.

The meeting opened at 17:58.

Cllr Moore welcomed everyone to the meeting.

491/25 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were received and accepted from Cllrs Bowman and Bradshaw (both away).

492/25 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

None were declared.

493/25 PUBLIC SESSION

No members of the public were present.

494/25 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

The committee considered the following Planning Applications:

Observations by 26th June 2025

EP/47/25/HH Demolition of existing conservatory. Construction of new single storey rear extension with roof terrace and single storey rear orangery extension
2 Willowhayne Avenue, East Preston, BN16 1PE

Mrs Vos explained the Preservation Society had some concerns about how the proposed roof terrace would impinge upon the privacy of neighbouring properties to the south and east of the site.

No public representations had been received.

The committee AGREED unanimously to object to this Application on the grounds of loss of privacy of neighbouring properties.

Observations by 3rd July 2025

EP/50/25/PL Change of use of the existing Conservative Hall building (Use Class F2) to a funeral chapel with associated function room (Sui Generis), removal of front parapet, signage and infill roof, removal of external stores to north side, provision of a new ramp to front entrance, to include local community uses. This application may affect the setting of a listed building and is in CIL Zone 4 (Zero Rated) as other development
Conservative Hall, 41 Sea Road, East Preston, BN16 1JN

Mrs Vos advised the Preservation Society would not be objecting to the Change of Use of the site but would likely object to the removal of the front parapet as this would significantly change the character of the building. The building had been included in the draft revised East Preston Neighbourhood Plan as a Building of Character.

Councillors expressed concerns about the parking arrangements which were not clearly shown on the plans. Similar concerns had been expressed by members of the public. There was also concern the Application stated no trees or hedges would be affected by the Application and committee members did not believe that to be the case.

The committee AGREED unanimously to object to this Application on the grounds stated above.

EP/53/25/HH A single-storey side extension to replace the existing utility room, a single-storey rear extension to replace the existing conservatory, extend the existing garage at the rear. Remove one of the existing chimneys
41 The Roystons, East Preston, BN16 2TS

The Clerk had received the following explanation of the differences between this Application and the newly-approved previous Application, EP/25/25/HH, "It appears the main difference is the increased footprint of the rear extension, incorporating bi-folding doors and an additional roof light."

Mrs Vos said the Preservation Society was likely to object. The new design will not integrate with the existing building and will impinge upon the light for the property to the north. The proposed materials are totally different to the existing.

No public representations had been received.

The committee AGREED (3-2) to object to this Application on these grounds.

Observations by 10th July 2025

None

495/25 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS IN OTHER AREAS

There were no Applications for which other councils had sought this council's assistance.

496/25 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

497/25 LICENSING APPLICATIONS

There were no Licensing Applications to consider.

498/25 MINUTES OF THE MEETING HELD ON 19TH MAY 2025

Draft Minutes from the meeting held on 19th May had been circulated to all councillors on 20th May asking for suggested amendments by 23rd May. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 19th May. Cllr Moore duly signed the Minutes.

499/25 MATTERS ARISING FROM PREVIOUS MEETINGS

Nothing was raised.

500/25 RECENT DECISIONS

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

* denotes Applications against which the council raised objections

EP/25/25/HH	A single storey side extension... 41, The Roystons, East Preston	Approved subject to Conditions (Delegated Powers)
EP/26/25/HH	Single-storey rear extension 7 Brou Close, East Preston	Approved subject to Conditions (Delegated Powers)
EP/29/25/PL	Installation of a replacement floodlighting system... East Preston Football Club, Lashmar Road, East Preston	Approved subject to Conditions (Delegated Powers)
EP/30/25/HH	Front and rear extensions... 14 West Ridings, East Preston	Approved subject to Conditions (Delegated Powers)
EP/33/25/PL *	Demolition of existing dwelling and construction of 1 No. new dwelling... Seafeld Lodge, Seafeld Road, East Preston	Approved subject to Conditions (Committee)
EP/41/25/PDH	Notification under extended permitted development rights for a single storey rear extension... 44 Somerset Road, East Preston	Prior Approval Not Required (Delegated Powers)

501/25 PLANNING COMPLIANCE MATTERS

None

502/25 PLANNING INSPECTORATE APPEALS

None

503/25 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

The Clerk advised the meeting the public consultation on the draft revised Neighbourhood Plan had closed on Sunday, 8th June. Responses received from organisations were being considered by the council's consultant, Oneill Homer, and public comments were to be considered by the Steering Group. Mrs Vos said the public comments were mostly positive and supportive.

The Clerk said he had asked his ADC contact whether she had yet formed a view on whether or not the changes were sufficient to mean a referendum would be needed. His contact replied she did not yet have a view and would give this further consideration after she had been on leave.

Cllr Bowman had called a Steering Group meeting for immediately after the Planning & Licensing Committee meeting on 14th July.

504/25 CORRESPONDENCE

There was no correspondence to consider.

505/25 NEW MATTERS FOR THE NEXT MEETING (14TH JULY)

Nothing.

Mrs Vos formally announced the death of her predecessor as Chairman of East Preston & Kingston Preservation Society, the redoubtable David Sawers who had died, aged 94, on 5th June. Committee members were highly complimentary about Mr Sawers's contributions to the village.

The Meeting ended at 18:17.

Chairman: **Cllr Christine Bowman** Date: **14th July 2025**

(END)