



# EAST PRESTON PARISH COUNCIL

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## **PLANNING AND LICENSING COMMITTEE**

**MINUTES:** of the Committee Meeting held on Monday, 14<sup>th</sup> July 2025 at East Preston Infant School, Lashmar Road, East Preston at 18:00

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

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

Sioned Vos, Chairman, East Preston & Kingston Preservation Society

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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;

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The meeting opened at 17:58.

Cllr Bowman welcomed everyone to the meeting.

### **551/25 APOLOGIES AND REASONS FOR ABSENCE**

All committee members were present.

### **552/25 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS**

None were declared.

### **553/25 PUBLIC SESSION**

No members of the public were present.

### **554/25 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS**

Observations by 17<sup>th</sup> July 2025

**EP/57/25/HH** Detached double garage to the front garden  
53 North Lane, East Preston, BN16 1HW

Mrs Vos advised the Preservation Society would not be objecting to this Application but would ask the parish council to make a comment about ensuring the garage has decent natural screening.

The council had received no other representations.

The committee was reminded the Neighbourhood Plan was generally against garages being built in front of properties.

The committee AGREED unanimously not to object to this Application and AGREED it would ask for a Condition about maintaining natural screening.

**EP/58/25/PL**

Replace existing plain roof tiles with natural slate. This application may affect the setting of a listed building and is in CIL Zone 4  
The Conservative Hall, 41 Sea Road, East Preston, BN16 1JN

The ADC Principal Conservation Officer had commented, “It is concluded that the impact of the proposed development would result in no harm to the setting of the designated heritage asset, and therefore not harm its significance.”

Mrs Vos said the Preservation Society would be objecting to this Application but would state it would accept the change of roofing materials if that kept the building available for community use.

There was one public representation on the ADC website, pointing out the clay had been removed and slate tiles had been implemented.

The ADC Principal Conservation Officer had “concluded that the impact of the proposed development would result in no harm to the setting of the designated heritage asset, and therefore not harm its significance.” This refers to Baytree Cottage (check) across the road from the hall.

The committee AGREED it would object to the change of the roofing material as it impacted upon the variety of roofing materials in use in the centre of the village, but it too would accept this if the building remained available for community use. One councillor did not object to the Application.

There was deep dissatisfaction work had started on both recent Applications for works at the Conservative Hall before any Planning Application had been seen.

Observations by 24<sup>th</sup> July 2025

**None**

Observations by 31<sup>st</sup> July 2025

**EP/56/25/HH**

Demolition of existing garage and erection of new single storey side extension  
4 Roundstone Crescent, East Preston, BN16 1DG

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

No public representations had been received.

The committee AGREED unanimously not to object to this Application.

**555/25     ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS IN OTHER AREAS**

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

**556/25     WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS**

There were no WSCC Planning Applications to consider.

**557/25     LICENSING APPLICATIONS**

There were no Licensing Applications to consider.

## **558/25     MINUTES OF THE MEETING HELD ON 23<sup>RD</sup> JUNE 2025**

Draft Minutes from the meeting held on 23<sup>rd</sup> June had been circulated to all councillors on 24<sup>th</sup> June asking for suggested amendments by 1<sup>st</sup> July. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 23<sup>rd</sup> June. Cllr Bowman duly signed the Minutes.

Cllr Bowman thanked Cllr Moore for having chaired the meeting.

## **559/25     MATTERS ARISING FROM PREVIOUS MEETINGS**

### Observations by 3<sup>rd</sup> July 2025

- 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 council had been made aware of further changes made to this Application and been asked to reconsider the proposal. The Clerk had asked committee members, electronically, to let him know whether or not they felt the amendments addressed the committee's concerns. Only one councillor replied. The Clerk contacted Cllr Bowman who felt the plot was big enough to take the proposed extension and therefore the council could withdraw its objections. The committee AGREED with this.

The Clerk had been asked for comments upon the revised drawings by 21<sup>st</sup> July.

## **560/25     RECENT DECISIONS**

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

\* denotes Applications against which the council raised objections

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|----------------------|---|---|
| <b>EP/23/25/HH</b>   | Part single, part two storey rear extension<br>95 North Lane, East Preston  | Approved subject to Conditions (Delegated Powers) |
| <b>EP/31/25/HH</b>   | Single storey rear and side extensions...<br>1 West Ridings, East Preston   | Approved subject to Conditions (Delegated Powers) |
| <b>EP/39/25/HH</b>   | Extension to existing garage<br>7 Selhurst Close, East Preston  | Approved subject to Conditions (Delegated Powers) |
| <b>EP/40/25/HH *</b> | Proposed front boundary wall<br>Honeysuckle Cottage, 14 Michel Grove, East Preston                                  | Approved subject to Conditions (Delegated Powers) |
| <b>EP/42/25/HH</b>   | Single storey rear and side extensions...<br>30 The Ridings, East Preston   | Approved subject to Conditions (Delegated Powers) |
| <b>EP/43/25/HH</b>   | Demolition of existing conservatory. Construction of single storey rear extension<br>4 Veronica Close, East Preston | Approved subject to Conditions (Delegated Powers) |

## **561/25     PLANNING COMPLIANCE MATTERS**

None

**562/25     PLANNING INSPECTORATE APPEALS**

None

**563/25     EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW**

Cllr Bowman had called a Steering Group meeting for immediately after this meeting. Matt Jennings from ONH would attend the meeting and advise the group on next steps.

**564/25     CORRESPONDENCE**

There was no correspondence to consider.

**565/25     NEW MATTERS FOR THE NEXT MEETING (28<sup>TH</sup> JULY)**

Nothing.

*The Meeting ended at 18:14.*

Chairman: **Cllr Christine Bowman**    Date: **28<sup>th</sup> July 2025**

(END)