



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 22nd September 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 and Steven Wilkinson

ALSO: Clerk to the Council, Simon Cross

ABSENT: Councillor Steve Toney

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;

The meeting opened at 18:02.

No meeting had been required on 8th September.

Cllr Bowman welcomed everyone to the meeting.

716/25 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were received from Cllr Toney (prior engagement).

717/25 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

Cllr Bowman	Planning Application EP/75/25/HH	Personal; Cllr Bowman lives on the same private estate as the Application site and is married to the Planning Director of the estate's Residents' Association board
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718/25 PUBLIC SESSION

No members of the public were present.

719/25 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

Observations by 19th September 2025

None

Observations by 25th September 2025

EP/71/25/T
(to record
electronic decision)

Fell 1 No. Pine to ground level and replant with replacement tree
Our Lady, Star of the Sea, Vermont Drive, East Preston, BN16 1JU

The Clerk confirmed no councillors had expressed a need for the committee to consider this Application. Therefore, he had advised ADC this council would abide by whatever advice ADC's arboriculturist gave.

Observations by 2nd October 2025

EP/70/25/HH

Hip to gable loft conversion with rear dormer and front rooflights, relocation and extension to detached garage and alterations to rear fenestration, following demolition of existing rear conservatory
48 Clarence Drive, East Preston, BN16 1EJ

One neighbour had confirmed no objections to the proposed works but had expressed concern about how any such works might affect a very large tree behind the application site.

No other public comments had been received.

The committee AGREED unanimously not to object to this Application.

EP/73/25/S73

Variation of condition following the grant of EP/125/21/PL (appeal ref PP/C3810/W/22/3292613) relating to condition 2 - approved plans
22 Vermont Drive, East Preston, BN16 1LA

No public comments had been received.

Cllr Bowman had studied the plans closely, comparing the new plan with the previously approved plan and had found nothing of any concern.

After some discussion about the changes, the committee AGREED unanimously not to object to this Application.

Observations by 9th October 2025

EP/67/25/HH

Proposed crossover and parking area
42 North Lane, East Preston, BN16 1HW

The Clerk confirmed nothing about this Application had changed from the previous meeting, except one drawing had been amended to include part of the pavement in the application site. The Clerk had already expressed his concerns to ADC about this as it could be interpreted the applicant was claiming ownership of part of the WSCC pavement.

EP/75/25HH

Erection of a single-storey garden outbuilding comprising a multi-use garden studio with integrated store
Fleurs et Neige, 23 Michel Grove, East Preston, BN16 2SX

No public comments had been received about this Application.

Committee members were concerned about the height of the proposed garden outbuilding feeling it was significantly taller than an average garden outbuilding.

The committee AGREED not to object to this Application but the concerns about the height would be relayed to ADC together with the suggestion the proposed building be sunk further into the ground in order to reduce the overall height.

There were no ADC Planning Applications in other areas for which this council's input had been sought.

721/25 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

722/25 LICENSING APPLICATIONS

There were no Licensing Applications to consider.

723/25 MINUTES OF THE MEETING HELD ON 26TH AUGUST 2025

Draft Minutes from the meeting held on 26th August had been circulated to all councillors on 27th August asking for suggested amendments by the end of 28th August. None had been received.

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

724/25 MATTERS ARISING FROM PREVIOUS MEETINGS

Minute 657/25 – Arun District Council (ADC) Planning Applications – EP/69/25/HH – alterations to 7 Tamarisk Way – the neighbours who had previously met with Cllrs Bowman and Moore all thanked the committee for having agreed to object to this Application. It had not been necessary for the council to sent its letter of objections to the WRA as it had, independently, agreed to raise objections to this Application too.

725/25 RECENT DECISIONS

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

* denotes Application against which the council raised objections

A/109/25/HH	Single storey rear extension... Roundstone Crescent, 48 Old Worthing Road, East Preston Approved subject to Conditions (Delegated Powers)
EP/56/25/HH	Demolition of existing garage and erection of a new single storey side extension 4 Roundstone Crescent, East Preston Approved subject to Conditions (Delegated Powers)
EP/63/25/CLP	Lawful development certificate for the proposed erection of a 1m high close boarded timber fence... 2 Lavinia Way, East Preston Planning Permission not required (Delegated Powers)
EP/64/25/HH	Demolition of existing single garage and construction of double garage 4 Beechlands Close, East Preston Approved subject to Conditions (Delegated Powers)

The Clerk reported ADC had included the clause requested by this council in its approval of EP/64/25/HH, i.e. "The garage hereby permitted shall be occupied solely for purposes ancillary to the occupation and enjoyment of '4 Beechlands Close' as a dwelling and shall not be used as a separate unit of accommodation."

726/25 PLANNING COMPLIANCE MATTERS

The Clerk reported some residents had complained about new fencing installed at a property in Fairlands. They felt the fencing was inappropriate for the property and something more natural would have been preferable. After some discussion, committee AGREED the council would raise a compliance case about this fencing although the Clerk believed it was set far enough back from the public highway not to need Planning Permission.

727/25 PLANNING INSPECTORATE APPEALS

C3810/W/25/3369419 Outline Planning Application [...] For The Construction Of Up To 190 No. Residential Dwellings And A Community Building...
Land West of Bewley Road Angmering (A/154/24/OUT)

An inquiry was to be held from 28th October until 7th November. No committee member had advised the Clerk they felt this council needed to attend.

728/25 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

Cllr Bowman reported the steering group had yet to receive the latest feedback from Matt Jennings at Oneill Homer. The Clerk said the revised Neighbourhood Plan was on the Agenda for the October Full Council meeting, if ready in time.

729/25 CORRESPONDENCE

There was no correspondence to consider.

730/25 NEW MATTERS FOR THE NEXT MEETING (13TH OCTOBER)

Nothing.

The Meeting ended at 18:30.

Chairman: **Cllr Christine Bowman** Date: **13th October 2025**

(END)