



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 9th February 2026 at East Preston Infant School, Lashmar Road, East Preston at 17:30

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

Mrs Sioned Vos, East Preston & Kingston Preservation Society

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 17:32.

Cllr Bowman welcomed everyone to the meeting and thanked them for agreeing to the earlier start as there were several planning applications to be considered.

087/26 APOLOGIES AND REASONS FOR ABSENCE

All committee members were present.

088/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

No interests were declared.

089/26 PUBLIC SESSION

No members of the public were present.

090/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

Observations by 12th February 2026

EP/120/25/S73 Variation of condition 2 imposed under EP/75/25/HH relating to approved plans Fleurs et Neige, 23 Michel Grove, East Preston, BN16 2SX

Mrs Vos said the Preservation Society would not be commenting upon this application.

No public representations had been received.

The committee AGREED unanimously not to object to this application.

EP/122/25/A 1 no externally illuminated fascia sign and 1 No non illuminated projecting sign on front elevation
19-21 Sea Road, East Preston, BN16 1JN

Mrs Vos said the Preservation Society would also not be commenting upon this application.

No public representations had been received about this application.

The committee AGREED unanimously not to object to this application.

Observations by 19th February 2026

None

Observations by 26th February 2026

EP/121/25/PL Change of use of ground floor pharmacy (Class E) to restaurant (Class E) with associated ventilation equipment and external seating
19-21 Sea Road, East Preston, BN16 1JN

Mrs Vos said the Preservation Society would not be commenting upon this application as any physical changes were all around the back of the property. Mrs Vos and Cllr Bowman agreed the ADC Environmental Health officer's report was very good.

The Clerk had circulated a letter of objection which had been uploaded against application EP/122/25/A at a time when that was the only application visible for this business proposal. The letter raised concerns about the accessibility from the fire escape for tenants living above the application site. One other public objection had been submitted to ADC, complaining about the external seating aspect of the application, erroneously assuming this would be at the front of the property not the back.

Committee members expressed a number of concerns, not least that the drawings incorrectly show the rear fire escape as extending beyond the building line on the eastern elevation. The committee agreed it could not comment upon this application until revised/corrected drawings had been provided.

The application will be considered again at the committee's meeting on 23rd February.

EP/123/25/HH Demolition of single garage and erection of a single storey annexe build
4 Beechlands Close, East Preston, BN16 1JT

Mrs Vos advised the Preservation Society would not object to this application but would ask for a Condition to be added to any Planning Permission granted the annex should remain ancillary to the main domicile in perpetuity.

No public representations had been received directly, but Cllr Wilkinson reported there was one concern lodged with ADC from a neighbouring resident of Beechlands Close.

The committee AGREED unanimously to object as the proposal would go against Condition 3 as part of Planning Permission EP/64/25/HH. The committee AGREED unanimously, a request should be made for a Condition to be added to any Planning Permission in line with that suggested by the Preservation Society.

EP/1/26/PL Change of use of A1 buildings & yard to B8 use with elevational alterations, including solar panels and changes to the parking layout
East Preston Depot, Station Road, East Preston, BN16 3RE

Mrs Vos said the Preservation Society would not object to this application.

No public representations had been received.

The Clerk stated he had advised the manager of Milliers Court of this application as the operational hours of the site may be of concern to some residents of Milliers Court, particularly those on the north side of the building. He confirmed the operational hours were 06:00 to 22:00, seven days a week. As far as he could tell, the manager had not passed on this information to his residents.

The committee AGREED unanimously it had no objections to raise against this application.

EP/4/26/HH First floor extension to west and new roof to gf northwest room
14 West Ridings, East Preston, BN16 2TD

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

No public representations had been received.

The committee AGREED unanimously it would not be objecting to this application.

Observations by 5th March 2026

EP/7/26/S73 Variation of conditions 2 and 3 following the grant of EP/29/25/PL concerning approved plans and floodlight details
East Preston Football Club, The Lashmar, Lashmar Road, East Preston, BN16 1ES

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

No public representations had been received.

The Clerk had asked the chairman of the Football Club to provide a simple, written explanation of the changes but such had not been received. The Clerk's understanding was the new proposal would result in reduced light pollution to the surrounding area.

The committee AGREED unanimously not to object to this application.

Observations by 12th March 2026

EP/3/26/T Crown reduction to 1 No. Lime (T1) to leave a height of 5m and spread of 1m
6 Lime Tree Close, East Preston, BN16 1JA

Mrs Vos said the Preservation Society would not be objecting to this application. She believed the tree to be a feature tree and the proposed pollarding would not be inappropriate.

No public representations had been received.

The committee AGREED unanimously not to object to this application.

091/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS IN OTHER AREAS

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

092/26 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

093/26 LICENSING APPLICATIONS

There were no ADC Licensing Applications to consider.

094/26 **MINUTES OF THE MEETING HELD ON 15TH DECEMBER 2025**

Draft Minutes from the meeting held on 15th December had been circulated to all councillors on 16th December asking for suggested amendments by midday on 23rd December. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 15th December. Cllr Bowman duly signed the Minutes.

095/26 **MATTERS ARISING FROM PREVIOUS MEETINGS**

None.

096/26 **RECENT DECISIONS**

The committee NOTED the following decisions:

EP/94/25/HH	Single storey side extension... The Boathouse, 133 Sea Road, East Preston	Approved subject to Conditions (Delegated)
EP/101/25/PL	Changes to the parking layout... The Former Conservative Hall, 41 Sea Road, East Preston	Approved subject to Conditions (Committee)
EP/104/25/HH	Self-contained car port 7 North Lane, East Preston	Approved subject to Conditions (Delegated)
EP/107/25/HH	Existing front porch to be replaced... 34 Angmering Lane, East Preston	Approved subject to Conditions (Delegated)
EP/108/25/HH	Hip to gable extension 2 Michel Grove, East Preston	Approved subject to Conditions (Delegated)
EP/113/25/HH	Single storey side extension and other alterations 57 Manor Road, East Preston	Approved subject to Conditions (Delegated)
EP/2/26/DOC	Approval of details reserved by condition imposed under EP/107/25/HH relating to condition 3 (acoustic impact) 34 Angmering Lane, East Preston	Approved (Delegated)

097/26 **PLANNING COMPLIANCE MATTERS**

ENF/317/25 Alleged unauthorised fencing
██████████, East Preston, BN16 ██████████

There were no official updates for this case. Cllr Bowman reported the panel which had been removed before the committee's last meeting had not been replaced.

098/26 **PLANNING INSPECTORATE APPEALS**

None.

099/26 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

Cllr Bowman reported ADC had asked for several minor tweaks to the documentation provided by the Neighbourhood Plan Review Steering Group and these had all been met by her or the Clerk. As of 6th February, Richard Sherman had written to the council, "I have now updated the 'Indicative Timetable' for the next steps of the process. Therefore, please accept this email as a further 'formal receipt' of the Regulation 15 documents that you submitted. Also, therefore, please see attached the Reg.15 Submission letter receipt, procedure document (i.e. the indicative timetable), and checklist for the next steps in the process." This letter advised "the Plan Reg. 16 consultation period is scheduled for 19 February 2026 to 2 April 2026 at 5pm."

Cllr Bowman thanked the Clerk for his recent efforts in this matter.

100/26 CORRESPONDENCE

None.

101/26 NEW MATTERS FOR THE NEXT MEETING (23RD FEBRUARY 2026)

Nothing was suggested.

Cllr Mathias asked the committee what it could do about ADC's lack of an up-to-date Local Plan. Cllr Linton reported on the Dr Beccy Cooper MP meeting she had attended in Angmering in December, subsequent to which she had seen correspondence from Dr Cooper to ADC berating its lack of an up-to-date Local Plan. Cllr Bowman AGREED to ask a question of our district councillors at March's Full Council meeting, or whenever one is next present.

The Meeting ended at 18:25.

Chairman: **Cllr Christine Bowman** Date: **23rd February 2026**

(END)