



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 23rd February 2026 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
Mrs Sioned Vos, East Preston & Kingston Preservation Society

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 17:58.

Cllr Bowman welcomed everyone to the meeting.

144/26 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were accepted from Cllr Toney (away).

145/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

No interests were declared.

146/26 PUBLIC SESSION

No members of the public were present.

147/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

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

The Clerk advised he had contacted the Planning Officer for this application on the day after the last meeting. He had explained to her the committee's belief the drawings were incorrect for showing the existing fire escape as extending beyond the footprint of the building. He also asked whether the resident's letter which was submitted in response to EP/122/25/A (because that was the first application to go live for this project) but which was more appropriate to this application could be copied over. Having had no response by 20th February, the Clerk forwarded his email to the Planning Officer again. On this occasion, he received the following reply, "I have contacted the agent to request the plans are amended as the staircase does appear to be incorrectly shown. I have not yet had a response but will let you know once I receive this information." The committee was disappointed with this response.

Two members of the public had commented on the application on the ADC website – one Rustington resident supporting the application, one East Preston resident erroneously objecting to seating on the pavement in front of the premises.

The committee AGREED unanimously to object to this application as it did not feel it had sufficient information regarding access to other businesses through the alleyway at the back of the premises, emergency egress for the occupants of the flat above the premises, how rubbish from all premises will be handled at the back and suchlike. The committee AGREED it had no problem with the proposed change of use nor with the internal layout.

Mrs Vos confirmed the Preservation Society would not be commenting upon this application as any physical changes were all around the back of the property. Mrs Vos said the society agreed with the council's concerns.

Observations by 26th March 2026

EP/15/26/T Crown lift to 2 No. Beech (T1 & T2) to 3m from ground level over lawn and 6m from ground over road
Seacroft Apartments, 17 Sea Lane, East Preston, BN16 1NH

The Clerk had circulated details of this application earlier in the day of the meeting.

The committee AGREED unanimously to refer this application to the ADC arboriculturist, as per the committee's Terms of Reference.

148/26 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.

149/26 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

150/26 LICENSING APPLICATIONS

There were no ADC Licensing Applications to consider.

151/26 MINUTES OF THE MEETING HELD ON 9TH FEBRUARY 2026

Draft Minutes from the meeting held on 9th February had been circulated to all councillors on 10th February asking for suggested amendments by midday on 16th February. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 9th February. Cllr Bowman duly signed the Minutes.

152/26 MATTERS ARISING FROM PREVIOUS MEETINGS

None.

153/26 RECENT DECISIONS

The committee NOTED the following decisions:

EP/115/25/CLP Lawful Development Certificate for the proposed installation of 4 No. bollards...
Sea Road Beach Access, Sea Road, East Preston
Planning Permission not required (Delegated)

154/26 PLANNING COMPLIANCE MATTERS

ENF/317/25 Alleged unauthorised fencing
[REDACTED], East Preston, BN16 [REDACTED]

The Clerk had contacted the Planning Compliance Officer to see if she could shed any light on the removal of some of the fencing panels at the front of the property. The officer had replied, "The owner has advised me that part of the fence is to be removed, and an application is being prepared for submission for the remainder of the fence. Once this is submitted and validated, you will be consulted in accordance with the usual consultation process."

155/26 PLANNING INSPECTORATE APPEALS

None.

156/26 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

Committee members were aware the Regulation 16 consultation was now officially underway with a closing date of 2nd April.

157/26 CORRESPONDENCE

None.

158/26 NEW MATTERS FOR THE NEXT MEETING (9TH MARCH 2026)

Nothing was suggested.

The Meeting ended at 18:26.

Chairman: **Cllr Christine Bowman** Date: **9th March 2026**

(END)