



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 22nd June 2026 at Council Office 2, 118 Sea Road, East Preston at 18:00

MEMBERS PRESENT: Councillors Christine Bowman (Chairman), 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

ABSENT: Councillor 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;

The meeting opened at 18:00.

Cllr Bowman welcomed everyone to the meeting.

464/26 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were accepted from Cllr Bradshaw (unavailable).

465/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

None.

466/26 PUBLIC SESSION

No members of the public were present.

467/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

Observations by 2nd July 2026

EP/42/26/HH First floor rear extension
3 Tamarisk Way, East Preston, BN16 2TF

No public representations about this application had been received.

Mrs Vos said East Preston & Kingston Preservation Society would not be commenting upon this application. Although the East Preston Neighbourhood Plan stated the view from the beach should not be altered, the Preservation Society felt the view was being insufficiently changed to merit comment.

The committee AGREED unanimously not to object to this application.

EP/49/26/HH Single storey extension and alterations to existing property. Including porch extension, construction of new chimney, alterations to fenestration and replacement roof tiles. This application may affect the setting of a Listed building
Tuts Cottage, Manor Close, East Preston, BN16 1JF

Committee members were aware of one public representation from an adjacent property.

Mrs Vos advised the Preservation Society would be commenting as, although the efforts of the applicant are to be applauded, the society is not convinced the applicant fully appreciates the historic value of the site. Using old maps, Mrs Vos has been able to confirm the farm buildings were in situ by 1879 at the latest. Whereas farm buildings were often demolished when a farm ceased to operate, these buildings had survived.

The committee AGREED unanimously not to object to this application but to comment and to ask for conditions to be applied such as ensuring a photographic record of the old buildings was kept. The committee also asked the Clerk to contact Martyn White, Conservation Officer at ADC to ask him to give some consideration to this application. Mrs Vos would be copying the society's comments to Mr White too.

Observations by 9th July 2026

EP/30/26/HH Side extension and rear extension
3 Boundary Way, East Preston, BN16 1BU

Substitute plans were circulated at the meeting.

No public representations had been received about this application.

Mrs Vos said the Preservation Society would object to this application on the grounds the standard of the drawings made them almost impossible to understand.

The committee AGREED unanimously to object to this application as the plans were overly confusing.

(The substitute plans no longer showed stairs going up into the loft; the Clerk would ask the Planning Officer whether the loft conversion had explicitly been removed from the application.)

EP/51/26/HH Proposed single storey front extension / porch and new pitched roof over existing garage
Dene Cottage, 156 Sea Road, East Preston, BN16 1PB

No public representations had been received about this application.

Mrs Vos said the Preservation Society would not be commenting on this application which appeared to be a reasonable use of the space available, sympathetic to the building's history.

The committee AGREED unanimously not to object to this proposal.

EP/53/26/HH Single-storey rear and side extension, including a new integrated garage and garden store
4 Seaview Road, East Preston, BN16 1LX

The council had received no public representations about this application.

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

Some committee members were not convinced the proposed design integrated well with the existing building.

The committee AGREED not to object to this proposal. Two councillors were in favour of objecting to this proposal, for the reason stated above.

EP/55/26/HH
and
EP/56/26/L

Replacement of first floor rear glazing
Vista Point, 21 Tamarisk Way, East Preston, BN16 2TE

No public representations had been received.

Mrs Vos advised the Preservation Society would not be commenting on this application.

The committee AGREED not to object to this proposal.

468/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS IN OTHER AREAS

There were none to consider.

469/26 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

470/26 LICENSING APPLICATIONS

There were no Licensing Applications to consider.

471/26 MINUTES OF THE MEETING HELD ON 8TH JUNE 2026

Draft Minutes from the meeting held on 8th June had been circulated to all councillors on 10th June asking for suggested amendments by the end of the day. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 8th June. Cllr Bowman duly signed the Minutes.

472/26 MATTERS ARISING FROM PREVIOUS MEETINGS

Various Minutes – The Podgy Spaniel, 19-21 Sea Road, East Preston, BN16 1JN – as noted in Minute 474/26 below, Planning Compliance had opened a case to investigate the allegedly unauthorised roof over the external seating area at the back of this property. The Clerk had also contacted ADC Building Control for confirmation the Fire & Rescue Service had been involved and had been made aware of the council's concerns. On 10th June, Paul Scamans of ADC Building Control replied, "A Building Regulations application has been submitted. The application has not yet received a granted decision. We are waiting for updated information before statutory consultation can be undertaken with the Fire Authority. Your concerns (where they specifically relate to the Building Regulations and the jurisdiction of Building Control) have already been raised." The Clerk had expressed his concern the business had opened whilst there was still an open Building Regulations application; the application was EP/37/26/BR with a decision due date of 24th June.

473/26 RECENT DECISIONS

The committee NOTED the following decisions:

* denotes Applications against which the council raised objections

EP/33/26/HH * Extension, new roof and loft conversion
51 Warren Crescent, East Preston

Withdrawn

474/26 PLANNING COMPLIANCE MATTERS

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

Subject of planning application EP/11/26/HH which has been refused. The planning compliance case remained open.

ENF/82/26 Alleged unauthorised dormer window
 [REDACTED], East Preston, BN16 [REDACTED]

This case had been closed by the Planning Compliance Officer on 12th June, “it is my opinion that planning permission is not required.”

ENF/193/26 Alleged Unauthorised Breach of Planning Control relating to [REDACTED] Roof Structure
 [REDACTED], East Preston, BN16 [REDACTED]

This case had been raised after the last committee meeting. It had been accepted by Planning Compliance on 16th June. The Planning Compliance Officer had confirmed she would visit the site in due course.

475/26 PLANNING INSPECTORATE APPEALS

None.

476/26 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

Cllr Bowman, Mrs Vos and the Clerk agreed to meet on 25th June to discuss the council’s response to the examiner’s latest comments which, Mrs Vos felt, were moving in the direction the council wanted.

477/26 CORRESPONDENCE

None.

478/26 NEW MATTERS FOR THE NEXT MEETING (13TH JULY 2026)

Nothing was suggested.

The Meeting ended at 18:20.

Chairman: **Cllr Christine Bowman** Date: **27th July 2026**

(END)