



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 24th August 2026 at Council Office 2, 118 Sea Road, East Preston at 18:00

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

ALSO: Clerk to the Council, Simon Cross
Mrs Sioned Vos, East Preston & Kingston Preservation Society

ABSENT: Councillor David Moore

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 17:59.

Cllr Bowman welcomed everyone to the meeting.

687/26 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were received from Cllr Moore (unwell).

688/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

None.

689/26 PUBLIC SESSION

No members of the public were present.

690/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

Observations by 4th September 2026

EP/71/26/HH Extension to the side and infill extension to the rear, new roof and loft conversion and alterations to fenestration including removal of front porch
51 Warren Crescent, East Preston, BN16 1BL

Mrs Vos advised the Preservation Society would be objecting to this application as it contravenes the Village Design Statement in several ways.

The committee was aware of objections submitted by a neighbouring property.

After some discussion, the committee AGREED to object to this application considering it to be overdevelopment of the plot, not in keeping with the streetscene, higher than neighbouring properties and with a very square design.

Observations by 11th September 2026

EP/66/26/HH Single storey rear extension, new front porch and loft conversion including increase in ridge height and rear dormer. Relocation of existing and installation of new solar panels 30 Lavinia Way, East Preston, BN16 1EF

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.

691/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS IN OTHER AREAS

There were none to consider.

692/26 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

693/26 LICENSING APPLICATIONS

There were none to consider.

694/26 MINUTES OF THE MEETING HELD ON 10TH AUGUST 2026

Draft Minutes from the meeting held on 10th August were circulated to all councillors on 11th August asking for suggested amendments by midday on 13th August. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 10th August. Cllr Bowman duly signed the Minutes.

695/26 MATTERS ARISING FROM PREVIOUS MEETINGS

None.

696/26 RECENT DECISIONS

The committee NOTED the following decisions:

* denotes Applications against which the council raised objections

EP/55/26/HH / Replacement of first floor rear glazing / Listed building consent...
EP/56/26/L Vista Point, 21 Way, East Preston

Approved subject to Conditions (Delegated)

EP/65/26/DOC Approval of details reserved by condition imposed under EP/121/25/PL...
The Podgy Spaniel, 19-21 Sea Road, East Preston

Part Approved (Delegated)

697/26 PLANNING COMPLIANCE MATTERS

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

ENF/193/26 Alleged Unauthorised Breach of Planning Control relating to EP/121/25/PL Roof Structure
[REDACTED], East Preston, [REDACTED]

The Planning Compliance Officer visited the premises on 6th August and then reported to the Clerk she had seen for herself the enclosed structure at the back of the premises. She reported there were also some Conditions from the Planning Permission that had yet to be discharged. She would continue to pursue all these matters.

tbc Alleged unauthorised garden structure
[REDACTED], East Preston, BN16 [REDACTED]

The Clerk advised concerns had been raised about this structure which was clearly visible abutting and above the fence on the northern boundary of the property. No response from ADC yet. Cllr Bowman stated the structure had been there for a while but with an awning whereas the new structure looked to include a more formal roof.

698/26 PLANNING INSPECTORATE APPEALS

None.

699/26 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

Cllr Bowman reported the steering group had made further changes requested by ADC and had resubmitted the draft to ADC on 17th August. ADC had acknowledged this and would respond in due course. Cllr Toney again thanked Cllr Bowman and Mrs Vos for their work on this review.

700/26 CORRESPONDENCE

None.

701/26 NEW MATTERS FOR THE NEXT MEETING (14TH SEPTEMBER 2026)

The Clerk reminded the committee this meeting would be held at East Preston Infant School as it would be followed immediately by the Annual General Meeting of the Warren Recreation Ground.

The Meeting ended at 18:16.

Chairman: **Cllr Christine Bowman** Date: **14th September 2026**

(END)

Version	Date / Action	Changes from previous version (if any)
Draft	25/08/2026 / sent to Cllr Bowman for initial approval	
	25/08/2026 / approved by Cllr Bowman for distribution to all councillors	
	25/08/2026 / distributed to all councillors	