



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 14th September 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, 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 17:56.

Cllr Bowman welcomed everyone to the meeting.

725/26 APOLOGIES AND REASONS FOR ABSENCE

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

726/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

Cllr Wilkinson	Planning Applications EP/80/26/HH and EP/82/26/HH	Personal: Cllr Wilkinson lives very close to both application sites
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727/26 PUBLIC SESSION

No members of the public were present.

728/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

Observations by 24th September 2026

EP/80/26/HH Loft conversion and internal alterations with the installation of solar panels and alterations to fenestrations

Copperwick, 5 South View, East Preston, BN16 1PX

Mrs Vos reported the Preservation Society would not comment upon this application. The Society hoped the proposed balcony would remain a Juliet balcony.

No public representations had been received.

The committee AGREED unanimously not to object to this application.

Cllr Wilkinson chose not to vote because of his Personal Interest in this application.

Observations by 1st October 2026

EP/79/26/PL Portable toilets with decking and a 2.65m high timber screen fence to match the existing Salt Beach Kiosk, Sea Road, East Preston, BN16 1PD

Mrs Vos said the Preservation Society would probably not comment upon this application although she was concerned about how often and from where the toilets would be emptied.

No public representations had been received.

The committee AGREED unanimously to defer commenting upon this application until further information had been provided on the emptying of the toilets and the proximity of the toilets to the portable sauna. Concerns were also raised about the proximity of the toilet enclosure to some of the seating in the venue and was the venue prepared for non-customers to make use of the toilets; these were matters for the venue owners to handle.

EP/82/26/HH Single storey rear extension to replace conservatory on existing footprint 8 Seaview Avenue, East Preston, BN16 1PP

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

No public representations had been received.

The committee AGREED unanimously not to object to this application.

Cllr Wilkinson again chose not to vote because of his Personal Interest in this application.

729/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS IN OTHER AREAS

There were none to consider.

730/26 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no WSCC Planning Applications to consider.

731/26 LICENSING APPLICATIONS

There were none to consider.

732/26 MINUTES OF THE MEETING HELD ON 24TH AUGUST 2026

Draft Minutes from the meeting held on 24th August were circulated to all councillors on 25th August asking for suggested amendments by midday on 1st September. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 24th August. Cllr Bowman duly signed the Minutes.

733/26 MATTERS ARISING FROM PREVIOUS MEETINGS

The meeting had quite a long discussion about its concerns about a local business. The committee AGREED unanimously the Clerk should find out how ADC Environmental Health might handle concerns about such a business.

734/26 RECENT DECISIONS

The committee NOTED the following decisions:

* denotes Applications against which the council raised objections

EP/47/26/HH Demolition of sunroom and replacement with two storey extension...
Crabapple Cottage, 10 Tamarisk Way, East Preston
Approved subject to Conditions (Delegated)

735/26 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]

ENF/310/26 Alleged unauthorised garden structure
[REDACTED], East Preston, BN16 [REDACTED]

736/26 PLANNING INSPECTORATE APPEALS

None.

737/26 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.

738/26 CORRESPONDENCE

The Clerk reported the council had been contacted by Planning Application Review, a company which offered to turn a planning application's documentation into a "structured, plain-English briefing for parish and town councils". Such a briefing would also come with a suggested response to the local planning authority. At the time the council received the letter offering a free example, the only live planning application was EP/80/26/HH for Copperwick in South View. Cllr Bowman and the Clerk had agreed the report was ok but would only be needed on applications for developments of at least ten properties and those rarely appeared in East Preston. The report was available for any committee member to read if they wished.

Cllr Bowman reminded the committee Cllr Bradshaw would chair the next meeting.

The Meeting ended at 18:30.

Chairman: **Cllr Kit Bradshaw** Date: **28th September 2026**

(END)