



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 28th September 2026 at Council Office 2, 118 Sea Road, East Preston at 18:00

MEMBERS PRESENT: Councillors Kit Bradshaw (Chairman), Elizabeth Linton, Glyn Mathias, Steve Toney

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

ABSENT: Councillors Christine Bowman, David Moore and Steven Wilkinson

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 Bradshaw welcomed everyone to the meeting.

725/26 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were accepted from Cllrs Bowman (holiday), Moore (unwell) and Wilkinson (a prior commitment).

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

None.

727/26 PUBLIC SESSION

No members of the public were present.

728/26 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

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

Following the committee's last meeting, the Clerk had contacted the applicant direct with the committee's questions about emptying of the toilets but had received no reply. After a week without reply, the Clerk had raised the same questions to the Planning Officer – again, no reply.

The Clerk reported there were a number of public representations direct to ADC on this application. He had not had time to read all of them, but mostly they were short comments of support.

The committee remained unanimously concerned about the siting of the portable toilets, their cleaning and their emptying regime. To date, there was no comment from ADC's Environmental Health team and the committee was concerned there was only one door and a gate between the toilets and the (s)eating area. There was also concern whether the business was prepared for non-customers using the toilets. The Clerk suggested these were mainly internal business matters rather than Planning matters.

The committee unanimously AGREED the Clerk should ask ADC for an extension to the closing date for comments for the applicant to respond to the above concerns.

In principle, the committee remained supportive of this application.

Observations by 8th October 2026

EP/88/26/HH Single storey side extension including the installation of solar panels and air conditioning unit
1 Tamarisk Way, East Preston, BN16 2TF

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

No public representations had been submitted to ADC about this application. The Clerk had heard from one neighbouring property, "we had already been sent these plans by our neighbours and are quite comfortable with their proposals."

The committee unanimously AGREED not to object to this application.

EP/91/26/HH Replace existing conservatory with a single storey rear and side extension with a pitched roof
87 Lavinia Way, East Preston, BN16 1DD

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

No public representations had been received on this application.

The committee AGREED unanimously not to object to this application.

Observations by 15th October 2026

EP/83/26/HH Single storey rear extension
23 Warren Crescent, East Preston, BN16 1BJ

Mrs Vos said the Preservation Society would not be objecting to this application, but it was concerned the proposal was very close to overdevelopment of the site, leaving very little in the way of amenity space.

No public representations had been received on this application.

The committee agreed with the Preservation Society's concern but AGREED unanimously not to object to 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 14TH SEPTEMBER 2026

Draft Minutes from the meeting held on 14th September were circulated to all councillors on 15th September asking for suggested amendments by midday on 17th September. None had been received.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 14th September. Cllr Bradshaw duly signed the Minutes.

733/26 MATTERS ARISING FROM PREVIOUS MEETINGS

Minute 690/26 – EP/66/26/HH – 30 Lavinia Way – Cllr Bradshaw reminded the committee he had mentioned previously a half-pipe visible behind a property adjacent to this property. He had driven past it several times since and was now concerned about the noise nuisance resulting from the use of the half-pipe. The committee AGREED unanimously to raise a compliance case for what was effectively a permanent structure.

Minute 978/23 – K/46/23/PL – Land north-east of Kingston Lane, Kingston – the Clerk reported he had been contacted by a resident concerned the landowner had blocked access to this site which had, reportedly, been used as an informal public footpath for at least decades. The resident was asking for the parish council to pursue WSCC to make the footpath a formal public footpath. The Clerk had replied the land in question was within the Kingston parish and it was rightly for Kingston Parish Council to pursue WSCC although EPPC would likely support any such move. He had also contacted his Kingston Parish Council counterpart. He had advised the resident the council had tried to get WSCC to declare the very bottom of Sea Road formally a public footpath but without success, despite the wealth of public statements supporting the stretch of road's use as a footpath for more than twenty years.

734/26 RECENT DECISIONS

The committee NOTED the following decisions:

* denotes Applications against which the council raised objections

EP/68/26/HH	Two storey front extension... 8 Tamarisk Way, East Preston	Approved subject to Conditions (Delegated)
EP/81/26/NMA	Non-material amendment following the grant of EP/113/25/HH relating to changes to elevations... 57 Manor Road, East Preston	Approved (Delegated)
EP/85/26/NMA	Non-material amendment following the grant of EP/62/18/HH relating to reflect as built situation 3 Michel Grove, East Preston	Approved (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]

There were no updates to any of the above Planning Compliance cases.

736/26 PLANNING INSPECTORATE APPEALS

None.

737/26 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP) REVIEW

The Clerk reported he had received a response from ADC fewer than ninety minutes before the meeting had started. Whilst Cllr Bowman was away, he would have a look at the suggested amendments with Mrs Vos as take it from there. Mrs Vos asked whether the council had access to someone who could design maps.

738/26 CORRESPONDENCE

None.

739/26 NEW MATTERS FOR THE NEXT MEETING (12TH OCTOBER 2026)

None.

The Meeting ended at 18:21.

Chairman: **Cllr Christine Bowman** Date: 12th October 2026

(END)