



EAST PRESTON PARISH COUNCIL

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PLANNING AND LICENSING COMMITTEE

MINUTES: of the Committee Meeting held on Monday, 24th September 2018 at East Preston Infant School, Lashmar Road, East Preston at 18:00hrs

MEMBERS Councillors C Bowman, E Linton, G Mathias (Chairman), S Toney and S Wilkinson

PRESENT:

ALSO: Clerk to the Council, Simon Cross

Mrs S Vos, East Preston & Kingston Preservation Society

ABSENT: Councillor D Moore

The meeting opened at 18:00. Cllr Mathias welcomed everyone to the meeting.

662/18 APOLOGIES AND REASONS FOR ABSENCE

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

663/18 PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

No Interests were declared.

664/18 PUBLIC SESSION

No members of the public were present.

665/18 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

The committee noted its decision on the following Planning Application:

Observations by 20th September 2018

EP/121/18/HH Single storey rear extension
11 The Plantation, East Preston BN16 1LD

The committee had unanimously AGREED electronically not to raise objections to this Application. The decision had been taken electronically to avoid calling a meeting solely to consider this Application, as per the committee's Standing Orders.

666/18 ARUN DISTRICT COUNCIL (ADC) PLANNING APPLICATIONS

The committee considered the following Planning Application:

Observations by 27th September 2018

None

Observations by 4th October 2018

EP/128/18/HH Loft conversion & single storey rear extension (re-submission of EP/89/18/HH)
39 Hillview Crescent, East Preston, BN16 1RG

Mrs Vos explained the Preservation Society would be objecting again to this Application. Although there were improvements over the previous proposal, the high pyramidal roof was subtly deeper than the ground floor whereas the proposed new roof design would highlight this imbalance resulting in a poorly-designed, unbalanced property. The Society believed the proposal to be in conflict with policies D DM4 (a) and (b) in addition to the policies listed by the Planning Officer when the previous Application was refused Planning Permission. The proposal was also contrary to Policy 3 of the East Preston Neighbourhood Plan which recommended, “maintain a consistent low building height, with no development proposal of more than 1.5 storeys; and where new rooms are to be created in a roof space, ensure the height of the roof is not increased and the basic form of the roof is not altered.” Clearly the basic form of the roof would be altered if this proposal was granted Planning Permission and the building would be more than 1.5 storeys.

The council had received no other public correspondence about this Application.

The committee AGREED unanimously to support the Preservation Society’s objections to this Application.

The committee AGREED also to refer this Application to the Conservation Officer at ADC to see if he had comments to make.

The committee further AGREED to raise a further compliance case on this Application as building work appeared to have started.

Observations by 11th October 2018

None

667/18 WEST SUSSEX COUNTY COUNCIL (WSCC) PLANNING APPLICATIONS

There were no Planning Applications to consider. The committee noted WSCC had given itself Planning Permission for an extended hard play area at the East Preston Infant School, WSCC/036/18/EP.

668/18 LICENSING APPLICATIONS

There were no licensing applications to consider.

669/18 MINUTES OF THE MEETING HELD ON 28TH AUGUST 2018

The draft Minutes had been circulated to all councillors on 29th August.

The committee AGREED the Minutes could be signed as a true record of the meeting held on 28th August. This action was duly completed by the Chairman.

670/18 MATTERS ARISING FROM PREVIOUS MEETINGS

Nothing was raised.

671/18 RECENT DECISIONS

* denotes Application against which the council raised objections

- EP/96/18/DOC** Application for approval of details reserved by condition imposed under planning permission EP/59/17/PL [...] relating to condition No. 9 (Surface Water drainage works) & 10 (Sustainable drainage scheme)
Tudor Lodge, 125A Sea Road, East Preston
Refused (Delegated)
- EP/106/18/CLP** Lawful development certificate for a proposed single storey rear extension
24 Lavinia Way, East Preston
Planning Permission not required (Delegated)
- EP/99/18/PDH** Notification under extended permitted development rights for a single storey extension...
18 Normandy Drive, East Preston
Prior Approval Not Required (Delegated)
- EP/42/18/HH** Proposed new two storey side extension...
Mariners, 18 South Strand, East Preston
Approved subject to Conditions (Delegated Powers)

672/18 COMPLIANCE MATTERS

- ENF/110/18** Alleged unauthorised non compliance with approved plans
3 The Street, East Preston, BN16 1JJ
- ENF/153/18** Alleged unauthorised breach of condition
131a Sea Road, East Preston, BN16 1PD
- “This is a courtesy update to advise that the submission of a planning application is currently pending the completion of a flood risk assessment. Once this is completed & submitted I will contact you again.” (letter dated 26th July)

673/18 PLANNING INSPECTORATE APPEALS

- 3195910** 1 No. dwelling with associated car parking, dropped kerb access & planting
20 Lashmar Road, East Preston
“An appeal against the non determination of the above application by Arun District council, has been made to the Secretary of State.” (email from ADC dated 5th July)
- The Clerk advised a Decision Notice had been issued on 7th September and had been circulated to all committee members on 14th September.
- The appeal was dismissed by the Planning Inspectorate.

674/18 EAST PRESTON NEIGHBOURHOOD PLAN (EPNP)

Mrs Vos reminded the committee, the council would need to start its five-yearly review of the Neighbourhood Plan shortly.

675/18 AREAS OF SPECIAL CHARACTER

The Clerk stated the 14:00 meeting with Martyn White on Tuesday, 18th September had gone well and been attended by most members of the Planning & Licensing Committee together with Mr Sawers and Mrs Vos representing the Preservation Society. Mr White had explained he was back working half the week on conservation matters and he was keen to see the work on the East Preston Areas of Special Character complete. Mrs Vos had sent him a revised version of the draft updated Area of Special Character document for *Seafield Road (part)*, *Palm Court Cottages and South Strand (part)*. Mr White had agreed to provide comments and then some foot work was necessary to bring the document back up to date.

Mr White was keen to review the 2005 ADC Local List of Heritage Assets. He wanted to ensure merit-worthy buildings not currently included were brought on to the list whilst some of the less worthy buildings could perhaps be dropped. The number of East Preston buildings including on the list was conservative compared to some other parts of the district. He was still investigating how best to make this happen and favoured a static policy document which would have an appendix which could be reviewed annually say.

676/18 CORRESPONDENCE – ADC LICENSING

The committee noted the following report which had been circulated in advance of the meeting:

Agenda Item 15a

At the close of the Finance & General Purposes Committee meeting on 28th August, it was noted Grub & Gumption had received its licence to serve alcohol. No application had come before this committee for its consideration. I contacted ADC to ask whether a process had changed as we had been consulted on previous similar applications. The council received the following response on 28th August:

Dear Simon,

Thank you for your email. Please accept my apologies for this oversight. Our consultation procedures have not change – this was simply an oversight.

Kind regards

Linda Mercer
Licensing Administration Assistant

Simon Cross – **Clerk to the Council**

29th August 2018

The committee AGREED further reassurance should be sought from someone more senior within ADC Licensing.

677/18 CORRESPONDENCE – ADC PLANNING

The Clerk reported the council had received an email from Neil Crowther, ADC Group Head of Planning, announcing his decision to stop circulating paper copies of Planning Applications to town and parish councils with effect from 31st December 2018. For a year, ADC will “Continue to send paper copies of plans for other planning applications for schemes comprising net additional dwellings, reserved matters applications or new commercial floorspace” subject to review. The Clerk had agreed with the school, access could be given to the ADC website so Planning Drawings could be shown on the school hall screen after 1st January. However, it was disappointing there would no longer be paper drawings available as committee members often called into the office during the week before a Planning & Licensing Committee meeting to pore over the plans before then visiting the site. There was still the option for the office to print A3 copies of drawings when requested. The committee AGREED it was a good idea to keep a log of where important writing on a planning drawing was impossible to read on screen. Mr Crowther’s decision would save ADC several thousand pounds a year.

The Clerk had written to Mr Crowther on 7th September asking how town and parish councils would now get hold of applicants’ and agents’ email contact details as these were redacted on the ADC website but not on the paper copies received. The information was still in the public domain as it was held on the paper copies at the Civic Centre in Littlehampton, so would Planning Officers be willing to provide that information on request? No response as yet.

The Clerk reported the council had been invited to attend and speak at the Development Control Committee on Planning Application FG/33/18/PL for land at the former McIntyre Nursery, Littlehampton Road, Ferring to become a storage area for container units. The committee AGREED to leave Ferring Parish Council to lead on this.

The Clerk also reported he was still awaiting confirmation from the Planning Officer as to whether or not EP/111/18/PL for 56 St Mary’s Drive needed a Change of Use application in conversion from office accommodation to residential accommodation. He suspected the building had originally been built as residential but had been being used as office space unofficially. He had asked the same question in the council’s response to the Planning Application.

678/18 NEW MATTERS FOR THE NEXT MEETING (8TH OCTOBER)

Nothing was suggested.

The Meeting closed at 18:28.

Chairman: *Clr Glyn Mathias* Date: **8th October 2018**