



The Steypning Centre
Fletchers Croft
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**TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE
HEREBY SUMMONED TO AT THE STEYPNING CENTRE TO BE HELD ON MONDAY
24TH JANUARY 2022 AT 7.30PM.**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO 'ATTEND' THE MEETING

GDPR Notice Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record meetings of Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place. Any equipment used in the Steypning Centre and plugged into the main electrical supply must be PAT tested

A G E N D A

- 1.0 APOLOGIES** – to receive apologies and reasons for absence.
- 2.0 DECLARATIONS OF INTEREST** – to receive Councillors declarations of interest in items on the agenda
- 3.0 QUESTIONS FROM THE FLOOR** - Up to 15 minutes (2 minutes per person) will be available for the public to make representations or ask questions relevant to items on the agenda or (preferably) to answer questions which have been submitted in writing to the Deputy Clerk by 12. noon on Friday 21st January 2022.
- 4.0 MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 13th December 2021.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 110.1 Request dates for an evening meeting for the new Year with Richborough – Actioned.** Email request sent on 21st December and followed up with a reminder on 14th January.
 - 5.2 110.5 Budget 2022-23** - The Committee suggest the electricity and water budgets for the Steypning Centre should be considered for an increase. **Actioned**
 - 5.3 110.6 - Blinds to be purchased with left over budget up to the value of £400.00 - Ongoing**
 - 5.4 110.8 – Update on Historic Buildings project** - Cllr Ian Alexander
 - 5.5 116.4 – Bus Shelter ramp** –HDC have sent a response to request a ramp be installed at the bus shelter – **See Item 10.4**
 - 5.6 116.5 – High Street Toilets** – Following more blockages at the toilets, a drain unblocking specialist was called in the clear the blockage. **Actioned.**
 - 5.7 117.2 – Book agreed floor polish and 2 coats of sealant for 2022** **Actioned**
- 6.0 PLANNING APPLICATIONS**
 - 6.1 DC/21/2758 – 31 Penfold Way** – Variation of condition 1 of previously approved application DC/17/1163 (Demolition of existing garage, erection of 1 dwelling and alterations to existing access) to allow for amendments to the approved scheme.
 - 6.2 DC/21/2749 – 4 High Street** – Removal of Condition 2 of previously approved application DC/19/2230 (Retrospective application for the installation of air conditioning units within a dental practise) relating to the air conditioning units.



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- 6.3 **DC/21/2784 – 7 The Furlongs** – Erection of a detached dwelling together with associated driveway and parking.
- 6.4 **DC/21/2771 – Lavengro., Wykeham Close** – Conversion of loft into habitable living space, incorporation creation of a rear dormer and installation of 1 rooflight to side.
- 6.5 **DC/21/2868 – 22 Newham Lane** – Demolition of existing conservation and erection of a single storey rear extension. Erection of a single storey side porch extension with relocated door and single storey front in extension. Conversion of loft to form habitable accommodation incorporating rear roof extension, the creation of 2 side dormers and installation of rooflights to all elevations.
- 6.6 **DC/21/2539 – Green and Healthy, 70 High Street** – Installation of an air conditioning unit to the western internal wall, with ducting leading an external unit positioned at the rear. LBC.
- 6.7 **DC/21/2666 - 19 Roman Road** – Erection of a first floor side extension and conversion of loft to form habitable living space incorporating creation of a rear dormer and installation of 3 front rooflights.
- 7.0 **LATE PLANS**
None at time of printing
- 8.0 **ENFORCEMENT NOTIFICATIONS**
- 8.1 **EN22/0009 – Land to the rear of 60-62 High Street** – Alleged construction works are closer to boundaries of Elm Terrace that approved under DC/18/1688.
- 9.0 **PLANNING DECISIONS FROM HDC and SDNP**
APPLICATIONS PERMITTED
- 9.1 **DC/21/2392 - Chestnut Cottage, 57 Goring Road** - Demolition of existing rear extension. Erection of a single storey rear extension with associated landscaping and new air source heat pump to the front elevation.
- 9.2 **DC/21/2713 - Land Rear of 44 Penfold Way Bramber Road** - The proposal incorporates the installation of 1x DSLAM equipment cabinet olive green, the dimensions of which are, Height 1300mm x Length 800mm x Depth 450mm.
- 9.3 **DC/21/1434- 12 Saxon Road** - Installation of cladding to the front and side elevations.
- 9.4 **DC/21/2414 -4 Elm Terrace Elm Grove Lane** - Conversion of loft and installation of rooflights to front and rear.
- 9.5 **DC/21/2425 - Honeys 25 - 27 Church Street** - Installation of rooflight to rear elevation (Listed Building Consent)
- 9.6 **DC/21/2488 - 2 Old Market Square Station Road** - Description: Surgery to x1 Ash (works to trees in conservation area)
- 9.7 **DC/21/2003- Rosecot, Holland Road** - Demolition of conservatory and erection of a front porch, dormer, two storey side extension, and rear dormer.
- 9.8 **DC/21/2493 & 2495 - 12 Church Street** - Removal of non-original walls and partitions, installation of replacement and 1no. new timber-framed windows, replacement of ground-slab, re-exposure of rear gable timbers, replacement of defective lintel in rear living room, replacement of clay peg-tiles
- 9.9 **SDNP/21/02696 – Great Drove Farm** – Use of outbuilding as self-catering holiday let
- 10.0 **DEPUTY CLERKS REPORT FOR STEYNING CENTRE**
- 10.1 **Bookings** - Update
- 10.2 **Film nights** – Update
- 10.3 **LED Lighting 2nd Phase** - to receive an Update
- 10.4 **Bus Shelter Ramp** – Update further to Information from HDC
- 10.5 **Canopy for Playgroup reading area** – to discuss the playgroup request for a non- permanent canopy to be erected outside Saxon Room
- 11.0 **FINANCIAL ITEMS**
- 11.1 **Income and Expenditure report for November and December 2021** – to accept the reports as a correct record of the finances.

- 11.2 Steyning Centre Hire Prices** – To discuss and agree prices for 2023-24 room and equipment hire
- 11.3 Dishwasher replacement** – To discuss and agree the purchase of a replacement dishwasher for Coombe Court Kitchen.
- 12.0 CORRESPONDENCE/INFORMATION.**
- 12.1** South Downs National Park Planning News.
- 12.2** Details from SDNPA concerning a consultation on the proposed local connection test being carried out for 8 weeks between 11th January and 8th March 2022.
- 13.0 DATE OF NEXT MEETING** - Monday 28th February 2022 at 7.30pm

John Fullbrook
Clerk to the Council