
MINUTES OF THE PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 23RD MAY 2022 AT 7.30PM AT THE STEYPNING CENTRE.

Present: Cllrs Ian Alexander, Hanson, Simon Alexander, Parsons, and Northam

Members of the public: None

Clerk – Hazel Roxby

MINUTES

Cllr Ian Alexander informed that the Chair and Vice Chair have given apologies for the meeting and he had been asked to act as Chair for this meeting if members were happy for him to do so. The Committee were in favour of this therefore Cllr Ian Alexander Chaired the meeting.

P22/01

APOLOGIES

01.1

Apologies were received from Cllrs. Trundle and Young
Cllr Rudkin was absent.

P22/02

DECLARATIONS OF INTEREST

02.1

There were declarations of Personal interest from Cllr Parsons to item 06.7 and from Cllr Northam to Item 06.2.

P22/03

QUESTIONS FROM THE FLOOR -

03.1

None.

P22/04

MINUTES – to agree minutes of the last meeting on Monday 25th April 2022

04.1

Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander to accept the minutes of 25th April 2022 as a true and fair record of the meeting. **Agreed** 4 for and 1 abstention

P22/05

MATTERS ARISING AND ACTIONS

05.1

173.1 Richborough Estates - A response email to a residents query was received from Richborough estates just before the meeting. Deputy Clerk to forward the email to committee members. **Actioned**

05.2

173.2 - Blinds The blinds were fitted on 17th May **Actioned**.

05.3

173.3 - Canopy for Playgroup reading area - Deputy Clerk to investigate with the Clerk and the Preschool whose asset the canopy would ultimately be and who will be responsible for the insurance and the maintenance. – **Ongoing**.

05.4

173.4 - Dishwasher Replacement – Awaiting delivery. Dishwasher to be delivered on Friday 27th May.

- 05.5** **173.5. – Bus Shelter ramp** – A meeting with the Accessibility Consultant is to be arranged with the Deputy Clerk at the beginning of May. **Item 10.3**
- 05.6** **173.6 – Request from PPG** - Accept offer of Real Time Information Screen for foyer – **Actioned.** Awaiting delivery

P22/06 **PLANNING APPLICATIONS**

- 06.1** **SDNP/22/01633/LDE – Great Drove Farm, Bostal Road** – Application to confirm the occupation of the dwelling not in accordance with condition 2 of the application ST/9/89. The condition requires that the occupation of the dwelling shall be limited to a person solely employed or, retired and last employed in the locality in agriculture as defined in Section 290 (1) of the Town and Country Planning Act 1971, or in forestry (including any dependants of such a person residing with him or her) or a widow or widower of such a person. (Lawful Development Certificate – Existing)
Comment: Cllrs note the application and had no comments to add to the Lawful Development Certificate – Existing. **Agreed.**
- 06.2** **SDNPA/22/01567/FUL – Charlton Court Granary, Mouse Lane** – Part demolition of existing derelict barn outbuildings and grain silo (flint and tile barn to be retained). Proposed extension and conversion of redundant agricultural buildings to form single residential dwelling. Erection of an ancillary outbuilding for storage to be adjacent agricultural land in the same ownership. Associated hard and soft landing.
Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed**
Cllr Northam did not vote on this application as he had declared a personal interest.
- 06.3** **DC/22/0470 – The Granary, Dog Lane** – Surgery to 2 x Horse Chestnut trees and felling of 1 Ash and 1 Hazel (Works to Trees in a Conservation Area).
This application has already been permitted by HDC – they apologised for the late information that was sent to the Parish Council due to admin error.
- 06.4** **DC/22/0799 – Watersmead, Dog Lane** – Fell 2 Cupressus's (Works to Trees in a Conservation Area)
Cllr Ian Alexander **proposed, seconded** by Cllr Hanson **No Objection. Agreed**
- 06.5** **DC/22/0731 – Fletchers, 18 Bowmans Close** - Surgery to 1 Ash
Cllr Ian Alexander **proposed, seconded** by Cllr Hanson **No Objection. Agreed**
- 06.6** **DC/22/0846 – Ashburton, High Street** – Surgery to 1 Holm Oak (Works to Trees in a Conservation Area)
Cllr Ian Alexander **proposed, seconded** by Cllr Northam **No Objection. Agreed**
- 06.7** **DC/22/0834 – 7 Laines Road** – Demolition of existing garage and erection of a replacement garage with ancillary living accommodation above.
Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander **OBJECTION due to overdevelopment of the site and loss of privacy to the neighbouring residents. Agreed**
Cllr Parsons did not vote on this application as she had declared a personal interest

- P22/07**
07.1 **LATE PLANS**
DC/22/0853 The Maltings, Church Street – Fell to 1 Yew tree (works to Trees in a Conservation Area)
Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander **OBJECTION Cllrs would prefer the tree to have surgery rather than be felled. Agreed**
- 07.2** **DC/22/0914 – Chantryside, Church Street** – Front garden surgery to 1 x Pyracantha, 1 Yew and 1 Bay. Rear garden – Surgery to 2 yew, 2 cypress, 1 Fuja and 1 Hazel and to fell 1 Cypress (Works to Trees in a Conservation Area)
Cllr Ian Alexander **proposed, seconded** by Cllr Parsons **No Objection. Agreed**
- P22/08**
08.1 **ENFORCEMENT NOTIFICATIONS**
None
- P22/09**
PLANNING DECISIONS FROM HDC and SDNP
APPLICATIONS PERMITTED
- 09.1** **DC/21/1396 -12 Church Street** - Conversion of existing rear studio outbuilding to double garage with external alterations.
- 09.2** **DC/22/0525 - Elmside 25 Goring Road** -: Erection of a front porch and creation of bay windows to the front elevation.
- 09.3** **DC/21/0769 - 88 High Street** - Installation of external refrigeration units to rear/side. :
- 09.4** **DC/22/0365 - Dingemans Court Shooting Field** - Surgery to 1 x Hawthorn and 1 x Silver Birch
- 09.4** **DC/22/0470 - The Granary Dog Lane** - Surgery to 2 x Horse Chestnut trees and felling of 1 x Ash and 1 x Hazel (Works to trees in a Conservation Area)
- REFUSED**
- 09.5** **DC/22/0148 - 1 Rosemary Avenue** - Erection of an infill single storey rear extension and conversion of existing store to habitable space
- 09.6** **DC/21/2620 - The Willows, 23 Penlands Rise** -: Non Material Amendment to previously approved application DC/20/2428 (Erection of a single storey side extension and installation of a rear dormer). Amendment sought to change cladding from cedar to aluminium standing seam
- 09.7** **DC/21/1708 - Star Inn 130 High Street** -: Replacement roof covering to ground floor toilet (Full Application).
- 09.8** **DC/21/1709 - Star Inn 130 High Street** - : Replacement roof covering to ground floor toilet (Listed Building Consent)
- 09.9** **DC/22/0311 – Northover, Horsham Road** - Demolition of existing buildings and erection of 5no dwellings. Conversion of existing granary building to form 1no dwelling. Relocation of existing barn building to north, alterations to existing accesses, landscaping and associated works.
- APPEALS LODGED**
- 09.10** **DC/21/1069 - 28 Portway** - Erection of new boundary wall, with timber inserts, to north, east, south and western boundaries
- 09.12** **DC/21/1614 – 95 High Street** – Erection of an entrance porch at the rear of the property (Householder Application)
- AMENDMENT**
- 09/13** **DC/22/0571 – Bay Cottage, Dog Lane** - Erection of single storey side /rear extension. Erection of a first floor side and rear extension replacement roof to the existing

conservatory, erection of a dormer window, four rooflights to main roof and erection of a carport to the rear of the dwelling.

This amendment is reducing the size of the proposed plan in accordance with the Conservation Officers objection to the application. The Committee's original comment was No Objection

P22/10 DEPUTY CLERKS REPORT FOR STEYNING CENTRE

10.1 Bookings – May has been another good month for bookings. There have been several children's parties, 2 new groups have started this month, one is a West Sussex County Council course and the other is a falls prevention course run by HDC. The expected income for May bookings is £5770.69

10.2 Film nights – The film in May was West Side Story 90 tickets were sold. After the film and hall hire costs were paid there was a profit of £ 96.75. The next film is Belfast on Wednesday 1st June. 25 tickets have already been sold.

10.3 Bus Shelter Ramp - Deputy Clerk met with Accessibility Officer and Conservation Officer at the bus shelter. They believe the columns to be load bearing and would be an issue to be removed. They suggest that only one section of the floor, the highest end, is taken to ground level, a barrier/rail is placed in line with the column to prevent falls or trips, the rear bench and step is removed and the side bench is left in place. Cllrs were happy to accept this advice.
Cllr Ian Alexander **proposed, seconded** by Cllr Hanson that the Deputy Clerk ask Philip Clay to do a drawing and spec for this work and request quotes and report back to the next meeting. **Agreed.**

P22/11 CORRESPONDENCE/INFORMATION.

11.1 New Street naming and numbering information has been received from HDC. This has been sent out to Cllrs.

11.2 South Downs News - May - 2022 information sent to Cllrs.

P12/22 DATE OF NEXT MEETING - Monday 27th June 2022 at 7.30pm

The Chairman closed the meeting at 8.08PM

Signed Chairman - 27th June 2022

Link to the meeting <https://youtu.be/w-ziVXx1Z88>