
MINUTES OF THE PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 25TH JULY 2022 AT 7.30PM AT THE STEYPNING CENTRE.

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

Members of the public: 15 including Cllr Rudkin

Clerk – John Fullbrook

DRAFT MINUTES

P22/36

36.1

APOLOGIES

Apologies were received from Cllr Young.

Cllr Rudkin attended as a member of the public. He was asked if he was going to be joining the committee as he is an elected member. he responded that as he had a declaration of interest, *he 'felt safer sitting in the audience'*. The offer to join the committee was reiterated, he responded that he 'would be embarrassed to sit with you lot' and was happy to stay where he is. The Chairman asked if he wished to reconsider his position on the committee. He responded that he would continue to turn up to meetings when it suits him if something on the agenda interests him.

P22/37

37.1

DECLARATIONS OF INTEREST

There were no declarations of interest from Cllrs.

Cllr Hanson informed that she no longer has an interest to declare on application DC/22/0100 as the revised plans mean it is not visible from her property.

P22/38

38.1

QUESTIONS FROM THE FLOOR -

Vicky Johnson made a representation on behalf of Greening Steypning in support of planning application DC/22/0100 revised plans for the solar farm at Huddleston Farm. She asked the committee to reconsider their comment and to support the application to help Steypning become a climate smart community and help to reduce the effects of climate change.

38.2

Sally Barnard made a representation in support of the revised plans for the solar farm and asked for the parish council's Planning and Premises Committee to support the application to help reduce the devastating effects of climate change.

38.3

Tim Rudkin made comments against the Greening Steypning Group making its presentation during this meeting.

Cllr Northam made a point of order that Cllr Rudkin was given the opportunity to sit as part of the committee but choose to stay as a member of the public as he had an interest

in the application and therefore should not be participating as a cllr at this point having chosen to be a member of the public.

38.4 A member of the public made a representation against the revised solar farm application, she informed that she had made an objection when the plans were first made and still stands by the objections even though the application has been amended and has reduced the size of the solar farm.

38.5 Tim Rudkin spoke in objection to the solar farm and stated he felt it is in the wrong place and is ruining agricultural land and a beautiful view.

38.6 The Chairman brought the questions from the floor item to an end as it became argumentative, and the 15 minutes had elapsed

P22/39 MINUTES – to agree minutes of the last meeting on Monday 27th June 2022

39.1 Cllr Trundle **proposed, seconded** by Cllr Simon Alexander to accept the minutes of 27th June 2022 as a true and fair record of the meeting. **Agreed**

Cllr Trundle brought the next item forward for discussion

P22/40 REVISED PLANS

40.1 **DC/22/0100 – Land North of Huddlestone Farm Horsham Road** –Installation of a solar farm with associated infrastructure. Revised Plans

Following a full discussion of statements both in support and of objections from Cllrs and a member of the public

Cllr Trundle proposed, **seconded** by Cllr Simon Alexander that the committee wish to change their previous comment to **No Objection**. **Agreed** 4 for and 2 Against

Members of the public, including cllr Rudkin, left the meeting at this point.

P22/41 MATTERS ARISING AND ACTIONS

41.1 **27.1 - Canopy for Playgroup reading area** – The plan has been changed to one which incorporates purchasing equipment that can be used for preschool children and young children's parties held at the Steyning Centre. There are thoughts of Starting a toddler's group as well. The preschool will report back in September . **Ongoing**

41.2 **27.4 – Request from PPG** - Accept offer of Real Time Information Screen for foyer – **Actioned**. Awaiting delivery

41.3 **32.3. – Bus Shelter ramp** – Recommended to request at F& GP Committee to put the project on the project list for this financial year. Cllrs Young and S Alexander to research funding options and report to F&GP. **Actioned** This was discussed at F&GP Meeting and agreed that as the building belongs to HDC, that they are approached to make it more compliant for disabled access for those Steyning residents that require it, and that SPC delegate the Clerk in discussion with the Chair to make the first contact, and perhaps as a District Councillor Cllr Lloyd can approach HDC on SPC's behalf. **Ongoing**

41.4 **32.4 - Checks on Cricket, tennis and Bowls Club Buildings** -Update Cllrs Young and S Alexander to carry out the checks. Deputy Clerk has arranged dates with Cricket and Bowls Club and is awaiting to hear from Tennis Club. **Actioned**

41.5 **32.5 – Committee Rooms use for Committee Meetings** – Committee Rooms will only be used for meetings when the Saxon Room is requested for customer use. **Actioned**

41.6 **32.6 – Notice Boards for High Street Bus Shelter Recess** – To paint the recesses with a dark colour on the inside of the recess and white on the outside and to be used for a trial period for SPC notices – **Actioned** in time for referendum publicity applications

- P22/42**
42.1 **PLANNING APPLICATIONS**
DC/22/1153 – 1 Market Field – Surgery to 1 Oak, 1 Crab Apple, 1 Horse Chestnut and 1 Sycamore
Cllr Trundle **Proposed, seconded** by Cllr Hanson **No Objection. Agreed**
- 42.2** **DC/22/1260 – Tribschen, Mouse Lane** – Surgery to 1 Walnut, 1 Conifer, 1 Apple Tree and shrubs and hedges (Works to Trees in a Conservation Area).
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed.**
- 42.3** **DC/22/1160 – 26 Portway** – Demolition of existing conservatory and erection of a single storey rear Extension.
Cllr Trundle **proposed, seconded** by Cllr Parsons **No Objection. Agreed.**
- 42.4** **DC/22/1223 – 16 Shooting Field** – Erection of single storey side and rear extension.
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed.**
- 42.5** **DC/22/0720 and 0721 – Orwell Cottage, 22 High Street** – Retrospective application for replacement of defective concrete roof tiles with slate tiles on the front and south elevations. Installation of secondary glazing to 11 windows.
Cllr Trundle **proposed, seconded** by Cllr Ian Alexander **No Objection. Agreed**
- 42.6** **DC/22/1004 – 51 Coombe Road** – Erection of detached timber framed garage.
Cllr Trundle **proposed, seconded** by Cllr Hanson **No Objection. Agreed**
- 42.7** **DC/22/0858 – 1 Pompeys Terrace Mouse Lane** – Replacement of 4 existing single glazed windows with sash windows and replacement of the existing rear door with a stable door.
Cllr Trundle **proposed, seconded** by Cllr Ian Alexander **OBJECTION as the proposed plan is out of style with the existing older property. Agreed**

- P22/43**
43.1 **LATE PLANS**
DC/22/1396 - Old Coach House Vicarage Lane - Surgery to 1x Sycamore
Cllr Trundle **Proposed, Seconded** by Cllr Simon Alexander **No Objection. Agreed**

- P22/44**
44.1 **ENFORCEMENT NOTIFICATIONS**
EN/22/0277 27/06/2022 16 Roman Road - window installed to side elevation is not of obscured glass

- P22/45** **PLANNING DECISIONS FROM HDC and SDNP (Taken as read)**
APPLICATIONS PERMITTED
- 45.1** **DC/22/0731 - Fletchers 18 Bowmans Close Steyning** - Surgery to 1x Ash.
- 45.2** **DC/22/0524 - 18A Newham Lane Steyning** - Erection of a first-floor rear extension and extension to the existing rear dormer.
- 45.3** **DC/22/0571 - Bay Cottage Dog** - Erection of single storey side/rear extension.
- 45.4** **DC/22/0846 - Ashburton High Street** - Surgery to 1x Holm Oak (Works to Trees in a Conservation Area)
- 45.5** **DC/22/0881 - 17 Canons Way Steyning** - Erection of a single storey rear extension, first floor side extension and part garage conversion
- 45.6** **DC/22/0893 - 20 Penlands Rise** - Construction of a dormer to the front elevation.
- 45.7** **DC/22/0914 - Chantryside Church Street Front Garden**, - Surgery to 1 x Pyracantha, 1 x Yew and 1 x Bay Rear Garden, Surgery to 2 x Yew, 2 x Cypress, 1x Fuja and 1 x Hazel and Fell to 1 x Cypress (Works to Trees in a Conservation Area)

APPEALS

- 45.8 DC/22/0148 1 Rosemary Avenue** - Erection of an infill single storey rear extension and conversion of existing store to habitable space. **Appeal has been requested.**
- P22/46 DEPUTY CLERKS REPORT FOR STEYNING CENTRE- (taken as read)**
- 46.1 Bookings** –July has been another busy month with bookings. The Steyning Drama Group had 3 evenings booked in Coombe Court which were very well attended, and they have re booked for another show in the autumn. WSCC Mind have returned and are holding drop-in sessions on a Wednesday every 2 weeks. The groups are starting to finish for the summer and will be re-starting back in September. The expected income for July is £5,850.81
- 46.2 Film nights** – The Film for July was ‘The Duke’, 65 tickets were sold. Once all the film rental and royalties were paid there was a loss of £15.75. The next film is called ‘Phantom of the Open’.
- 46.3 August Maintenance** - During the summer recess the caretakers will be carrying out the painting and steam cleaning of the Steyning Centre. The floors in Coombe Court and Saxon Room are be sanded and re-polished. The Annual PAT Testing and Electric Testing will also be carried out.
- P22/47 CEMENT WORKS CONSULTATION - CONSULTATION OF THE ‘AREA ACTION PLAN’ OPEN UNTIL THE 2ND AUGUST**
- 47.1** Parish Council Meeting on 18th July agreed to delegate authority to the Planning and Premises committee, should they so wish, to make a response on behalf of the Council to this consultation. It was noted that the consultation consisted of 28 questions and would take a considerable amount of time to go through and would be difficult for a committee to agree on answers as they are mostly very subjective. It was decided that Councillors could respond individually if they so wished to do so.
- P22/48 FINANCE**
- 48.1 Income and Expenditure report for May and June 2022** – to accept the reports as a correct record of the finances.
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander to accept the reports for May and June 2022 as correct records of the finances. **Agreed.**
- 48.2 Repairs to Mains fuse board outside High Street Toilets** – to discuss and agree estimate for supply and fit of new medal clad RCBO fuse board and 2 new commando sockets for outside supplies.
The fuse box sited in the High Street Car Park is used by the Farmers Market, Late Night Shopping, May Day and French and Italian Market events. The Parish Council had it installed approximately 10/12 years ago. Water has damaged the housing and the electricity had shorted out, a temporary fix has been done and an estimate for the replacement of the fuse board was sent out to committee members.
Cllr Simon Alexander **proposed, seconded** by Cllr Northam to delegate the Clerk to ask the groups if more than 2 sockets would be required and then to authorise the work up to a cost of £1000.00. **Agreed**
- P22/49 CORRESPONDENCE/INFORMATION.**
The Clerk informed that a 5 point plan was agreed at the Parish Council Meeting. The Plan will be attached to the minutes for information.

P22/50

DATE OF NEXT MEETING - Monday 22nd or Tuesday 30th August 2022 at 7.30pm
To discuss and agree date of next meeting to take account of staff holidays and the bank holiday
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander that the next meeting be held on 30th August. **Agreed**

The Chairman closed the meeting at 8.56pm

Signed Chairman -

Link to the meeting <https://youtu.be/9d6A4oaTHOE>