
MINUTES OF THE PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 24TH APRIL 2023 AT 7.30PM AT THE STEYPNING CENTRE.

Present: Cllrs, Trundle, Young, Ian Alexander and Simon Alexander

Members of the public: 8

Clerk – Hazel Roxby

DRAFT MINUTES

P22/165 APOLOGIES

165.1 Apologies were received from Cllrs Hanson, Parsons and Northam.
Cllr Rudkin was absent.

P22/166 DECLARATIONS OF INTEREST

166.1 There was a declarations of personal interest in items 170.3 and 170.4 from Cllr Trundle as she is on the PCC knows the applicant.

P22/167 QUESTIONS FROM THE FLOOR -

167.1 A member of the public queried where the residue cars will park if the garages at the End of Kings Barn End are knocked down. Several members of the public commented against the application **DC/23/0539 – Garage Block at Kings Barn due to parking and safety issues.** The Chairman advised that the Cllrs would be discussing the application and issues during the meeting.

P22/168 MINUTES – to agree minutes of the last meeting on Monday 27th March 2023

168.1 Cllr Trundle **proposed, seconded** by Cllr Simon Alexander to accept the minutes of 27th March 2023 as a true and fair record of the meeting. **Agreed**

P22/169 MATTERS ARISING AND ACTIONS (taken as read)

169.1 154.1 – Bus Shelter ramp – The item was discussed at the October F&GP meeting and Cllrs Lloyd and Platt were requested to liaise with HDC concerning funding towards the agreed ramp project. **Ongoing**

169.2 154.2 Sound and Vision improvements for the Steypning Centre as per agreed Budget 2022 - To have the £1,514.83 remaining unspent budget from £9000.00 earmarked for the ceiling projector in Coombe Court for 2023/24. To be done at next F&GP meeting. **Ongoing.**

169.3 154.4 -Annual Gas Check - Deputy Clerk to order the work to replace the ignitor for the cooker in Coombe Court Kitchen. **Actioned** – Engineer has informed that parts are not available for the faulty oven, Deputy Clerk has requested a quote for a replacement oven.
Ongoing

- 169.4 154.5 - Antisocial Behaviour at the High Street Bus Shelter** – HDC to carry out environmental Visual Audit. Police to give more resources. Residents to report every time there is an issue. Parish Council to write to Police requesting more resources. CCTV for High Street and MPF request to go to full Council Meeting in April. **Actioned**
- 169.5 154.7 – Grant for Love to Move** – The grant from British Gymnastics Foundation has been agreed for £2000.00. **Actioned**. Money to be transferred once it is received. **Actioned**
- 169.6 154.8 - Replacement Taps for the Steyning Centre** – The work has been carried out. **Actioned**
- 169.7 154.9 – Automatic door service** – to ensure that the replacement figure of £4221.00 is budgeted for in the 2024/25 budget. **Ongoing**
- 169.8 160.1 – Steyning Centre Hall Hire prices for 2024-25** – Increase was agreed and price list has been drawn up. **Actioned**.
- 169.9 161.1 – Recommendations form Communities Committee** – to replace lighting at the bus shelter for LED Lighting with the money from the Rampion grant. Quote awaited. **Ongoing**.
- 169.10 154.10 - Fence on Bowls Club Boundary** – To discuss an amendment to the previous report and correct some information. **Item number 175.2**

P22/170 PLANNING APPLICATIONS

The chairman brought forward item 6.7 on the agenda so that members of the public could leave after the discussion if they wish.

- 170.1 DC/23/0539 – Garage Block at Kings Barn End** - Demolition of existing 14no garages and the Construction of 3no 2 bedroom dwellings with associated external works and landscaping. Cllr Trundle **proposed, seconded** by Cllr Simon Alexander **OBJECTION Cllrs are concerned that the proposal is an overdevelopment of the area and the consequential residual parking would exacerbate the parking problem that already exists in the area during the evenings and at weekends. This parking issue is already a safety risk which will be made worse. The committee would ask that this application is called into committee at HDC. Agreed.**
- Item 6.1 and 6.5 on the agenda were discussed together. Cllr Trundle declared a personal interest in both applications as she knows the applicant.*
- 170.2 DC/23/0503 – Penfold Church Hall, Church Street** – Fell 1 x Pear and 1 x Goat Willow (or similar) (Works to Trees in a Conservation Area)
Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander No Objection. **Agreed.**
- 170.3 DC/23/0512 – Penfold Church Hall Church Street** – Structural repairs to the rear of Building. LBC
Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander No Objection. **Agreed.**
- 170.4 DC/23/0454 – 14 Coombe Road** – Erection of a new porch, a first-floor side extension, enlargement of rear dormer and creation of a front dormer.
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander **OBJECTION due to overdevelopment of the site and loss of light and privacy to the neighbouring property. Agreed.**
- 170.5 DC/23/0053 - 69 Kings Stone Avenue** – Erection of raised decking area to the rear of the property.
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed.**
- 170.6 DC/23/0472 – New Wharf Farm. Horsebridge Common** – Application to confirm the works Including creation of an access track, hardstanding area, racking and three sets of wooden steps took place more than four years prior to the date of this application. (Lawful Development Certificate- Existing)

Cllr Trundle **proposed, seconded** by Cllr Young **No Objection. Agreed**

- 170.7 DC/23/0482 – Lloyds Bank 37 High Street** – Variation of Condition 1 of previously approved Application DC/21/2525 (conversion of building to 4 flats and ground floor commercial space, conversion of barn to form a 2 bed detached dwelling, with all associated external works, refuse storage and cycle storage) to allow for alterations to the floor plans.
Cllr Trundle **proposed, seconded** by Cllr Ian Alexander **No Objection. Agreed**

P22/171 LATE PLANS

- 171.1 DC/23/0627 - Wappingthorn Lodge Horsham Road** - Extensions, alterations and change of use of stables, garage and machinery store to form 1no dwellinghouse.
Cllr Ian Alexander **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed.**

P22/172 ENFORCEMENT NOTIFICATIONS

- 172.1 None**

**P22/173 PLANNING DECISIONS FROM HDC and SDNP (taken as read)
APPLICATIONS PERMITTED**

- 173.1 DC/22/2215 - 22 Newham Lane** - Demolition of existing conservatory and erection of a single storey rear extension Erection of a single storey side porch extension with relocated front door and single storey front infill extension. Conversion of loft to form habitable accommodation.
- 173.2 DC/23/0279 - St Johns Jarvis Lane**- Demolition of existing lean-to extension to front and making good of existing access/entrance.
- 173.3 DC/23/0281- 45 Kings Barn Lane** - Demolition of existing conservatory and erection of a single storey rear extension.
- 173.4 DC/23/0396 - St Johns Jarvis Lane** - Demolition of existing lean-to extension to front.
- 173.5 DC/23/0437 - 17 High Street** - Surgery to 1x Bay Laurel, 1x Pittisporum, and 4x Apple (Works to Trees in a Conservation Area)
- 173.6 DC/22/0501 - Norfolk Arms, 18 Church Street** - Change of use from public house (Sui Generis) to residential (C3) to create 1no. 3-bed and 1no. 4-bed semi-detached dwellings, and associated alterations (Full Application)
- 173.7 DC/22/0514 - Norfolk Arms 18 Church Street** - Change of use from public house (Sui Generis) to residential (C3) to create 1no. 3-bed and 1no. 4-bed semi-detached dwellings, and associated alterations (Listed Building Consent).

P22/174 DEPUTY CLERKS REPORT FOR STEYNING CENTRE

- 174.1 Bookings** - The bookings during April have remained constant. The expected income for April is £5,393.46.
- Film nights** – The film night in April was Mrs Harris went to Paris, which was a lovely light hearted film. 85 tickets were sold. After all deductions were taken out there was a profit of £89.00. The film in May is 'The Banshees of Inisherin'. Tickets are on sale in the Office.
- 174.2**

P22/175 FINANCE -

- 175.1 Income and Expenditure for March 2023** – To discuss and agree the income and expenditure reports as a correct record of the finances for March.
Cllr Trundle **proposed, seconded** by Cllr Simon Alexander to accept the income and expenditure reports as a correct record of the finances for March . **Agreed.**
- 175.2 Fence on Bowling Club Boundary** – to discuss amended report and agree or not to go ahead with, as planned, the removal of the fence. At the last meeting Deputy Clerk informed that she had mis-quoted how much the one ton of gravel cost was, the gravel cost is only £76.38 therefore the total quote cost is £853.67 not £650.00 as stated at the last meeting. The gravel

boards quoted for are wooden not concrete. Cllrs discussed several options for the area including getting a quote for concrete gravel boards instead of wooden ones, a quote for a three brick high wall or removing the fence and gravel boards altogether to assess the area needed a fence and boarder of any type. Cllr Ian Alexander **proposed, seconded** by Cllr Trundle to ask Steyning Partnership volunteers to inspect and, if possible, remove the fence and gravel boards and to inform Deputy Clerk of the outcome.

175.3 **Bus shelter lighting replacement to LED – To discuss a quote for the replacement of lighting in the bus shelter to LED lighting.** – there was no discussion as the quote was not received.

CORRESPONDENCE/INFORMATION.

P22/176 None

DATE OF NEXT MEETING - Monday 22nd May 2023 at 7.30pm

P22/177

The Chairman closed the meeting at 8.41pm

Signed Chairman

Link to the meeting **Unfortunately due to technical error the recording is not available.**