

Published 19th July 2023

**TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE
HEREBY SUMMONED TO A MEETING AT THE STEYPNING CENTRE TO BE HELD
ON MONDAY 24th July 2023 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.
- 4.0 MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 26th June 2023
As a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 19.1 – Bus Shelter ramp** –. The item was discussed at the October F&GP meeting.
Ongoing Deputy Clerk to contact district councillors concerning funding towards lowering the floor proposal. **Actioned** Deputy Clerk to report back
 - 5.2 19.3 – Automatic door service** – to ensure that the replacement figure of £4221.00 is budgeted for in the 2024/25 budget. **Ongoing**
 - 5.3 19.5 - Fence on Bowling Club Boundary** – Cllr Ian Alexander **proposed, seconded** by Cllr Trundle to ask Steypning Partnership volunteers to inspect and, if possible, remove the fence and gravel boards and to inform Deputy Clerk of the outcome. **Ongoing.** Cllr I Alexander to produce prices for gravel boards to carry out the work – ongoing
 - 5.4 24.3 - Black-out linings Coombe Court** – Deputy Clerk to get 3 quotes for the work to replace the tracks and black out linings - **Agenda item 12.3**
 - 5.5 25.2 - Replace lighting in bus shelter to LED Lighting** – Deputy Clerk to agree the quote and order the work. **Actioned.**
 - 5.6 25.3 - Ceiling Projector** - To discuss and agreed moving forward with the ceiling projector for Coombe Court. Deputy Clerk to look into costs for leasing a projector and report back to next meeting. **Actioned. Agenda Item 12.2**
 - 5.7 26.1 Replacement of pumps for the central heating boiler** . Agenda Item 12.4
- 6.0 PLANNING APPLICATIONS**
 - 6.1 SDNPA/23/0214/CND - Charlton Court Granary ,Mouse Lane** - Variation of condition 1 of previously approved application SDNP/19/05470/FUL (Part demolition of outbuildings and conversion of redundant agricultural buildings to form one dwelling with the erection of an extension) Variation sought to incorporate additional designs to part of approved proposals and amalgamation of additional drawings to

reflect minor changes to approved design of granary.

The website for this application was unavailable for viewing before the meeting. Deputy Clerk to email the planning application to Cllrs to comment by email. **Actioned**

- 6.2 **DC/23/1233 – 23 Coxham Lane** Erection of two storey corner infill extension to the front and first floor rear extension. Removal of roof and replacement with pitched roof to create additional internal space. Installation of part cladding, replacement windows and replacement roof to garage.
- 6.3 **DC/23/1337 – Little St Johns, Jarvis Lane - Fell 1 x Copper Beach (Works to Trees in a Conservation Area)**
- 6.4 **DC/23/1036 – 2 Coxham Cottages, Coxham Lane** – Erection of a front porch and enlarged existing extension. Amendment to approval DC/22/1574 (Demolition of single storey front and side extension and erection of a two-storey front and side extension).
- 6.5 **DC/23/1364 – St Johns, Jarvis Lane - Fell 1xGinkgo (Work to Trees in a Conservation Area)**
- 6.6 **DC/23/1313 – 7 Laines Road** – Demolition of existing garage and erection of a replacement garage with incidental artist studio above.

- 7.0 **AMENDED PLANS**
- 7.1 **DC/23/1113 – The Coach House, Sheep Pen Lane** – Erection of a single storey rear extension.
- 7.2 **DC/23/0702 – Silver Copse, Castle Field** – Erection of a single storey side and rear extension.

- 8.0 **LATE PLANS**
- 8.1 None at the time of printing

- 9.0 **ENFORCEMENT NOTIFICATIONS**
- 9.1 None at the time of printing

- 10.0 **PREMISE LICENCE APPLICATIONS –**
- 10.1 **Epicurus Garden, 27 High Street** – Wine Bar
- 10.2 **Martins Newsagents, 64 High Street** – Under new management and planning to start a new line on the second floor for the sale of alcohol.

- 11.0 **PLANNING DECISIONS FROM HDC and SDNP**
- 11.1 As per attached list

- 12.0 **DEPUTY CLERKS REPORT OR STEYNING CENTRE**
- 12.1 **Bookings** – update
- 12.2 **Film nights** – Update
- 12.3 **To discuss and agree publishing a list of weekly / monthly events at the Steyning Centre**

- 13.0 **FINANCE**
- 13.1 **Income and Expenditure for June 2023 –**
- 13.2 **Ceiling projector in Coombe Court** – to discuss progress with the ceiling projector for Coombe Court.
- 13.3 **Black-out blinds Coombe Court** – to discuss and agree quotes for the replacement of black-out blinds and tracks due broken track and torn blinds.
- 13.4 **Replacement of pumps for the central heating boiler** - to discuss and agree quotes for the work to be carried out.

- 14.0 **CORRESPONDENCE/INFORMATION.**
- None at the time of printing

- 15.0 **DATE OF NEXT MEETING** - Monday 21st August 2023 at 7.30pm

John Fullbrook - Clerk to the Council