

Published 22nd November 2023

**TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE
HEREBY SUMMONED TO A MEETING AT THE STEYNING CENTRE TO BE HELD
ON MONDAY 27TH NOVEMBER 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 23rd October 2023 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 62.1 – Bus Shelter ramp** – Deputy Clerk to obtain an estimate/quote to lower the floor of 1 bay in the bus shelter and to investigate the possibility of fund from the Accessibility department at Horsham District Council. 4 builders have now been contacted – 1 response - Deputy Clerk to report.
 - 5.2 62.2 – Automatic door service** – to ensure that the replacement figure of £4221.00 is budgeted for in the 2024/25 budget. **Actioned**
 - 5.3 69.2 - Sound System** - Phase 1 of the sound system project is to be completed on 25th and 26th November.
- 6.0 RECENT PLANNING APPLICATIONS - comments sent to HDC during November**
As per the attached list
 - 6.1 DC/23/1952 – Ash Lea, Coxham Lane** -Fell 1 Ash Tree
Cllrs Agreed **No Objection subject to the advice of HDC's Arboricultural Officer. Agreed**
 - 6.2 DC/23/1540 – 1 Rosemary Avenue** - Application to confirm the height of fence abutting Rosemary Avenue is no higher than 1 metre and fence abutting southern boundary of Rosemary Avenue is no higher than 2 metres. (Lawful Development Certificate Existing)
Cllrs Agreed **No Objection. Agreed**
 - 6.3 DC/23/1965 – 38 Market Field** – Surgery to 1 Acer Pseudopanus (Sycamore)
Cllrs Agreed **No Objection subject to the advice of HDC's Arboricultural Officer. Agreed**

- 7.0 PLANNING APPLICATIONS**
- 7.1 DC/23/1993 & 2031 – The White Horse Inn, 23 High Street** – Installation of 1 externally illuminated hanging sign, 2 non illuminated post signs, 2 internally illuminated menu case sign, 1 externally illuminated fascia sign, 1 non illuminated projecting sign, 1 non illuminated door plaque, 6 non illuminated fascia sign and 7 static floodlights. (Full and LBC applications)
- 7.2 DC/23/2070 – 18 Coombe Road** – Erection of a first floor rear extension. Internal alteration with installation of new windows and doors.
- 8.0 LATE PLANS**
- 8.1** None at the time of printing
- 9.0 ENFORCEMENT NOTIFICATIONS**
- 9.1 EN/23/0488 30/10/2023 Bay Cottage Dog Lane** -Alleged: construction of carport is not in accordance with the plans approved under DC/22/0571 with regard to carport height and style of room.
- 10.0 PLANNING DECISIONS FROM HDC and SDNP**
- 10.1 Agreed**
DC/23/1652 - The Chantry House, 34 Church Street - Surgery to 1x Tulip and 1x Ash (Works to Trees in a Conservation Area)
- 10.2 DC/23/1693 - The White Horse Inn 23 High Street** - Extension of existing patio area and installation of a pergola. Alterations to car park egress, parking arrangements and associated works. (Listed Building Consent)
- 10.3 DC/23/1163 - 11 Stonecroft Tanyard Lane** - Erection of a single storey rear extension
- 10.4 DC/23/1802 - Dingemans Court Shooting Field** - Fell 1x Birch
- 10.5 DC/23/1841 -15 Kings Stone Avenue** - Prior Approval for the erection of a single-storey rear larger home extension, which would project 6.00m from the rear elevation, comprising a maximum height of 4.00m and an eaves height of 3.00m
- 10.6 Withdrawn**
DC/22/2116 - 2 Thornscroft - Erection of a two-storey side extension. Conversion of loft to form habitable living space, incorporating hip to gable roof extension and creations of 2no dormers to front and rear.
- 11.0 DEPUTY CLERK’S REPORT FOR STEYNING CENTRE**
- 11.1 Bookings** – Update
- 11.2 Film nights** – Update
- 12.0 FINANCE**
- 12.1 Income and Expenditure Reports for October 2023** – to discuss and agree the income and expenditure for October.
- 13.0 BUDGET 2024-25** – to discuss projects for consideration for 2024-25 budget
- 14.0 GREENING STEYNING REPORT** – to discuss the Potential Energy Saving Options for The Steyning Centre report.
- 15.0 CORRESPONDENCE/INFORMATION** – Deputy Clerk to report on Martyn’s Law legislation
- 16.0 DATE OF NEXT MEETING** - Monday 18th December 2023 at 7.30pm

*John Fullbrook
Clerk to the Council*