

Published 13TH December 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 18TH DECEMBER 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 27th November 2023 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 77.1 – Bus Shelter ramp** –. Deputy Clerk to obtain an estimate/quote to lower the floor of 1 bay in the bus shelter. 2 builders out of the 7 contacted have now been out on site and quotes are awaited.
 - 5.2 77.3 - Sound System** - Phase 1 of the sound system was completed and Coombe Court is now able to have music via blue tooth. **Actioned.**
 - 5.3 85.1 – Greening Steypning Report** – the recommendation for F&GP to put £10,000 in the budget for a solar package was an agenda item for 12th December. **Actioned**
- 6.0 PLANNING APPLICATIONS**
 - 6.1 DC/23/2107 – Musberry Lodge – 12 High Street** – Erection of a single storey rear extension.
 - 6.2 DC/23/2170 - 58A High Street** – Installation of 1 Non-illuminated fascia sign and 1 non-illuminated projecting sign (Listed Building Consent)
 - 6.3 DC/23/1681 – 8 De Braose Way** – Extension of dormer windows to southern elevation (amendment to Application ref; DC/22/1681)
- 7.0 LATE PLANS**
 - 7.1** None at the time of printing
- 8.0 ENFORCEMENT NOTIFICATIONS**
 - 8.1** None at time of printing

- 9.0 PLANNING DECISIONS FROM HDC and SDNP**
Agreed
- 9.1 DC/23/1837 - Yew Tree Cottage Horsham Road** - Surgery to 1x Thuja (Work to Trees in a Conservation Area)
- 9.2 DC/23/1881 - Gatewick Church Lane** - Surgery to 1x Silver Birch, 1x Portuguese Laurel, and 1x Field Maple Acer (Works to Trees in a Conservation Area)
- Refused.**
- 9.3 DC/23/0627 - Wappingthorn Lodge Horsham Road** - Extensions, alterations and change of use of stables, garage and machinery store to form 1no dwellinghouse.
- Withdrawn**
- 9.4 DC/23/1582 - 61 Kings Stone Avenue** - Erection of a detached single storey annexe at the rear of the garden including the extension of the residential curtilage and installation of retaining walls and terracing (Part Retrospective)
- 10.0 ENFORCEMENT NOTICES**
10.1 None at the time of printing.
- 11.0 DEPUTY CLERK'S REPORT FOR STEYNING CENTRE**
11.1 **Bookings** – Deputy Clerk to report.
11.2 **Film nights** – Deputy Clerk to report
- 12.0 FINANCE**
12.1 **Income and Expenditure Reports for November 2023** – to discuss and agree the income and expenditure for November
12.2 **Flat Roof** – To discuss the worsening of the flat roof leak issues and agree a quote for remedial work.
- 13.0 CORRESPONDENCE/INFORMATION –**
13.1 **None at the time of printing**
- 14.0 DATE OF NEXT MEETING** - Monday 28th January 2024 at 7.30pm

John Fullbrook
Clerk to the Council