
MINUTES OF THE PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 18TH DECEMBER 2023 AT 7.30PM AT THE STEYNING CENTRE.

Present: Cllrs Young, Hanson M Alexander, Johnson and Ballance

Members of the public: None

Clerk – Hazel Roxby

MINUTES

P23/89 APOLOGIES

89.1 Apologies were received from Cllr. Trundle, Lloyd and Foxwell

P23/90 DECLARATIONS OF INTEREST

90.1 There were no declarations of interest from Councillors

P23/91 QUESTIONS FROM THE FLOOR -

91.1 None

P23/92 MINUTES – to agree minutes of the last meeting on Monday 27th November 2023

92.1 Cllr Young **proposed, seconded** by Cllr Ballance to accept the minutes of 27th November 2023 as a true and fair record of the meeting. **Agreed.**

P23/93 MATTERS ARISING AND ACTIONS (taken as read)

93.1 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, one quote has been received and another is awaited.

93.2 77.3 - Sound System - Phase 1 of the sound system was completed and Coombe Court is now able to have music via blue tooth. The new speakers have made a great improvement to the sound with the microphones. The new microphones have been purchased in the phase 1 package as there was some money left over out of the quoted £5,484.00. **Actioned.**

93.3 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 and has been agreed to be a consideration in the projects budget pot for 2024 – 25. **Actioned**

P23/94 PLANNING APPLICATIONS

94.1 DC/23/2107 – Musberry Lodge – 12 High Street – Erection of a single storey rear extension. Cllr Hanson **proposed, seconded** by Cllr Johnson **OBJECTION** to the fabrics beings used and the overall design of the proposed extension as they are out of keeping with the street scene and the neighbouring properties within the Conservation area. **Agreed**

94.2 DC/23/2170 - 58A High Street – Installation of 1 Non-illuminated fascia sign and 1 non-illuminated projecting sign (Listed Building Consent)
Cllr Hanson **proposed, seconded** by Cllr Ballance **No Objection. Agreed** 4 for and 1 against.

94.3 DC/23/2188– 8 De Braose Way – Extension of dormer windows to southern elevation (amendment to Application ref; DC/22/1681)
Cllr Hanson **proposed, seconded** by Cllr Ballance **No Objection. Agreed.**

P23/95 LATE PLANS

95.1 DC/23/2254 - Horsebrook Cottage, Steyning Road – Variation of Condition 1 of previously approved application DC/20/1213 (Erection of a double storey rear extension to existing double garage (Householder Application) Amend the floor plan and external appearance to incorporate a new side extension/dormer.
Cllr Hanson **proposed, seconded** by Cllr Johnson **OBJECTION** on the grounds that amending the existing plans, Cllrs feel that it should instead be getting full planning permission for an annex extension, Cllrs also feel that water neutrality consent is required for the proposed extension. **Agreed.**

95.2 DC/23/2231 - 56A High Street – Replacement windows and doors. Repainting of the front elevation (Listed Building Consent)
Cllr Ballance **proposed, seconded** by Cllr Hanson **No Objection** providing the same width glazing is used and like for like window bars are used. **Agreed .**

95.3 DC/23/2215 & 2216 - 56A High Street – Change of use of first floor and part of ground floor from commercial to 2 bed dwelling house including internal alterations (full planning and Listed Building Consent).
Cllr Hanson **proposed, seconded** by Cllr Ballance **No Objection. Agreed.**

P23/96 PLANNING DECISIONS FROM HDC and SDNP Permitted

96.1 DC/23/1837 - Yew Tree Cottage Horsham Road - Surgery to 1x Thuja (Work to Trees in a Conservation Area)

96.2 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.

96.3 DC/23/0627 - Wappingthorn Lodge Horsham Road - Extensions, alterations and change of use of stables, garage and machinery store to form 1no dwellinghouse.

Withdrawn

96.4 DC/23/1582 - 61 Kings Stone Avenue - Erection of a detached single storey annex at the rear of the garden including the extension of the residential curtilage and installation of retaining walls and terracing (Part Retrospective)

P23/97 ENFORCEMENT NOTIFICATIONS

97.1 None for this meeting

P23/98 DEPUTY CLERKS REPORT FOR STEYNING CENTRE

98.1 Bookings – The bookings are still going well. The Martial Arts Training sessions cancelled their booking for weekly meetings in Saxon room but we have taken a new booking for a monthly Evening in Saxon Room The expected income for December is £3,540.

98.2 Film nights – There was no film in December. The film for January will be ‘The Unexpected Pilgrimage of Harold Fry’. Tickets are on sale from the office.

P23/99 FINANCE –

99.1 Income and Expenditure for November 2023 - To agree the reports as a true record of the finances for November 2023.

Cllr Hanson **proposed, seconded** by Cllr Ballance to accept the financial reports for November as a true record. **Agreed.**

99.2 Flat Roof – To discuss worsening roof leak issues and agree a way forward. A quote to apply Acropol to the roof was considered but Cllrs were unsure how long this measure would last. Cllr Hanson **proposed seconded** by Cllr Alexander that the Deputy Clerk request 2 further quotes for repairing the roof. **Agreed.**

P23/100 CORRESPONDENCE/INFORMATION.

100.1 Consultation on the Local Validation Requirement, Local Requirements. HDC have opened their consultation on the Validation requirements within the National Policy Framework (NPPF). the document can be found on the HDC consultations page. The closing date is by 4pm on 5th January 2024.

100.2 A letter from South Downs National Park concerning the Draft Settlement Facilities Assessment and requesting the Council to review the assessment of the settlement of the facilities records across the National Park. Cllr Johnson has checked the document and has requested that the library be added for Steyning. Deputy Clerk to look into this and amend the proforma before 31st January.

P23/101 DATE OF NEXT MEETING - Monday 22nd January 2024 at 7.30pm

The Chairman closed the meeting at 8.28pm

Signed Chairman

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