
MINUTES OF THE PLANNING & PREMISES COMMITTEE MEETING HELD ON TUESDAY 28TH MAY 2024 AT 7.30PM AT THE STEYPNING CENTRE.

Present: Cllrs Trundle, Hanson, M Alexander, Young and Lloyd.

Members of the public: One

Clerk: John Fullbrook

MINUTES

P24/01 APOLOGIES

01.1 Apologies were received from Cllrs Foxwell, Ballance and Johnson

P24/02 DECLARATIONS OF INTEREST

02.1 There were no declarations of interest from Councillors.

P24/03 QUESTIONS FROM THE FLOOR

03.1 None

P24/04 MINUTES – to agree minutes of the last meeting convened on Monday 22nd April 2024.

04.1 Cllr Trundle **proposed, seconded** by Cllr Hanson to accept the minutes of 22nd April 2024 as a true and fair record of the meeting. **Agreed.**

P24/05 MATTERS ARISING AND ACTIONS (taken as read)

05.1 **Flat Roof** – Quote of £2,450.00 to re-felt the roof was accepted and the work ordered. Originally works to be carried out in March or April. **Ongoing.** The contractor has informed he will carry out the work as soon as possible weather permitting.

05.2 **Bus Shelter ramp quotes** - Quote of £13,170 agreed in principle with queries on the handrail and floor tile prices. Report to go to F&GP to seek acceptance or not for the project. **Ongoing.** This is to be discussed at the next F&GP meeting on June 11th.

P24/06 PLANNING APPLICATIONS

06.1 **DC/24/0624 – 50 Goring Road** – Variation to conditions 1,7,8 and 9 of previously approved Application DC/18/1661. Amendment of Condition 1 to previously permitted application DC/17/2567 Demolition of existing two - storey dwelling and erection of two new semi – detached dwellings, with associated parking and landscaping) To allow for minor design changes. External south- west wall and windows amended). Variation sought to allow for minor revised car parking design.
Cllr Trundle **proposed, seconded** by Cllr Alexander – **No Objection. Agreed**

- 06.2 DC/24/0507 - Doves Place Coxham Lane** – Surgery to 1 x Pine tree.
Members raised concerns about loss of street scene, and possible excessive distress to the tree.
Cllr Trundle **proposed, seconded** by Cllr Alexander – **No Objection, subject to agreement by the HDC arboricultural officer. Agreed**
- 06.3 DC/24/0692 – Old Timbers 84 High Street** – Fell 2x Conifer.
Councillors wondered if instead of felling these trees, their canopy could be reduced.
Cllr Trundle **proposed, seconded** by Cllr Alexander – **Objection, as members were reluctant to see any loss of trees in a conservation area. Agreed 4 For, 1 Abstained**
- 06.4 DC/24/0696 – Causeway Cottage 19 High Street** – Fell 1 x Yew tree.
Cllr Trundle **proposed, seconded** by Cllr Lloyd – **Objection, as this involved the felling of a protected tree in a conservation area and members felt there was currently insufficient information provided to justify this action. Agreed**
- 06.5 DC/24/0729 – Ashburton High St** - Surgery 1 x Horse chestnut tree.
Members believed this to be good tree management. Cllr Trundle **proposed, seconded** by Cllr Young – **No Objection, subject to agreement by the HDC arboricultural officer. Agreed**
- 06.6 SDNP/24/01733 -Charlton Court Granary** –Variation of Condition 1 of previously approved SDNP/19/05470. Cllr Trundle **proposed, seconded** by Cllr Hanson – **No Objection. Agreed**
- 06.7 DC/24/0744 – 43 Breach Close** – Erection of single storey extension to front of house.
Cllr Trundle **proposed, seconded** by Cllr Alexander – **No Objection. Agreed**
- 06.8 DC/24/0661 – Millside Mill Road** – Installation of Air Source heat pump
Cllr Trundle **proposed, seconded** by Cllr Alexander – **No Objection. Agreed**
- P24/07 LATE PLANS**
- 07.1 SDNP/24/01998** – Great Doves Farm Bostal Road – Demolition of existing conservatory and erection of a single storey extension.
The Chair accepted the owners/ resident’s input for this item, as he was in the public gallery. Members were concerned about the large increase to the building’s footprint (86%, when 30% is the guide to maximum increase), but appreciated the many mitigating factors such as the planting of a 4 Acre wood, and removal of tarmac entrance driveway in favour of grass, to help off-set this.
Cllr Trundle **proposed, seconded** by Cllr Alexander – **No Objection, subject to SDNP agreement to the increased building footprint. Agreed**
- P24/08 PLANNING DECISIONS FROM HDC and SDNP**
Permitted {Taken as read}
- 08.1 DC/24/0316 78 High Street** - Internal rearrangement and re-fit out of the ground floor rear - consultation areas (Listed Building Consent) – **Permitted**
- 08.2 DC/23/1776 Bramber Brooks (Off) The Street Bramber** – **Permitted**
- 08.3 DC/23/1573 37 High St** – Variation of Condition 1 – **Permitted**
- 08.4 DC/24/0317 – 11 Penlands Vale** – Fell 1 x Ash – **Permitted**
- P24/09 ENFORCEMENT NOTIFICATIONS**
- 091** None
- P24/10 SPC RESPONSE TO RESIDENTS CORRESPONDANCE CONCERNING PLANNING APPLICATION**
- 10.1 DC/21/2233** - Following a request from the last SPC Full Council meeting, this committee was delegated to compile a general response to a number of resident’s letters and emails regarding their concerns regarding the proposed Glebe Farm planning application.

Members had been presented with a first draft which had been compiled by Cllr Trundle and discussed amendments, and the Clerk made notes as each addition was agreed. THE Clerk also agreed to check whether HDC is still accepting comments regarding its Draft Local Plan after the deadline of the 1st March 2024.

Cllr Trundle **proposed, seconded** by Cllr Alexander that the Clerk amends the response letter as agreed, and then members agree final copy via email. **Agreed**

P24/11 CLERKS REPORT FOR THE STEYNING CENTRE

11.1 Bookings – The bookings are still going well. The expected income for May is £6,119.24

11.2 Film nights – The film for May was Wonka. 29 tickets were sold, once the fees were paid there was a loss of £166.29. The film for June will be 'One Life'. Tickets are on sale in the office at the Steyning Centre and are already outselling Wonka totals with one week to go

11.3 Finance – The Clerk informed members that it was not possible yet to agree the April I&E reports for Premises and Planning Committee as the office was still involved with End of Year final accounting.

P24/12 CORRESPONDENCE/INFORMATION.

12.1 The Clerk reported that an appeal had been lodged to the Secretary of State against the District Councils refusal of Planning Consent, for DC/23/0627 Wappingthorn Lodge Horsham Road - Extensions, Alterations to change of use of stables, garage and machinery store to form 1no dwelling house.
SPC did not lodge any objections when this had previously been discussed at this committee.

P24/13 DATE OF NEXT MEETING - Monday 24th June 2024 at 7.30pm

The Chairman closed the meeting at 8.44pm

Signed Chairman

Link for this meeting - <https://youtu.be/vNpCPWcbFy8>