
PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 24TH MARCH 2025 AT 7.30PM AT THE STEYNING CENTRE.

Present: Cllrs Trundle, M Alexander, Ballance, Hanson, Foxwell, Johnson, Lloyd, Young

Members of the public: None

Clerk: Leanne Poole

MINUTES

P24/134 APOLOGIES
134.1 None.

P24/135 DECLARATIONS OF INTEREST
135.1 None

P24/136 QUESTIONS FROM THE FLOOR
136.1 None

P24/137 MINUTES – to agree the Planning & Premises minutes of the meeting on 24th February.
137.1 Cllr Trundle **proposed, seconded by** Cllr Johnson to accept the minutes of Monday 24th February 2025 as a true and fair record. **Agreed.**

P24/138 MATTERS ARISING AND ACTIONS
138.1 **Coombe Court Stage Curtains** - Deputy Clerk to gather quotes for the repair of the curtain track. See item 144.2.
138.2 **Rental of Committee Room 3** – Annual rental of Committee Room 3 has been agreed at £4,800. See item 143.2.

P24/139 PLANNING APPLICATIONS
139.1 **DC/25/0222** – 12 Thornsroft - Erection of a single storey rear extension, two storey side extension, front porch extension and a side/rear access ramp.
Cllr Trundle **proposed, seconded by** Cllr Young. **No objection. Agreed.**

139.2 **DC/25/0234** - Calcot Farm, Horsham Road - Change of use of part of former agricultural building and 10m x 18m of adjacent yard to commercial use for the storage of soil improver bagging equipment, bagging of soil improver, storage of bagged surplus soil improver and distribution of the same.
The application has been withdrawn and councillors have no comment.

139.3 **CA/25/0025** - Castle Copse, 70 Roman Road - Fell 2x Ash, 1x Field Maple, and 1x Sycamore (Works to Trees in a Conservation Area)
Cllr Trundle **proposed, seconded by** Cllr Johnson **No objection to the felling of the Ash and OBJECTION to the felling of the Field Maple and Sycamore due to lack of sufficient information. Agreed.**

- 139.4** **DC/25/0282** - 78 High Street - Internal alterations to create new WC and staff room area (Listed Building Consent)
Cllr Trundle **proposed, seconded by Cllr Lloyd. No objection. Agreed.**
- 139.5** **DC/25/0212** - 29 Kings Stone Avenue - Erection of a garden room.
Cllr Trundle **proposed, seconded by Cllr Ballance. OBJECTION due to overdevelopment of the property as a whole and it being out of keeping with the surrounding landscape. Agreed 7 for, 1 abstention.**
- 139.6** **DC/25/0353** - 19 Newham Lane - Erection of an entrance porch and two-storey rear extension.
Cllr Trundle **proposed, seconded by Cllr Lloyd. No objection. Agreed.**
- P24/140** **LATE PLANS**
140.1 None.
- P24/141** **PLANNING DECISIONS FROM HDC and SDNP**
Permitted
- 141.1** **DC/24/0614** - The White Horse Inn, 23 High Street, Steyning, West Sussex, BN44 3YE. Description: Non Material Amendment to previously approved application DC/23/1692 (Extension of existing patio area and installation of a pergola. Alterations to car park egress, parking arrangements and associated works) Relating to materials.
- 141.2** **DC/24/1846** - Steyning Grammar School Boarding, Church Street, Steyning, West Sussex. Description: Installation of ground mounted Air Source Heat Pumps and Roof Mounted Solar PV Panels on Bennetts House.
- 141.3** **DC/24/1957** - 9 Saxon Road, Steyning, West Sussex, BN44 3FP. Description: Erection of single storey side and rear extensions, and loft conversion
- 141.4** **DC/24/1960** - 101 Penlands Vale, Steyning, West Sussex, BN44 3PL. Description: Demolition of a single garage and creation of a double garage with new entrance porch. Installation of a gable window to the rear elevation. Increase width of existing drive to provide access to double garage.
- 141.5** **DC/21/2394** - 141 Shooting Field, Steyning, West Sussex, BN44 3SW. Description: Demolition of 2No. residential dwellings and all ancillary structures. Construction of 14No. 2 bedroom apartments with secure and covered cycle storage, car parking provision and refuse enclosure.
- 141.6** **DC/25/0026** - 32 High Street, Steyning, West Sussex, BN44 3YE. Description: Replace 2no. existing ground floor front elevation windows with new timber sash windows. (Full Application).
- 141.7** **DC/25/0027** - 32 High Street, Steyning, West Sussex, BN44 3YE. Description: Replace 2no. existing ground floor front elevation windows with new timber sash windows. (Listed Building Consent).
- 141.8** **DC/24/1992** - 5 King Alfred Close, Steyning, West Sussex, BN44 3YF. Description: Surgery to 3 x Sycamore, 1 x Horse chestnut, 1 x Thuja and 1 x Poplar.
- P24/142** **ENFORCEMENT NOTICES**
142.1 None.
- P24/143** **REPORT FOR THE STEYNING CENTRE**
143.1 **Bookings** – The projected income for February is £7,100.78. Bookings are still going well. We have had an enquiry from a toddler and children’s football group who are interested in using Coombe Court for their sessions.

- 143.2 Committee Room 3 annual rental agreed at £4,800 following Planning and Premises members motion and agreement at the last meeting** - The Horsham District Council director in charge of the Building Control team appreciated the reasonable solution, following a long negotiating process, which had started with the news that the Building Control team would likely be relocated, thereby losing not only a significant source of income but also a very important service provision for the local community.
- 143.3 Film nights** – The film for March was *The Apprentice*. 28 tickets were sold, totalling £168. Once all the expenses had been taken out, there was a loss of £191.76. The next film is *Paddington in Peru*, and tickets are on sale now.
- 143.4 Additional caretaker** – A new caretaker, Matthew, has been appointed to provide greater flexibility and cover. He will also provide cover for the Joint Parishes Youth Service.
- 143.5 Maintenance** - IT technician Tom Packer has successfully connected the Film Society's hearing loop system to The Steyning Centre's existing setup. This improvement means attendees will no longer need to wear individual neck-loop devices to access the hearing loop.
The 5-bar gate post has also been mended, and the site fully secure once more.
- P24/144 FINANCE – PLANNING AND PREMISES**
- 144.1 To discuss and agree the income and expenditure reports for February 2025.**
Cllr Trundle **proposed, seconded by** Cllr M Alexander that SPC accepts the planning and premises income and expenditure reports for February 2025. **Agreed**
- 144.2 To discuss and agree quotes for Coombe Court stage curtain track repair.**
Two quotes have been received at £2425.20 plus VAT and £2016.39 plus VAT
Cllr Trundle **proposed, seconded by** Cllr Hanson that SPC accepts the quote for £2016.39 plus VAT. **Agreed.**
- P24/145 CORRESPONDENCE/INFORMATION**
- 145.1** None.
- P24/146 DATE OF NEXT MEETING** – Monday 28th April 2025 at 7.30pm

The Chairman closed the meeting at 8:18pm

Signed Chairman

Link to the meeting - <https://youtu.be/S5LJMKs6BoU>