



The Steypning Centre
Fletchers Croft
Steypning
West Sussex, BN44 3XZ

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**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 OCTOBER 2025 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

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 held on Monday 22nd September, as true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1** Grand piano MOU with TASS – now signed and completed.
 - 5.2** Steypning Centre front door upgrade - ongoing.
 - 5.3** Neighbourhood Wardens relocation update.
- 6.0 PLANNING APPLICATIONS**
 - 6.1 DC/25/1432** - The Memorial Playing Field - Installation of 1x non-illuminated free standing sign.
 - 6.2 DC/25/1540** - Market Field - Surgery to 1 x Horse Chestnut, 2 x Sycamore and 1 x Holly. Fell 1 x Juniper and group of Elm
 - 6.3 CA/25/0111** - 2 The Gardens, Charlton Street - Surgery to 1 x Plum (Works to Trees in a Conservation Area)
 - 6.4 DC/25/1559** - 8 Laines Road - Erection of a part single storey, part two storey rear extension and two storey side extension.
 - 6.5 CA/25/0115** - 20 Charlton Street - Surgery to 1x Unknown Species (Works to Trees in a Conservation Area).
 - 6.6 DC/25/1578** - 4 Clivedale - Variation of Condition 1 of previously approved application DC/25/1227 (Remodelling of existing dormers, changes to existing fenestration and installation of horizontal timber cladding) to adjust the position of the two dormer windows and rooflight on the East/ South Eastern elevations.
 - 6.7 DC/25/1580** – Old Timbers, 84 High Street - Removal of first floor bathroom, and repurpose as a walk in wardrobe. Conversion of existing first floor kitchen into a bathroom. Installation of ground floor kitchen (Listed Building Consent).



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- 6.8** DC/25/1396 - 11 White Horse Square - Existing and proposed use of property as a residential house including the associated garden (Lawful Development Certificate - Proposed).
- 6.9** DC/25/1629 – Laurus, Kings Barn Lane - Surgery to 1 x Lime. Surgery to 1 x Oak.
- 6.10** DC/25/1378 - 18 Sir Georges Place - Creation of car parking space within the curtilage of flats 18, 19, 20 and 21 with provision new steps for side and rear access.
- 6.11** DC/25/1608 - 1 Coxham Cottages - Erection of a two-storey side extension.
- 7.0** **LATE PLANS**
- 7.1** None at time of printing
- 8.0** **PLANNING DECISIONS FROM HDC and SDNP**
- Permitted**
- 8.1** DC/25/0530 - Old Farm Cottage, Staplefields, Horsham Road, Steyning, West Sussex, BN44 3AA. Description: Part demolition of existing south side extension and cat slide roof, erection of a single storey extension and partial replacement of roof. (Resubmission of a previously approved expired approval DC/20/0156 and DC/20/0155). (Householder Application).
- 8.2** DC/25/0531 - Old Farm Cottage, Staplefields, Horsham Road, Steyning, West Sussex, BN44 3AA. Description: Part demolition of existing south side extension and cat slide roof, erection of a single storey extension and partial replacement of roof. (Resubmission of a previously approved expired approval DC/20/0156 and DC/20/0155). (Listed Building Consent).
- 8.3** DC/25/1227 - 4 Clivedale, Castle Lane, Steyning, West Sussex, BN44 3GA. Description: Remodelling of existing dormers, changes to existing fenestration and installation of horizontal timber cladding.
- 8.4** DC/25/0930 – Downsview, 34 Shooting Field, Steyning, West Sussex, BN44 3RQ. Description: Conversion of loft into habitable living space with rear dormer and side window.
- 8.5** DC/25/1226 - Doves Place, Coxham Lane, Steyning, West Sussex, BN44 3LG. Description: Surgery to 1x Maritime Pine.
- 8.6** DC/25/1258 - 2 Bramber Road, Steyning, West Sussex, BN44 3PB. Description: Creation of a dropped kerb.
- Withdrawn**
- 8.7** DC/25/1038 - 11 White Horse Square, Steyning, West Sussex, BN44 3GQ. Description: Use of building as a dwellinghouse (Retrospective).
- 9.0** **ENFORCEMENT NOTICES**
- 9.1** None
- 10.0** **REPORT FOR THE STEYNING CENTRE**
- 10.1** Deputy Clerk to report on bookings and maintenance items.
- 11.0** **FINANCE – PLANNING AND PREMISES**
- 11.1** To discuss and agree the income and expenditure reports for September.
- 11.2** To consider the Premises budget 2026/27 as per supporting papers.
- 12.0** **CORRESPONDENCE/INFORMATION**
- 12.1** None
- 13.0** **DATE OF NEXT MEETING** – Monday 24th November 2025 at 7.30pm

John Fullbrook
Clerk to the Council