
PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 28TH JULY 2025 AT 7.30PM AT THE STEYNING CENTRE.

Present: Cllrs Lloyd, M Alexander, Hanson, Trundle, Balance, Foxwell

Members of the public: 5

Clerk: Leanne Poole

MINUTES

P25/25 **APOLOGIES**
25.1 None.

P25/26 **DECLARATIONS OF INTEREST**
26.1 There was a declaration of interest from Cllr Hanson in consideration of agenda item 6.7, in that she lives in close proximity to the property subject to the planning application. There was also a declaration of interest from Cllr Trundle in consideration of agenda item 6.10 as she is a member of the Church Parochial Council.

P25/27 **QUESTIONS FROM THE FLOOR**
27.1 No questions were raised by members of the public, however several statements were made regarding the cricket club redevelopment, and further information regarding the Cricket Club's lease with Steyning Parish Council was provided by Cllr Andrew Sharp and the Clerk explained that the Committee would be discussing the Cricket Club's application as it had not submitted any updates/changes to the current plan DC/25/0828.

P25/28 **MINUTES** – to agree and sign the Planning & Premises minutes of the meeting held on Monday 23rd June
28.1 Cllr Trundle **proposed, seconded by** Cllr Hanson to accept the minutes of Monday 23rd June 2025 as a true and fair record. **Agreed**

P25/29 **MATTERS ARISING AND ACTIONS**
29.1 **Steyning Centre main entrance door replacement** - Deputy Clerk to gather quotes for the entrance door to be replaced. Ongoing.

P25/30 **PLANNING APPLICATIONS**
30.1 **DC/25/0828** – Steyning Cricket Club - Demolition of existing cricket club house building. Construction of a part single, part two-storey cricket club house building and a single storey conservatory link building. Refurbishment of existing changing room building together with associated landscaping, cycle parking, bin store and alterations to part of the existing fence.
Cllr Trundle **proposed, seconded by** Cllr Ballance **OBJECTION** - The current plan is contrary to the Steyning conservation area appraisal and management plan, as a large two storey building with a design unsympathetic to a conservation area.
Increased social activity would lead to loss of revenue for existing businesses in the town.
Environmental concerns re light and noise pollution, and lack of privacy to close neighbours backing on to the

cricket field, in Charlton Street.

Insufficient highway and parking for increased social activities. Overdevelopment in sight of South Downs National Park and on a village green. The proposed building would approximately treble the size of the current building. **Agreed.**

- 30.2** **DC/25/0930** – Downsview, 34 Shooting Field - Conversion of loft into habitable living space with rear dormer and side window.
Cllr Trundle **proposed, seconded by Cllr Foxwell. No objection. Agreed.**
- 30.3** **DC/25/0906** - 17 Saxon Road - Conversion of existing outbuilding into habitable living space.
Cllr Trundle **proposed, seconded by Cllr Alexander. No objection. Agreed 5 for 1 abstention.**
- 30.4** **CA/25/0065** - Steyning Post Office - Fell 1x Bay (Works to Trees in a Conservation Area)
Cllr Trundle **proposed, seconded by Cllr Hanson. No objection, subject to consultation with the HDC Arboriculture Officer. Agreed.**
- 30.5** **DC/25/1017** - 29 Kings Stone Avenue - Erection of side and rear extensions, including roof extensions with rear dormer and front, side and rear rooflights.
Cllr Trundle **proposed, seconded by Cllr Foxwell. No objection. Agreed 5 for 1 abstention.**
- 30.6** **DC/25/1002** - Wappingthorn Lodge, Horsham Road - Demolition of existing buildings, and construction of a detached dwelling. (Alternative to application DC/23/0627 (approval of extensions, alterations and change of use of stables, garage and machinery store to form 1 x dwellinghouse)).
Cllr Trundle **proposed, seconded by Cllr Alexander. No objection. Agreed 5 for 1 abstention.**
- 30.7** **DC/25/1012** - Gatewick House - Sensitive refurbishment and reconfiguration of the main house and associated outbuildings, including selective demolition, upgrades to services, minor extensions, and reinstatement of historical features. (Listed Building Consent).
Cllr Trundle **proposed, seconded by Cllr Ballance. No objection. Agreed.**
- 30.8** **DC/25/1014** – Gatewick House - Sensitive refurbishment and reconfiguration of the main house and associated outbuildings, including selective demolition, upgrades to services, minor extensions, and reinstatement of historical features. (Householder Application).
Cllr Trundle **proposed, seconded by Cllr Ballance. No objection. Agreed.**
- 30.9** **DC/25/1082** - St Andrews Parish Church - Erection of a single Victorian style lamp post.
Cllr Alexander **proposed, seconded by Cllr Trundle. No objection. Agreed 5 for 1 abstention.**
- P25/31** **LATE PLANS**
- 31.1** **DC/25/1038** - 11 White Horse Square - Use of building as a dwellinghouse (Retrospective).
Cllr Trundle **proposed, seconded by Cllr Hanson. No objection. Agreed.**
- P25/32** **PLANNING DECISIONS FROM HDC and SDNP**
Permitted
- 32.1** **DC/25/0665** - Dingemans Court, Shooting Field, Steyning. Description: Surgery to 1x Group mixed species and 1x Ash
- 32.2** **DC/25/0680** - Dingemans Court, Shooting Field, Steyning. Description: Surgery to 1x Maple
- P25/33** **ENFORCEMENT NOTICES**
- 33.1** **EN/25/0202**- Steyning Tennis Club, Charlton Street, Steyning, West Sussex, BN44 3LE. Alleged: Breach of condition 4 of DC/23/0736 (hours of use of floodlights)

P25/34 FINANCE – PLANNING AND PREMISES

- 34.1** To discuss and agree the income and expenditure reports for April and May 2025
Cllr Trundle **proposed, seconded by** Cllr Alexander that SPC accepts the planning and premises income and expenditure reports for April and May 2025. **Agreed.**

P25/35 REPORT FOR THE STEYNING CENTRE

- 35.1** **Bookings** – The projected income for June is £6306.47. Bookings are still going well, there have been several one-off events including a charity race night and several parties.
- 35.2** **Film nights** – The film for July was *Bridget Jones: Mad About the Boy*. 45 tickets were sold, totalling £270.00. Once all the expenditures had been taken out, there was a loss of £48.90. The next film is *Ocean*, and tickets on sale now.
- 35.3** **Maintenance** – A plumber attended the Steyning Centre to carry out repairs to faulty toilets fixtures and fittings and an electrician also replaced the old switches in the kitchen, as they were only working intermittently.
IT technician, Tom Packer, reconnected the Bluetooth system in the Saxon Room as this had recently stopped working.
- 35.4** **High Street and Steyning Centre toilets** – An external cleaning company visited on 23rd July to carry out a deep steam clean of the high street toilets and the toilets outside The Steyning Centre. We have used this company before with this committee's agreement and the results have always been excellent.
- 35.5** **Caretaking and Staffing** – A new caretaker, Paul, has been appointed to take over from John Connell who left in June. Paul has now completed his induction and is settling in well. He's already proving a helpful addition to the team, particularly with weekend bookings and helping with setting up and packing away for larger events.

P25/36 CORRESPONDENCE/INFORMATION

- 36.1** None.

P25/37 DATE OF NEXT MEETING – Monday 18th August 2025 at 7.30pm

The Chairman closed the meeting at 9.03pm.

Signed Chairman

Link to the meeting - <https://youtu.be/1Fffzfe026E>