
Published 19th November 2025

**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 24TH NOVEMBER 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 27th October, as true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1** Steypning Centre front door upgrade - ongoing.
- 6.0 PLANNING APPLICATIONS**
 - 6.1 DC/25/1518** – Clivedale, Castle Lane - Surgery to 1 x Beech
 - 6.2 DC/25/1781** – Chewton, The Crescent - Surgery to 1x Beech
 - 6.3 DC/25/1754** - 67 Penlands Vale - Erection of a single storey rear extension, with terraced area above. Alterations to fenestration colour, installation of 2no. windows on the north/north western elevation. Alterations to the render on the east/north eastern elevation.
 - 6.4 DC/25/1745** - Hammes Barn, Washington Road - Application to confirm the continuous use of the building for business and commercial activities (Lawful Development Certificate Existing)
 - 6.5 DC/25/1786** - 77 Kings Stone Avenue - Demolition of garage. Erection of a single storey side and rear extension. Enclose front entrance porch to create lobby.
 - 6.6 DC/25/1138** - Land North of Glebe Farm - Approval of Reserved Matters following the Outline Planning Permission (reference DC/21/2233) relating to the Appearance, Landscaping, Layout and Scale for 265no. dwellings, demolition of No. 37 Kings Barn Lane to provide new pedestrian/cycle/emergency link, provision of vehicular access from the A283 Steypning by pass, provision of public open space, community orchard, sustainable drainage and other ancillary and enabling works. {Notification of SPC submission process}
 - 6.7 CA/25/0135** - The Chantry House, 34 Church Street - Surgery to 2 x Mixed Species Group and 1 x Bay. (Works to Trees in a Conservation Area).

- 6.8** **DC/25/1723** - Gatewick Farm - Application to confirm the continuous use of land for the storage of caravans, motorhomes and vehicles and the siting of metal storage containers and their use for storage purposes for a period in excess of ten years (Lawful Development Certificate Existing)
- 6.9** **CA/25/0137** – Tunsgate, Jarvis Lane - Surgery to 1 x Cherry. (Works to Trees in a Conservation Area).
- 6.10** **CA/25/0138** – Ashburton, High Street - Fell 1 x Horse Chestnut. (Works to Trees in a Conservation Area).
- 6.11** **DC/25/1847** - Kings Barn Lane - The installation of 1 No. omni antenna, 1 No. enclosure, and ancillary support equipment.
- 6.12** **DC/25/1851** - Opposite 31 Goring Road - Installation of above-ground cabinets to house electronic equipment.
- 7.0** **LATE PLANS**
- 7.1** None at time of printing
- 8.0** **PLANNING DECISIONS FROM HDC and SDNP**
Permitted
- 8.1** **DC/25/1351** - Staplefields, Ty-Barn, Horsham Road, Steyning, West Sussex, BN44 3AA. Description: Erection of a single storey front extension and two storey side extension.
- 8.2** **DC/25/1381** - Wappingthorn Manor, Horsham Road, Steyning, West Sussex, BN44 3AA. Description: Variation of Condition 1 of previously approved application DC/24/0849 (Renovation of existing bothy, erection of a replacement garage, creation of new parking area, erection of garden store, glass house, and works to existing pool building, and associated landscaping (in lieu of previous permission refs: DC/21/0399 & DC/21/0400 and DC/21/0812 & DC/21/0813) (Householder Application)) for amendments to parking layout and landscaping.
- 8.3** **DC/25/1410** - 2 Chantry Orchard, Tanyard Lane, Steyning, West Sussex, BN44 3SL. Description: Alterations to property including installation of a bay window, rooflight and changes to existing doors and windows.
- 8.4** **DC/25/1431** - 19 Newham Lane, Steyning, West Sussex, BN44 3LR. Description: Erection of a Carport.
- 8.5** **DC/25/1396** - 11 White Horse Square, Steyning, West Sussex, BN44 3GQ. Description: Existing and proposed use of property as a residential house including the associated garden (Lawful Development Certificate - Existing).
- 8.6** **DC/25/1432** - The Memorial Playing Field (Mpf) Steyning, BN44 3LS. Description: Installation of 1x non-illuminated free standing sign.
- 9.0** **ENFORCEMENT NOTICES**
- 9.1** None
- 10.0** **CONSULTATION REQUEST**
- 10.1** To note that the South Downs National Park Authority has invited the parish to review and fact check selected “has potential” sites within the updated Land Availability Assessment. These sites are either newly submitted since the 2024 assessment or have changed due to new information. Comments must be submitted by Monday 24 November 2025. The response will be prepared by the Neighbourhood Plan Steering Group.
- 11.0** **REPORT FOR THE STEYNING CENTRE**
- 11.1** Deputy Clerk to report on bookings and maintenance items.
- 12.0** **FINANCE – PLANNING AND PREMISES**
- 12.1** To discuss and agree the income and expenditure reports for October.
- 12.2** To consider the Premises budget 2026/27 as per supporting papers and to agree recommendation to F&GP committee.
- 13.0** **CORRESPONDENCE/INFORMATION**
- 13.1** None
- 14.0** **DATE OF NEXT MEETING** – Monday 15th December 2025 at 7.30pm
John Fullbrook
Clerk to the Council