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## PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 22<sup>nd</sup> SEPTEMBER 2025 AT 7.30PM AT THE STEYNING CENTRE

**Present:** Cllrs Lloyd, Hanson, Ballance, Trundle, M Alexander

**Members of the public:** 0

**Clerks:** Leanne Poole

# MINUTES

**P25/50 APOLOGIES**

**50.1** Apologies received from Cllr Foxwell.

**P25/51 DECLARATIONS OF INTEREST**

**51.1** None.

**P25/52 QUESTIONS FROM THE FLOOR**

**52.1** None.

**P25/53 MINUTES – To agree the Planning & Premises minutes of the meeting on Monday 18<sup>th</sup> August**

**53.1** Cllr Trundle **proposed, seconded by** Cllr Hanson to accept the minutes of Monday 18<sup>th</sup> August 2025 as a true and fair record. **Agreed**

**P25/54 MATTERS ARISING AND ACTIONS**

**54.1** To agree grand piano MOU with TASS. See item 60.2.

**P25/55 PLANNING APPLICATIONS**

**55.1** **CA/25/0090** - Newmans House, 40 Church Street - Surgery to 1x Ash (Works to Trees in a Conservation Area)  
Cllr Trundle **proposed, seconded by** Cllr Ballance. **No objection. Agreed.**

**55.2** **DC/25/1258** - 2 Bramber Road - Creation of a dropped kerb.  
Cllr Trundle **proposed, seconded by** Cllr M Alexander. **No objection. Agreed.**

**55.3** **DC/25/1324** - Bramber Brooks - Variation of Condition 1 of previously approved application DC/23/1776 (Excavation and creation of wetland ponds, bunds, a raised public access footpath, removal of existing timber bridges and replacement with bridged footpath sections (to allow gaps for conveyance of surface waters on the site) and railings. Installation of coir matting on the banks of the footpath to prevent erosion and destabilisation of the banks along with re seeding) Relating to the access track.  
Cllr Trundle **proposed, seconded by** Cllr Lloyd. **No objection. Agreed.**

**55.4** **DC/25/1381** - Wappingthorn Manor - 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.  
Cllr Trundle **proposed, seconded by** Cllr Ballance. **No objection. Agreed.**

- 55.5**      **DC/25/1351** - Staplefields, Ty-Barn Horsham Road Erection of a single storey front extension and two storey side extension  
Cllr Trundle **proposed, seconded by Cllr Lloyd. No objection. Agreed.**
- 55.6**      **DC/25/1410** - 2 Chantry Orchard Tanyard Lane - Alterations to property including installation of a bay window, rooflight and changes to existing doors and windows.  
Cllr Trundle **proposed, seconded by Cllr Hanson. No objection. Agreed.**
- P25/56**      **LATE PLANS**
- 56.1**      **DC/25/1002**- Wappingthorn Lodge - Demolition of existing buildings, and construction of a detached dwelling  
Cllr Trundle **proposed, seconded by Cllr M Alexander. No objection. Agreed 4 for, 1 abstention.**
- 56.2**      **DC/25/1431** - 19 Newham Lane - Erection of a Carport.  
Cllr Trundle **proposed, seconded by Cllr Ballance. No objection. Agreed 4 for, 1 abstention.**
- P25/57**      **PLANNING DECISIONS FROM HDC and SDNP**  
**Permitted**
- 57.1**      **DC/25/1012** - Gatewick House, Church Lane, Steyning, West Sussex, BN44 3RS. Description: 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).
- 57.2**      **DC/25/1014** - Gatewick House, Church Lane, Steyning, West Sussex, BN44 3RS. Description: 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).
- 57.3**      **DC/25/1017** - 29 Kings Stone Avenue, Steyning, West Sussex, BN44 3FJ. Description: Erection of side and rear extensions, including roof extensions with rear dormer and front, side and rear rooflights.
- 57.4**      **DC/25/0527** - 14 Saxon Road, Steyning, West Sussex, BN44 3FP. Description: Erection of rear, side and front extensions, new roof with front gable, and front and rear dormers.
- 57.5**      **DC/25/1082** - St Andrews Parish Church, Vicarage Lane, Steyning, West Sussex, BN44 3YQ. Description: Erection of a single Victorian style lamp post.  
**Withdrawn**
- 57.6**      **DC/25/0828** - Steyning Cricket Club, Charlton Street, Steyning, West Sussex, BN44 3LE. Description: 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.
- P25/58**      **REPORT FOR THE STEYNING CENTRE**
- 58.1**      **Bookings** – The projected income for August is £2,999.89. Bookings are now starting to pick back up after the summer period. We have a new dance group on Sundays.
- 58.2**      **Film Nights** – The July film was *Mr Burton*, with 60 tickets sold, generating £360.00 in income. After all expenditures, the profit was £34.90. The next film will be *The Salt Path*, and tickets are now on sale.
- 58.3**      **Neighbourhood Wardens** – It has been confirmed that the Neighbourhood Wardens may no longer be able to operate from the Police Station from January 2026. We are therefore exploring the option of relocating their base to The Steyning Centre. The Committee expressed concern, noting they could see no reason why the Police Station could not continue to accommodate the Wardens, and indicated they would likely object should a formal proposal be brought forward.
- 58.4**      **Maintenance** - The annual PAT Testing was carried out along with the service of the fire extinguishers and intruder alarm.  
We are enhancing the foyer with upgraded furniture, made possible through a generous staff donation that will be upcycled and repurposed.
- P25/59**      **ENFORCEMENT NOTICES**
- 59.1**      None.

**P25/60 FINANCE – PLANNING AND PREMISES**

**60.1 To discuss and agree the Income and Expenditure Reports for July & August**

Cllr Trundle **proposed, seconded by** Cllr Hanson that SPC accepts the Planning and Premises Income and Expenditure Reports for July and August 2025. **Agreed.**

**60.2 To discuss and agree Grand Piano MOU with TASS.**

Cllr Trundle **proposed, seconded by** Cllr Lloyd that SPC agree the grand piano MOU with TASS. **Agreed.**

**P25/61 CORRESPONDENCE/INFORMATION**

**61.1** None.

**P25/62 DATE OF NEXT MEETING – Monday 27<sup>th</sup> October 2025 at 7.30pm**

The Chairman closed the meeting at 8:20pm

Signed ..... Chairman

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