
PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 27TH APRIL 2026 AT 7.30PM AT THE STEYNING CENTRE

Present: Cllrs Trundle, Ballance, M Alexander, Hanson.

Members of the public: 1

Clerk: Leanne Poole

MINUTES

P25/143 APOLOGIES

143.1 Apologies received from Cllrs Foxwell and Lloyd.

P25/144 DECLARATIONS OF INTEREST

144.1 There was also a declaration of interest from Cllr Trundle in consideration of agenda item 5.5 (CA/26/0029) as she is a member of the Church Parochial Council.

P25/145 QUESTIONS FROM THE FLOOR

145.1 None.

P25/146 MINUTES – To agree the Planning & Premises minutes of the meeting on Monday 23rd March

146.1 Cllr Trundle **proposed, seconded by** Cllr Ballance to accept the minutes of Monday 23rd March 2026 as a true and fair record. **Agreed.**

P25/147 PLANNING APPLICATIONS

147.1 **DC/26/0431** - 6 Norfolk Cottages - Fell 4 x Sycamore (Works to trees in a Conservation Area).

Cllr Trundle **proposed, seconded by** Cllr Hanson. **No objection. Agreed.**

147.2 **CA/26/0043** - Land at 517797 111443 Gatewaycke Terrace - Fell 1 x Unidentified Tree. Surgery to 1 x Ash.

Cllr Trundle **proposed, seconded by** Cllr Hanson. **No objection. Agreed.**

147.3 **CA/26/0047** – Silvermead, Cripps Lane - Surgery to 1 x Honey Locust (Works to Trees in a Conservation Area).

Cllr Trundle **proposed, seconded by** Cllr Alexander. **No objection. Agreed.**

147.4 **CA/26/0042** - 56 High Street - Surgery to 1 x Yew.

Cllr Trundle **proposed, seconded by** Cllr Ballance. **No objection. Agreed.**

147.5 **CA/26/0029** - St Andrews Parish Church - Surgery to 1 x Robinia. (Works to Trees in a Conservation Area).

Cllr Alexander **proposed, seconded by** Cllr Ballance. **No objection. Agreed 3 for, 1 abstention.**

147.6 **DC/26/0414** - Land to the West of Horsham Road - Creation of new access to Kilham Barn and adjoining residential property.

Cllr Trundle **proposed, seconded by** Cllr Ballance. **No objection. Agreed.**

147.7 **DC/26/0534** – Chewton, The Crescent - Demolition of side extension. Erection of single storey front extension. Loft conversion together with hip to gable roof, installation of front and rear dormers and balcony above rear bay window. Alterations to fenestration and elevational treatment.

Cllr Alexander **proposed, seconded by** Cllr Ballance. **OBJECTION due to the design and design materials being out of sympathy with surrounding properties and streetscape. Agreed 3 for, 1 abstention.**

- 147.8 DC/26/0322** – Steyning Grammar School - Part-demolition of existing teaching buildings, MUGAs and all-weather pitch. Construction of replacement 2-storey and 3-storey teaching buildings, floodlit all-weather pitch and hard surfaced sports courts, with associated access, parking, landscaping and infrastructure. (To note the comments submitted by the Parish Council in respect of the application.)
The committee noted the SPC response submitted below.
Objection – Steyning Parish Council {SPC} remain concerned about the loss of sports amenity, namely the AstroTurf pitch, and also the apparent divergence in terms of proposed future community use management between the School and the adjacent Sports Centre, which remove the use of sports hall amenity from the sports centres control and places it under School lettings which may well render the sports centre a non-viable commercial operation leading to the further loss of amenity in the future – namely the swimming pool.
Cllr Bell **proposed, seconded** by Cllr Hanson that an astroturf or equivalent pitch be incorporated into the existing development plans (using part of the existing and extensive grass playing area, even if the installation is initially unfunded, and whilst SPC pursues potential match funding options through Sport England), and that SPC be part of the conversation concerning the Community Use Agreement to ensure Access and Security measures be revisited before signing off on the final plans. **Agreed**
Cllr Bell **proposed, seconded** by Cllr Simon Alexander that West Sussex County Council explore options for the reprofiling of the road layout adjacent the new main school access on Horsham Road to improve pedestrian safety (as there will be considerably more pupils using a very narrow pathway next to a very busy road), and to consider moving the current Bus Stops to again deal with safety concerns. With consideration of traffic management measures where appropriate. Engagement with the highway authority engineers and the school being required at the earliest opportunity. **Agreed**
- P25/148 LATE PLANS**
148.1 None.
- P25/149 PLANNING DECISIONS FROM HDC and SDNP**
Permitted
- 149.1 DC/26/0058** - Pilgrims Cottage, Mill Road, Steyning, West Sussex, BN44 3LN. Description: Erection of a single storey rear extension.
- 149.2 DC/25/1994** - Chancton Down, Horsham Road, Steyning, West Sussex, BN44 3AA. Description: Conversion of cattery building into 1no. dwelling.
- 149.3 DC/26/0030** - Huddlestone Farm, Horsham Road, Steyning, West Sussex, BN44 3AD. Description: Variation of Condition 1 of previously approved application DC/22/0100 (Installation of a solar farm with associated infrastructure) Relating to the Traffic Management Plan.
- 149.4 DC/26/0191** - 29 Kings Stone Avenue, Steyning, West Sussex, BN44 3FJ. Description: Variation of Condition 1 of previously approved application DC/25/1017 (Erection of side and rear extensions, including roof extensions with rear dormer and front, side and rear rooflights) to raise the height of the rear flat roof, small adjustment to the stairs and associated windows, reduction in the rear bifold doors, and change in orientation/type of the rear rooflight.
- 149.5 DC/26/0493** - Land North of Glebe Farm and Kings Barn Lane, Steyning, West Sussex, BN44 3YR. Description: Non Material Amendment to previously approved application DC/25/1138 (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
- P25/150 ENFORCEMENT NOTICES**
150.1 EN/26/0114 - Norfolk House Cottages, Tanyard Lane. Alleged: Breach of condition 7, 9 and 10 attached to DC/16/1014.
- 150.2 EN/26/0134** - Land Opposite Pear Tree Cottage, Elm Grove Lane. Alleged: unauthorised use of area for parking, storage of rubbish and sub division of units

P25/151 REPORT FOR THE STEYNING CENTRE

151.1 Bookings

The projected income for March is £7,327.41. Bookings are still going well with regular hirers and there has been very positive feedback from customers, praising the facilities and caretakers.

151.2 Film Nights

The April screening of *The Life of Chuck* sold 29 tickets. The evening resulted in a loss of £144.40. Audience feedback was mixed. The film for May is *The Choral*.

151.3 Furniture

Options are being explored to upgrade the chairs and other furniture within the centre. This is to improve comfort and ensure the facilities remain fit for purpose. Members may be asked to consider some purchasing options, presented within quotes shortly forthcoming.

151.4 Front Door Upgrade

Plans to upgrade the front entrance doors are progressing. A planning application is required prior to the works being carried out. This will be submitted once the final drawings have been received from the contractor.

151.5 Staffing

Recruitment for the caretaker position remains ongoing. The role is being advertised on notice boards in the High Street and The Steyning Centre. It has now been readvertised on Indeed, with a much improved response following the most recent attempt to recruit.

P25/151 GLEBE FIELD SITE MEETING UPDATE

151.1 The committee noted the details of the meeting notes provided by the developers after the onsite meeting on 15th April 2026.

P25/152 CORRESPONDENCE/INFORMATION

152.1 None

P25/153 DATE OF NEXT MEETING – Tuesday 26th May 2026 at 7.30pm (Date subject to change due to councillor availability).

The Chairman closed the meeting at 8:25pm

Signed Chairman