

**PLANNING COMMITTEE MEETING
TUESDAY 21st OCTOBER 2014 AT 7PM
THE STEYNING CENTRE**

Present: Cllrs Alexander, Bowell, Lloyd, Toomey, Muncey, Ness-Collins, Muggeridge.

Members of the public: Four

Clerk: Rebecca Luckin

MINUTES

1.0 APOLOGIES – there were none.

2.0 DECLARATIONS OF INTEREST – there were none.

3.0 MINUTES – Cllr Alexander **proposed, seconded** by Cllr Muncey that the minutes of the meeting of 7th October 2014 be approved as a correct record of the meeting. **Agreed.**

4.0 MATTERS ARISING AND ACTIONS.

Following the Working Group meeting on 9th October, Councillor Alexander has spoken to HDC strategic planning dept regarding the review of Steyning's Conservation Area document. HDC wish to review and agree amendments.

HDC will shortly undergo public examination of the HDC planning framework, which will take up the next month or so. It was suggested, therefore, that the council should send the document to Chris Todd for an historical accuracy check and to Neil Howe AirS/ACRE, for comment with respect to its ultimate inclusion in support of the Neighbourhood Plan. Following that, it should be sent it to strategic planning at HDC, by which time they will be in a better position to review it within a reasonable time- frame. They may wish to comment and make suggestions.

Once agreed, this document will become a supporting document for the Steyning, Bramber, Ashurst and Wiston Neighbourhood Plan. HDC confirmed that there is no need for public consultation on the document until the draft Neighbourhood Plan, including all its supporting documents, goes out for public consultation throughout the four parishes. The supporting documents should be evidence based - paint a picture of the situation as it is and what remedies to take to manage it in the future. Councillor Alexander will review the document to expand in a few places e.g. how many uPVC window in rows of cottages here and there - Jarvis Lane, Charlton Street etc, plus painted render and paintwork and anything else found. Photos will be taken to illustrate this. Once agreed by HDC it will stand. The conservation document will be circulated to relevant households and businesses on the High Street.

5.0 PLANNING APPLICATIONS

5.1 DC/14/2027 – 30 Church Street – Single storey rear cloakroom extension (LBC)
Councillors were concerned that the drawing provided was incorrect, and queried the north elevation, since plans state that it is a mono-hipped roof. **Subject to a query regarding the representation on the plans, of the proposed roof line on the north elevation, Councillors Agreed no objection.**

5.2 DC/14/2091 – 8 High Street – Surgery to 1 Yew tree (Works to tree in Conservation Area). Councillors **Agreed to defer to the opinion of the Arboricultural Officer for HDC.**

The Clerk will draft a letter to HDC to request clarification on the situation regarding HDC notification to neighbours.

6.0 LATE APPLICATIONS – There were none.

7.0 ENFORCEMENT NOTIFICATIONS

35 High Street – interior works taking place. A lawful development certificate should have been applied for.

25 High Street – colour of exterior of building, lower render was painted red. The owner advised that she would submit a planning application. The Clerk has followed up both matters with HDC Enforcement Officer, John Attfield.

8.0 PLANNING DECISIONS FROM HDC

Permitted:

DC/14/1694 - Calcot Farm Bungalow Horsham Road - Proposed outbuilding and extension to existing residential property

DC/14/1525 & 1526 – 76 High Street – Retrospective application for canopy and kitchen Extraction Ventilation Ducting in existence since 2003. **Planning and LBC**

9.0 CORRESPONDENCE.

9.1 Notice of Appeal – DC/13/1296 – Steyning Leisure Centre, Horsham Road – Construction of a concrete skate park in the car park at rear of Steyning Leisure Centre and installation of 20 replacement car parking spaces. An appeal has been lodged with the Planning Inspectorate. Correspondence from the Chairman of the FoMPF was read to Councillors. The correspondence will go to Full Council. **Agreed.**

9.2 The Department For Transport Town and Country Planning Act 1990 have informed of the Stopping up of Highway at 13 Canons Way following the development as permitted by HDC for planning application DC/14/1017.

The Clerk will inform Cllr Barling (cc Ed Dickinson) and advise that Steyning Parish Council will support WSCC objections to the proposal on the grounds of safety and access.

10.0 DATE OF NEXT MEETING: Tuesday 4th November 2014 at 7.00pm

The meeting closed at 19.26pm

Signed: Date: 21st October 2014
Chairman