

# Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,  
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**TO: ALL MEMBERS OF THE PLANNING COMMITTEE  
YOU ARE HEREBY SUMMONED TO A MEETING OF THE PLANNING COMMITTEE  
TO BE HELD AT 7.00PM ON TUESDAY 3<sup>rd</sup> May 2016 AT THE STEYNING CENTRE**

## **A G E N D A**

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 a right to film/record the meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council, they give their consent to being filmed/recorded by other members of the public, if such activity is taking place. *Any equipment used in the Steyning Centre and plugged into the main electrical supply must be PAT tested.*

**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 MINUTES** – to agree and sign the minutes of the 19<sup>th</sup> April 2016

**4.0 MATTERS ARISING AND ACTIONS-** To receive information arising from the last meeting.

**4.1-245.1** A working party meeting was held on Tuesday 12<sup>th</sup> April to discuss comments from residents concerning the parish councils draft Conservation Area Document. Cllr Muggridge will summarise and present the proposed changes discussed to the committee as soon as possible.

**4.2-245.2** Query with HDC Planning why the conditions requested were not added to the approval notice for DC/15/2733- 4 Coxham Lane – Awaiting reply

**4.3-245.3** A letter be sent to WSCC asking for double yellow lines within the Conservation Area to be made narrower and paler (attach photos submitted from resident to demonstrate the issue) Ongoing

**4.5- 246.6** Agenda deferred request from Cricket Club for illuminated sign on right-hand side of the entrance to car park.

**4.5-249.2** Suggest working party meeting for planning committee to discuss joint minerals local plan request planning officer from WSCC come to meeting when more information is available.

**4.6-249.3** Query with Cllr Muggridge re a meeting with Graham Goodenough

**4.7-249.4** Request further information on size of buildings needing permission to be demolished in a conservation Area.

## **5.0 PLANNING APPLICATIONS**

**5.1 DC/16/0916 – Clivedale, Castle Lane** – Surgery to 1 x Beech Tree

**5.2 DC/16/0243 – Mouse Cottage, Mouse Lane** - Surgery to 1 Ash Tree

**5.3 DC/16/0756 – Clifton Lodge, College Hill** – Small single storey rear/side extension to dining room with direct access to rear garden and inset roof light.

**5.4** Request from Cricket Club for illuminated sign on right-hand side of the entrance to car park.

## **6.0 LATE**



Parish Clerk: Rebecca Luckin  
Deputy Clerk: Hazel Roxby

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## **7.0 ENFORCEMENT NOTIFICATIONS -.**

## **8.0 PLANNING DECISIONS FROM HDC-**

### **Permitted**

**DC/16/0034- 3 Church Street** - Refurbishment to a listed cottage, to include repairs to windows and doors, installation of mains gas, replacing kitchen and bathroom, re-wiring and re-plumbing, installing central heating system, timber treatment (Full Planning)

**DC/16/0035 - 3 Church Street** - Refurbishment to Listed cottage in very poor state of repair, to include repairs to windows and doors, installation of mains gas, replacing kitchen and bathroom, re-wiring and re-plumbing, installing central heating system, timber treatment (Listed Building Consent)

**DC/16/0277 – Watersmead, Dog Lane** - Erection of a rear dormer, new front entrance and the blocking up of the existing entrance, installation of roof lights, windows to be upgraded to timber double glazed as well as large patio doors to the rear and re-establishing an existing access.

**DC/16/0546 - 14 Newham Lane** - Erection of a proposed bay window and porch

**DC/16/0697 - 14 High Street** - Fell 1 x Fig Tree T1 \_ 1 x Sumach Tree T2 (Steyning Conservation Area)

**9.0 DRAFT WEST SUSSEX JOINT MINERALS LOCAL PLAN** - to discuss the plan and the way forward for responding to the consultation by 17<sup>th</sup> June.

**9.1** Correspondence received from resident concerning the Consultation document.

**9.2** Discuss request to write to WSCC get an extension to the consultation.

**10.0 HDC SHELAA ASSESSMENT 2016.** To discuss document and respond by 20<sup>th</sup> May.

## **11.0 CORRESPONDENCE/INFORMATION**

**11.1** Correspondence from CAGNE

**11.2** Invite to nominate a community Noise Group representative for Gatwick Airport Noise Management Board.

**12.0 DATE OF NEXT MEETING: Tuesday 17<sup>th</sup> May 2016 at 7.00pm**

**Rebecca Luckin**

**Clerk to the Council**

**Please note the public have a right and are welcome to attend this and any the meeting of the Parish Council.**



Parish Clerk: Rebecca Luckin  
Deputy Clerk: Hazel Roxby

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