

Steyning Parish Council



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MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY 1st MARCH 2016 AT 7.00PM AT THE STEYNING CENTRE

Present: Cllrs Toomey, Muncey, Hanson, Bowell, Trundle and Muggridge

Members of the public: 4 including S Sullivan, G Sullivan R Goldsmith

Clerk: Hazel Roxby

MINUTES

P15/214 APOLOGIES FOR ABSENCE – apologies were received and accepted from Cllr Lloyd

P15/215. DECLARATIONS OF INTEREST –

203.1 There was a declaration of interest from Councillor Muncey on Item 5.3.

P15/216. MINUTES

Cllr Muncey **proposed, seconded** by Cllr Hanson that the minutes of the meeting of Tuesday 16th February be approved as a correct record of the meeting (with a typo correction made) and signed by the Chairman. **Agreed**

P15/217 MATTERS ARISING AND ACTIONS

- 217.1-205.1** Request feedback from Manny Singh on site notices and letters being sent out. D/Clerk has emailed again.
- 217.2-205.2** Write to HDC concerning Old Timbers, High Street – A letter has been sent to Chris Lyons
- 217.3-205.3** Inform Tennis Club of information received from HDC - A letter has been sent.
It was noted that an amendment to the letter had been requested by the Tennis Club, Cllr Muncey **proposed, seconded** by Cllr Muggridge to amend 'extend the club house building' to 'rebuild the club house and extend the footprint by approximately 5.8 sq metres'. **Agreed**
- 217.4-205.4** Request information on SDPN/15/05230 – Tamera Dale informed that she had requested further information from the land owner concerning the landscape and other impacts from application. The information has now been received and sent to the Landscape Office, Highways, SDNP and the Agricultural Officer for their advice. Once the requested information is received from them she will be able to make her recommendations and process the application.
- 217.5-205.5** Request meeting with Graham Goodenough- He has informed a meeting will be convened once the investigation is complete.
- 217.6-200.** Hand deliver amended letter to residents in Conservation Area – letter is ready and areas have been given to Councillors for delivery.
- 217.7-200** Put document in Library and on website and a copy in the office - Done
- 217.8-211** Send HDC updated information for SHELAA Document concerning Steyning - **in process**
- 217.9-212.3** Write to HDC concerning Calcot Farm (DC/15/2143) – A letter has been sent to Chris Lyons
- 217.10-212.5** inform John Attfield of works in Wykeham Close – John has visited the site and is looking into the situation. The Deputy Clerk was asked to follow up on the situation on the fence at the White House.



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P15/218 PLANNING APPLICATIONS

5.1 DC/16/0091 – 27 Penlands Vale – Variation of Condition 2 on application ST/27/96 1st floor side and rear extensions.

Cllr Muncey **proposed, seconded** by Cllr Trundle **No Objection. Agreed**

5.2 DC/16/0034 & 0035 – 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) and (LBC)

Cllr Toomey **proposed, seconded** by Cllr Hanson **No Objection subject to the advice of HDC Conservation Officer . Agreed.**

Cllr Muggridge took the chair for the following item and Cllr Muncey took no part in the discussion or vote.

5.3 DC/16/0277 – Watersmead, Dog Lane – Removal of the central chimney stack, erection of a rear dormer, a new front entrance and the blocking up of the existing entrance, installation of thirteen proposed 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 to create on-site parking provisions.

Cllr Muggridge **proposed, seconded** by Cllr Toomey **No Objection. Agreed.**

Cllr Muncey re-took the chair.

5.4 – DC/16/0417 – The Retreat, White Horse Square – Surgery to 1 x Ash Tree (Trees in a Conservation Area.)

Cllr Muncey **proposed, seconded** by Cllr Muggridge **No Objection subject to HDC’s Arboricultural Officers advice. Agreed.**

5.5 – DC/16/0362 – Gatewick, Church Lane – Surgery to 1 x Willow Tree (Works to Trees in a Conservation Area)

Cllr Muncey **proposed, seconded** by Cllr Bowell **No Objection subject to HDC’s Arboricultural Officers advice. Agreed.**

P15/218 LATE

218.1 DC/16/0300 – The Lodge, Little Drove – Erection of a rear conservatory

Cllr Muncey **proposed, seconded** by Cllr Toomey **No Objection. Agreed.**

Councillors wish to draw the planner’s attention to the changes that appear to have been made to the agreed line of the dividing wall and room layout since the original application to divide the property into 2 properties was agreed.

218.2 Email from Crossways Veterinary Group re 2 signs on private property to discourage parking in the entrance of the Veterinary surgery. Councillors discussed the proposal and feel that large sign is too big. Cllr Muncey **proposed, seconded** by Cllr Muggridge to agree with either 2 small signs or just the small sign initially on a trial basis to see if a further sign is actually required. **Agreed**

P15/220 ENFORCEMENT NOTIFICATIONS

None for this meeting

P15/221 PLANNING DECISIONS FROM HDC-

Permitted

DC/15/2733- 4 Coxham Lane - Erection of ground floor extensions to front side and rear, and raising roof to form additional first floor living accommodation.

The Deputy Clerk was requested to write to HDC Planning to request why the proposed conditions in their comment, ‘No Objection providing that two parking spaces are provided on site, and that vehicles are not parked on Coxham



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Lane whilst the works are being carried out, normal hours of work are adhered to and noise disturbance is kept to a minimum', were not acknowledged.

DC/16/0121 - Quarry House Horsham Road - Erection of a two storey rear extension

DC/15/2143 - Calcot Farm, Horsham Road - Retrospective application for the change of use of part of a farm building to a meat cutting room, chilling and storage of meat

P15/222. CORRESPONDENCE/INFORMATION –

P15/223. DATE OF NEXT MEETING: Tuesday 15th March at 7.00pm

The meeting closed at 7.47pm

Signed: Date: 15th March 2016
Chairman

Actions

217.10 – Query with John Attfield the progress of the complaint of the fence at the White House.

218.2 – send comment to Crossways Veterinary Group.

221 – Query with HDC Planning why the conditions requested were not added to the approval notice.



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