

# Steyning Parish Council



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## MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY 2<sup>ND</sup> FEBRUARY 2016 AT 7.00PM AT THE STEYNING CENTRE

**Present:** Cllrs Toomey, Muncey, Hanson, Lloyd, Muggridge and Trundle

**Members of the public:** 13 including Cllrs S Sullivan, G Sullivan, R Goldsmith and G Ness-Collins

**Clerk:** Hazel Roxby

### MINUTES

**P15/191. APOLOGIES FOR ABSENCE** – apologies were received and accepted from Cllr Bowell

**P15/192. DECLARATIONS OF INTEREST** –

152.1 There were no declarations of interest from Councillors.

**P15/193. MINUTES**

Cllr Muncey **proposed, seconded** by Cllr Muggridge that the minutes of the meeting of Tuesday 19<sup>th</sup> January be approved as a correct record of the meeting and signed by the Chairman. **Agreed**

**P15/194 MATTERS ARISING AND ACTIONS**

**194.1-174.1** Update on information concerning a Working party to discuss implications of proposed development on a Village Green. Agenda Item

**194.2-174.2** Deputy Clerk to request feedback from Manny Singh and suggest Site notice and neighbour letter for all applications. Awaiting Reply

**194.3- 174.3** Inform of update from HDC on Conservation Area Plan and Article 4 Directive.

Cllr Muncey had forwarded information from HDC to all committee members which was taken as read. Cllr Muncey had updated the Conservation Area Document with the suggested changes from HDC, it has been renamed it to Draft Steyning Conservation Area Character Assessment Document, a disclaimer has been added to the front page, some text and photos have been removed as they are better placed in the Article 4 Directive. It was noted that the document is approved and commended by HDC now their advice has been followed and it will now be a supporting evidence document for the Neighbourhood Plan but will not become an adopted statutory document.

Cllr Muncey proposed, seconded by Cllr Lloyd that all residents within the Conservation Area and its proposed extension be contacted and sent a summary of the document and information of where it can be viewed such as the website, the office and the Library. The draft document and accompanying information will be available to view at the showcase on Saturday 6<sup>th</sup> February.

Cllr Lloyd informed that HDC were very impressed with the document and Cllr Muncey was thanked for her hard work.

It was noted that the Article 4 Directive needs more work and this will be done in conjunction with HDC.



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## **P15/195.0 PLANNING APPLICATIONS**

**195.1 DC/16/0083 – 27 Laines Road** – Erection of two storey extension and first floor extension to rear and associated works.

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

**195.2 DC/16/0121 – Quarry House, Horsham Road** – Erection of a two storey rear extension, sliding doors to rear and side elevations, Juliet balcony to rear and velux window on valley roof.

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

**195.3 DC/16/0093 – 51 High Street** – Proposed new railings and French doors to form roof terrace to existing rear flat roof (Full Planning)

Councillors discussed concerns that the proposed application will be too close to neighbouring properties but as the windows of neighbours do not look out at the proposed building Cllr Toomey **proposed, seconded** by Cllr Trundle **No Objection. Agreed** with 1 vote against and 1 abstention.

## **P15/196.0 LATE**

**None for this meeting.**

## **P15/197. ENFORCEMENT NOTIFICATIONS**

**197.1** John Attfield has informed that there is planning permission Beech Hanger garage and the building so far is in line with the application. The case is now closed. Information was forwarded to committee members.

**197.2** The White Horse inn – Advert in Conservation Area – adverts removed and case closed

**197.3** John Attfield has informed that the wall at Newham House was in need of repair and the work is being done in line with the Heritage Officers advice and therefore no further action is required.

## **P15/198 PLANNING DECISIONS FROM HDC**

### **Permitted**

**DC/15/2418 - 23 Newham Lane** -Loft conversion including the erection of side dormer, erection of a single-storey and two-storey rear extension, erection of a porch to the front elevation and a replacement garage to the side. Associated hard and soft landscaping works.

**DC/15/2690-Old Timbers 84 High Street** - Change of Use of small professional office to revert back to residential use. The Deputy Clerk was asked to obtain the decision notice for this as councillors thought the decision was against HDC and Parish Council policies. Discuss at next meeting.

**DC/15/2712 - The Lodge Little Drove** - Conversion of existing dwelling to two dwellings

**DC/15/2713-35 Church Street** -Construction of single storey, flat roof summer house with raised deck area in rear garden. Removal of timber garage and shed located in the rear courtyard.

**P15/199.0 TENNIS CLUB PROPOSAL** - To discuss proposal for extension of Tennis Club premises. Details were sent to all Committee Members and taken as read.

Cllr Muncey informed that the Tennis Club proposed plan will increase the footprint by approximately 5.8 sq mt of which 4 sq mt will be a new disabled toilet. The club have stated that the toilet will be open to the public during the clubs opening hours. Other considerations of the proposal are the cladding material, roofing material, UPVC windows and doors, raising the structure to path level to eliminate flooding, a soakaway installation for the drainage of surface water, renewal of access path to tarmac for disabled access and the provision and a canopy for weather protection.

It was suggested that the path be a permeable material instead of tarmac.

Cllr Lloyd proposed, seconded by Cllr Muncey that, subject to advice from the Council's Solicitor on VG matters, HDC on planning matters and agreement from the Tennis Club to a caveat that if legal action did follow and the extra



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space was required to be removed that they would undertake to do this, permission be granted for the Tennis Club to go ahead with the revised proposals and seek planning permission.

**P15/200. CORRESPONDENCE/INFORMATION –**

- 200.1 Information on Section 106 in the planning process has been received –sent to committee members
- 200.2 Gatwick Area Conservation Campaign have asked if the Parish Council would like to join the group. There is a subscription fee of £10.00 per year. Information sent to committee members. Cllr Muncey proposed, seconded by Cllr Muggridge not to accept the invitation. Agreed .
- 200.3 Result of appeal on Huddlestone Farm Solar Park – sent to committee members.

**P15/201. DATE OF NEXT MEETING:** Tuesday 16<sup>th</sup> February at 7.00pm

The meeting closed at 7.47pm.

Signed: ..... Date: 16th February 2016  
Chairman

**Actions.**

- 194.3** Draft Conservation Document on Showcase table with accompanying notes
- 198** Obtain decision notice for Old Timbers High Street. Bring back to next meeting
- 199** Obtain Solicitor and HDC advice for Tennis Club Proposals



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