

Steyning Parish Council



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MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY 5TH JANUARY 2015 AT 7.00PM AT THE STEYNING CENTRE

Present: Cllrs Toomey, Muncey, Lloyd, Bowell and Hanson

Members of the public: 7 including Cllr Sullivan & S Sullivan

Clerk: Hazel Roxby

MINUTES

P15/171. APOLOGIES FOR ABSENCE – apologies were received and accepted from Cllrs Muggridge and Trundle

P15/172. DECLARATIONS OF INTEREST –

152.1 There were declarations of personal interest from Councillor Lloyd on item 175.5.

P15/173. MINUTES

Cllr Muncey **proposed, seconded** by Cllr Toomey that the minutes of the meeting of Tuesday 15th December be approved as a correct record of the meeting and signed by the Chairman. Cllr Muncey informed that item 165.6 of the minutes states Business Plan and should state council practice. With this change noted the minutes were signed and agreed.

P15/174 MATTERS ARISING AND ACTIONS

174.1 - 164.1 Set up working party to discuss implications of proposed development on a Village Green needs to be Arranged. Cllr Lloyd is awaiting information from WSCC Legal department on information concerning Village Greens. HDC do not have a lot of information on Village Greens and other councils appear to rely very much on the National Policy Framework document. Report at next meeting on information from WSCC.

174.2-164.2 Deputy Clerk emailed Manny Singh concerning neighbours not being notified of planning application and detail 2 examples. Manny has replied that DC/15/2418 – Newham Lane, letters were sent on 11/11/2015, no site notice was required. DC/15/1136 – Kings Stone Avenue - letters were sent on 9/6/2015 and a reply was received from one of the two neighbours consulted on 25/06/2015, no site notice was required. Manny has said that he will bring up the issues at a management meeting and explore how neighbouring authorities operate. Deputy Clerk to request feedback following management meeting and request possibility of site notice as well as neighbour letters being sent for planning applications.

174.3-164.3 Cllr Lloyd informed that HDC have now informed that the Parish Councils draft Conservation Document can be a supporting document to the Neighbourhood Plan and can be submitted as an evidence base on the 2nd submission which will speed up the adoption of the document. HDC will need to rename the document for their purposes to Conservation Appraisal document. Article 4 is more complicated and will take more time to be assessed. Cllr Lloyd will keep the committee informed of any progress.

174.4-167.1 John Attfield informed that he will be contacting a resident in Newham Lane concerning an enforcement



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ssue and will be visiting a site in Newham Lane this week.

It was noted that Whites will be removing the large advertising signs on their property.

P15/175 PLANNING APPLICATIONS

175.1 DC/15/2712 – The Lodge, Little Drove – Conversion of existing dwelling to two dwellings+
Cllr Toomey **proposed, seconded** by Cllr Muncey **No Objection. Agreed**

175.2 DC/15/2792 – 27 Penlands Vale – Surgery to 1 x Ash Tree

Cllr Muncey **proposed, seconded** by Cllr Howell **No Objection subject to the advice of HDC Council’s Arboricultural Officer. Agreed**

175.3 DC/15/2793 – 35 Church Street – Fell 1 x Robinia Tree. Works to trees in a Conservation Area.

Cllr Muncey **proposed, seconded** by Cllr Lloyd **No Objection subject to the advice of HDC Council’s Arboricultural Officer. Agreed**

175.4 DC/15/2685 – 116-118 High Street Steyning – Conversion of shop with flat above to two self-contained flats and 2 shops, including new shop front and erection of new side dormer.

The applicants answered some queries concerning plans for the windows and colour of paint to be used. They were informed of the draft conservation area and Article 4 documents, which can be forwarded to them if they require.

Councillors are pleased that retail for 2 shops is being sought and also welcome the flats for much needed accommodation. Cllr Muncey **proposed, seconded** by Cllr Hanson **No Objection providing the window design and colour of paint are in keeping with the Conservation Area. Agreed**

175.6 Disc/15/0408 – Mouse Lane Mouse Cottage – Discharge of condition 3 on DC/15/1456

Cllr Muncey **proposed, seconded** by Cllr Lloyd **No Objection to the first half of the sentence being discharged. However they would want the sentence “ Such land shall not be used thereafter for any purpose other than parking of vehicles associated with the residential use of Mouse Cottage” to be retained. Agreed**

Cllr Lloyd left the meeting.

175.5 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 applicants answered queries concerning the garage and parking area and assured the committee that they wish to minimise any increase to footprint of the building. Cllr Muncey **proposed, seconded** by Cllr Howell **No Objection providing that two parking spaces are provided on site, and that vehicles are not parked on Coxham Lane whilst the works are being carried out, normal hours of work are adhered to and noise disturbance is kept to a minimum. Agreed.**

P15/176. LATE APPLICATIONS

None for this meeting

P15/177. ENFORCEMENT NOTIFICATIONS

None for this meeting

P15/178 PLANNING DECISIONS FROM HDC

Permitted

DC/15/2142 - Calcot Farm Horsham Road - Retrospective application for the change of use of land from farm yard to storage of logs, woodchip and mulsh

DC/15/2426 - 9 Penns Court Horsham - To erect a conservatory to the rear of the property

DC/15/2531 - 34 Ingram Road - Loft conversion to include front and rear dormer extensions

DC/15/2628 - Flat 2 High Knoll The Crescent - Description: Erection of single storey extensions at front and side



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DC/15/2703 - Dukes House 1 Dukes Lane - Surgery to 1 x oriental plane tree, and 1 x beech tree (Tree Preservation Order)

Refused

DC/15/2358 - 95 High Street - Retrospective application for a replacement window (Listed Building Consent)

P15/179. CORRESPONDENCE/INFORMATION –

179.1 CBRE have informed that HSBC Bank will be erecting scaffolding at the entrance to the car park and will be seeking HDC’s permission to do so. Deputy Clerk to respond that there are no objections to this providing that safe access to the car park is maintained at all times and that parking spaces are not obstructed.

179.2 It was reported that there appears to be lighting visible at night from Robins Wood - report to John Attfield.

179.3 Flooding on Horsham Road is causing a problem – Cllr Muncey to investigate and report to Deputy Clerk whether to inform HDC or WSCC.

P15/180. DATE OF NEXT MEETING: Tuesday 19th January at 7.00pm

The meeting closed at. 8.53pm

Signed: Date: 19^h January 2016
Chairman

Actions.

- 174.1 Working party for village greens – info from Cllr Lloyd awaited.
- 174.2 Request feedback from Manny Singh and request consideration of neighbour letters and site notice for all applications - Deputy Clerk
- 174.3 Inform committee of any progress on Conservation Document and Article 4 Document - Cllr Lloyd
- 179.1 Respond to CBRE that there are no objections providing that access to the carpark is maintained at all times and that parking spaces are not obstructed - Deputy Clerk
- 179.2 Report to John Attfield concerning Robins Wood – Deputy Clerk
- 179.3 Investigate flooding on Horsham Road - Cllr Muncey



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