

**MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON  
TUESDAY 21<sup>ST</sup> JULY 2015 AT 7.00PM AT THE STEYNING CENTRE**

**Present:** Cllrs Muncey, Trundle, Lloyd, Hanson, Muggridge, Toomey and Bowell  
Associate Councillor Tod

**Members of the public:** Cllrs G Sullivan & S Sullivan

**Clerk:** Hazel Roxby

**MINUTES**

**P15/48 ELECTION OF VICE CHAIRMAN**

3 nominations were considered

Cllr Muncey **proposed, seconded** by Cllr Lloyd that Cllr Muggridge be elected as Vice-Chairman for a period of 6 months at which time the position will be reviewed. **Agreed**

**P15/49 APPROVAL OF AMENDED PLANNING TERMS OF REFERENCE**

**49.1** The Terms of Reference and amendments were circulated to the committee.

The amendments were discussed and it was noted that a Special Motion would be required to allow the amendments to be made.

Cllr Muncey asked the committee to consider the suspension of a section of Standing Order 5 J vii 'The Chairmen of each committee to sit on Finance & Community Committee' to allow the Chair of Planning not to take up the position on F&C, and to review the situation at the May AGM 2016.

Cllr Muncey **proposed, seconded by** Cllr Hanson that a Special Motion be prepared and signed by 10 Councillors, to amend terms of reference and suspend the section of Standing Orders for adoption at the next meeting. **Agreed**

**P15/50. APOLOGIES** - None for this meeting

**P15/51. DECLARATIONS OF INTEREST** – Cllr Muggridge declared a personal interest to item 54.6.

**P15/52. MINUTES**

**52.1** Cllr Bowell **proposed, seconded** by Cllr Muncey that the minutes of the meeting of Tuesday 16<sup>th</sup> June be approved as a correct record of the meetings and signed by the Chairman. **Agreed.**

Cllr Toomey **proposed, seconded** by Cllr Muncey that the minutes of the meeting of and Tuesday 7<sup>th</sup> July 2015 be approved as a correct record of the meetings and signed by the Chairman. **Agreed.**

**P15/53 MATTERS ARISING AND ACTIONS**

**39.1** To circulate minutes from 16<sup>th</sup> June for agreement at meeting on 21<sup>st</sup> July (Done)

46.1 Discussion for timings / dates for meetings and possible inclusion of public question time – is an agenda item

46.2 Approval of amended terms of reference - is an agenda item

#### **P15/54. PLANNING APPLICATIONS**

**54.1 DC/15/1321 – Norfolk Arms, Church Street** – Conversion of former first floor meeting/function room to a one bedroom flat with associated works.

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

**54.2 DC/15/1347 – 60 Kings Stone Avenue** – Proposed drop kerb to in / out drive

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

**54.3 DC/15/1353 – Nash Vineyard, Horsham Road** – Non-compliance of Agricultural Occupancy Condition (Lawful Development Certificate – Existing)

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

**54.4 DC/15/1416 – 33 Breach Close** – Two storey side extension

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

**54.5 SDNP/15/02854/FUL – Highfield Barn, Bostal Road** – New stable block.

Cllr Muncey **proposed, seconded** by Cllr Muggridge **No Objection subject to the approval of West Sussex County Council Highway Department re increased traffic in Bostal Road. Agreed**

**54.6 DC/15/1453 – 106 High Street** – Incorporation of 2 no light tubes into pitched roof (single storey) at rear of property in Conservation area.

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

**54.7 DC/15/1456 -Mouse Cottage, Mouse Lane** - Change of use of part of vacant field to provide access, turning and parking for 2 cars for the sole use of the occupants of Mouse Cottage

Cllr Muggridge **proposed, seconded** by Cllr Lloyd **Objection. The committee are concerned that the area may be used for parking commercial vehicles, caravans or motorhomes, so if the application is permitted they would like would like a condition added that the area be for car use only. The committee would want the hard surface to be of a porous material, not tarmac, to prevent any further flooding coming out on to Mouse Lane which would add to the existing flooding issues. The committee would want the complete access from Mouse Lane to the parking area re-surfaced in porous material to prevent the existing poor surface being broken-up further. The committee would like clarification as to whether the permission is for the current occupiers only, and if so, who would reinstate the land back to its original form. Agreed.**

**P15/55. LATE APPLICATIONS** –None for this meeting

**P15/56. ENFORCEMENT NOTIFICATIONS** - None for this meeting

#### **P15/57. PLANNING DECISIONS FROM HDC**

##### **Permitted**

**DC/15/0986 - Haven St Mary Little Drove** - Surgery to 1x Beech

**DC/15/1339 - Rosebank Jarvis Lane** - Fell 1 x Paulownia tree

**DC/15/1136 - 72 Kings Stone Avenue** - Removal of existing conservatory and erection of single storey rear extensions

##### **Refused**

**DC/15/1048 - 20 Kings Barn Lane** - Single storey front and rear extensions, with roof extension and rear dormer

**P15/58. ARTICLE 4 DIRECTIONS** – the working party’s first meeting is confirmed as 27<sup>th</sup> July at 11am to 12.30pm in committee rooms. All councillors to be invited.

**P15/59 FUTURE MEETINGS** - to discuss for timings /dates for meetings and possible inclusion of public question time.

Due to time constraints this item was deferred until the next meeting.

**P15/60. CORRESPONDENCE/INFORMATION**

**60.1** Correspondence from residents concerning 17a High Street has been circulated to all Councillors.

**60.2** John Attfield has informed that the Tea Rooms and the Barbers have been written to requesting listed building consent applications for the signage on the properties, the Barbers will also require advertising consent. The signage at Boo-ti does not require consent.

**60.3** Infrastructure requirements in Horsham District was circulated to councillors. Any comments should be sent to the Clerk by 13 August 2015.

**P15/61. DATE OF NEXT MEETING: Tuesday 4<sup>th</sup> August at 7pm**

The meeting closed at 8.pm

Signed: ..... Date:  
Chairman

**Actions**

49.1 Prepare Special Motion to amended terms of reference and suspend the section of Standing Orders,  
Agenda motion for adoption at next meeting

Deputy Clerk  
Deputy Clerk