

**MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON  
TUESDAY 26<sup>th</sup> May 2015 AT 7.00PM AT THE STEYNING CENTRE**

**Present:** Cllrs Muncey, Muggridge, Toomey, Trundle and Ness-Collins

**Also present:** Cllr Howell

**Members of the public:** Three

**Clerk:** Rebecca Luckin

**MINUTES**

**P15/1.Election of Chairman**

Cllr Muncey indicated that she would be prepared to stand for role of Chair, **seconded** by Cllr Howell. **Agreed.**

**P15/2. Election of Vice Chairman**

Cllr Howell indicated that he would be prepared to stand for role of Vice Chair, **seconded** by Cllr Muggridge. **Agreed.**

**P15/3.0 APOLOGIES** – there were none.

**P15/4.0 DECLARATIONS OF INTEREST** - there were none.

**P15/5.0 MINUTES**

**5.1** Cllr Muncey **proposed, seconded** by Cllr Howell that the minutes of the meeting of Tuesday 5<sup>th</sup> May 2015 be approved as a correct record of the meeting and signed by the Chairman. **Agreed.**

**P15/6.0 MATTERS ARISING AND ACTIONS**

**6.1 (4.3)** Chris Lyons, Director of Planning HDC, was contacted concerning paper plans not being received in time for to be considered at planning meetings. Manny Singh, HDC, has been asked to ensure that paper plans are sent promptly and that Parish Councils are consulted on the changeover to a paperless system.

**6.2 (4.4)** Cessation of archaeological advice from WSCC. Letters have been sent to HDC and WSCC. Cllr Lloyd advised that HDC archaeological services will be provided by an outside agency. Mr Tod will be mindful of applications that are submitted for Steyning Parish, although archaeological concerns will remain HDC's responsibility. Clerks will be updated on the progress of the paperless system at the next branch meeting – 02.06.15.

**6.3** Cllr Muggridge expressed concern regarding **DC/15/0832– Fairlawn, 61 Goring Road** discussed at the meeting of 05.05.15. Steyning Parish Council's representation had not taken into account the correct layout of the neighbouring property.

**P15/7.0 PLANNING APPLICATIONS**

**7.1 DC/15/0996 – Haven St Mary, Little Drove – Surgery to 1x Beech Tree.**

Councillors noted that the application was for work to reduce the height of a tree and would not affect neighbouring properties.

Cllr Lloyd **proposed, seconded** by Cllr Ness-Collins that Councillors would **defer to the opinion of the HDC Arboricultural Officer, Will Jones. Agreed.**

**7.2 DC/15/1047 – Methodist Church, 18 High Street – Fell 1x Holly and 1X Yew Tree.**

Councillors noted that there was no TPO on the tree at present, although it was in a Conservation Area.

Cllr Muncey **proposed, seconded** by Cllr Lloyd, on the evidence provided, Councillors **objected** to the felling of trees, but would prefer a reduction in size and ongoing management if required. **Agreed.**

**P15/8.0 LATE APPLICATIONS – None for this meeting.**

**P15/9.0 ENFORCEMENT NOTIFICATIONS**

**9.1 EN/15/0184 – The White Horse Inn, 23 High Street – Large Adverts in Conservation Area.**

**P15/10.0 PLANNING DECISIONS FROM HDC**

**Permitted:**

**DC/15/0720 - 81 Kings Stone Avenue - Proposed single storey rear extension**

**DC/15/0457 – Newman’s House, 40 Church Street - Construction of a two car carport**

**Withdrawn**

**DC/15/0365 - 8 Portway - First floor extension over garage**

**Refused:**

**DC/15/0544 - Co-operative Stores 43 - 45 High Street - Reposition shop front on main building line.**

**P15/11.0 CONSERVATION AREA DOCUMENT**

**11.1** Councillors noted that Mr Chris Tod had provided amendments to the draft Conservation Plan. The requirement for an Article 4 direction was discussed. Cllr Lloyd will obtain clarification on the process and report back. Cllr Muggeridge pointed out that the Neighbourhood Plan would be subject to a yes/no referendum which may not be a suitable way of consulting on the draft Conservation Area Plan.

**P15/12.0 CORRESPONDENCE/INFORMATION**

**12.1** Notice of planning appeal against refusal of planning consent **DC/12/2056 – 85 High Street – To alter the very steep steps to the property to improve access for the elderly and disabled (LBC).**

**12.2** Letter of concern regarding shops closing in the High Street. The Clerk had informed the author that the Neighbourhood Plan Business & Economy Focus Group were working with the Chamber of Trade and that new membership would be welcomed.

**12.3** Two letters had been received concerning Conservation Area letter that was sent out. Cllr Alexander had provided a response before leaving SPC.

**12.4** Rampion advised that funding had been received to progress an offshore windfarm.

**P15/13.0 DATE OF NEXT MEETING: Tuesday 2<sup>nd</sup> June at 7pm**

The meeting closed at 19.44 pm

Signed: ..... Date:  
Chairman