

**MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON  
TUESDAY 2<sup>nd</sup> June 2015 AT 7.00PM AT THE STEYNING CENTRE**

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

**Members of the public:** Five

**Clerk:** Rebecca Luckin

**MINUTES**

**P15/14. APOLOGIES** were received and accepted from Cllr Toomey.

**P15/15. DECLARATIONS OF INTEREST** – none for this meeting.

**P15/16. MINUTES**

**16.1** Cllr Muncey **proposed, seconded** by Cllr Lloyd that the minutes of the meeting of Tuesday 26<sup>th</sup> May 2015 be approved as a correct record of the meeting and signed by the Chairman. **Agreed.**

**P15/17. MATTERS ARISING AND ACTIONS**

**17.1** Manny Singh, HDC, had confirmed that the Planning Authority would be introducing a 'paperless' system with effect from July. Clerks had expressed grave concern regarding lack of consultation and provision for projection of plans. Manny Singh and Aidan Thatcher (newly appointed Development Management Service Leader HDC) agreed that the proposal would be delayed by three months, to allow for consultation and a smooth transition to the new system. Support funding for Parish Councils will be investigated.

**17.2** A new S106 / CIL Officer will be appointed by HDC shortly, to ensure that Parish Council projects are included in any agreements between HDC and a developer. The Planning Committee can indicate in their response to HDC whether they wish to be involved in the drafting of any agreement.

**17.3** HDC will provide training regarding the S106 / CIL process and accessibility of funding for projects and planning training for Councillors and Clerks.

**P15/18. PLANNING APPLICATIONS** – none at the time of printing the agenda.

**P15/19. LATE APPLICATIONS –**

**19.1 DC/15/1062 – 6 Norfolk Cottages, High Street** – Fell 4x conifers and 1 x Apple Tree, surgery to 4 x Sycamores. Bush/hedgerow to clear.

Councillors noted that trees were dominant in a small garden and removal would be unlikely to have an impact upon neighbours, although the property was within the Conservation Area.

Cllr Muncey **proposed, seconded** by Cllr Muggridge **no objection, subject to the opinion of the HDC Arboricultural Officer. Agreed.**

**19.2 DC/15/1048 – 20 Kings Barn Lane** – Single storey rear extension and roof extension with rear dormer.

Councillors noted that proposed works were extensive. Previous application DC14/0696 had been refused, with objections from neighbours. The latest proposal was more sympathetic in shape, but continued to be larger in scale than neighbouring properties. Cllr Lloyd **proposed, seconded** by Cllr Muggridge that SPC should **object due to over development of the site, since the proposal could be overbearing and overlook neighbouring properties. Agreed.**

## **P15/20. ENFORCEMENT NOTIFICATIONS**

**20.1 EN/15/0184 – The White Horse Inn, 23 High Street** – Large Adverts in Conservation Area. HDC Planning Compliance Officer requested that the owners either remove the advertisements or apply for planning permission.

Councillors noted that the Steyning Tea Room had also erected a new advertising board and the Palace of Pooch had a swinging sign. The Clerk will check with HDC Enforcement for guidance.

## **P15/21. PLANNING DECISIONS FROM HDC**

**Permitted:**

**DC/15/0815 - Granary Barn Wyckham Lane** - Side extension and link

## **P15/22. CONSERVATION AREA DOCUMENT and Article Four Direction**

**22.1** Cllr Lloyd had consulted Officers at HDC Strategic Planning & Sustainability, regarding Article Four Direction, which when in place withdraws permitted development rights that would otherwise apply. There are two types of Article Four Direction: Non-immediate and Immediate. Both require public consultation. Immediate Direction can only take place where the local planning authority has already begun the consultation process towards making a non-immediate Article Four Direction and is used when a development is likely that may be detrimental to the Article Four Direction is intended to cover. An immediate Article Four Direction must be confirmed by the local planning authority within six months of coming into effect to remain in force. Confirmation occurs after the local authority has carried out local consultation.

As soon as practicable after confirming an Article Four Direction, the Secretary of State must be informed. He does not have to approve an Article Four Direction and will only intervene when there is a clear reason to do so. During the consultation process and up to confirmation the Article Four Direction process will carry no weight with the statutory planning authority.

When preparing an Article Four Direction each issue must be 'tested' to show evidence of any threat to the street scene or architectural heritage and whether there would be significant harm. It is not sufficient just to list a 'wish list' but each issue must be supported by evidence. The local planning authority will be liable to pay compensation to those whose permitted development rights have been withdrawn, but only if then subsequently: refuses planning permission for development which would otherwise have been permitted: or grants planning permission subject to more limiting conditions than the General Permitted Development Order. There are no admin costs to HDC for an Article Four Direction. If it is put through the neighbourhood Plan it will carry more weight as it will have been through the full public consultation process. Should a referendum throw out the draft

Neighbourhood Plan (NP), then there would be no problem for the council to continue with the Article Four Direction process.

In view of the potential length of time the NP process will take, it is recommended that the council starts the Article Four Direction process, but works with the NP Heritage Focus Group to ensure that both aims are met.

Cllr Lloyd **proposed, seconded** by Cllr Bowell that preparation of evidence, required for the process, be commenced with regard to the current Conservation Area (with an addition if and when the Conservation Area is successfully extended). A decision on whether to include the Article Four Direction in the Neighbourhood Plan or produce a stand-alone document, will be made at a later meeting. **Agreed.**

Residents will be updated as necessary, while the Planning Committee progress the Article Four Direction.

**P15/23. CORRESPONDENCE/INFORMATION**

**23.1** Regarding the Chalk Pit, Newham Lane, an abandoned bus in the layby has been removed.

**23.2** Concern has been expressed by a member of the public regarding the route of the power cable from the Rampion Offshore Wind Farm to the link into the National Grid. The concern will be checked to see if it crosses the SPC boundary.

**23.3** Consideration of whether to have a public question time during the Planning meeting will be placed on the next agenda.

**P15/24. DATE OF NEXT MEETING: Tuesday 16<sup>th</sup> June at 7pm**

The meeting closed at 19.47pm

Signed: ..... Date:  
Chairman

**Planning Action list 02.03.06**

**20.1** Councillors noted that the Steyning Tea Room had also erected a new advertising board and the Palace of Pooch had a swinging sign. The **Clerk** will check with HDC Enforcement for guidance.

**23.3** Consideration of whether to have a public question time during the Planning meeting will be placed on the next agenda. **Clerk**