

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL 5<sup>th</sup> OCTOBER 2021.

**FELPHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &**  
**NEIGHBOURHOOD PLAN COMMITTEE**  
on Tuesday 14<sup>th</sup> SEPTEMBER 2021 at 6.15 p.m.

**PRESENT:** Councillors: Graham Matthews, Mary Harvey, Michael Harvey, George Grundy, Ros Kissell, Anne Barker, Paul English, Kevin Watson, Dave Smart & Gloria Moss (Ex Officio)

**PL 45. APOLOGIES FOR ABSENCE:**

Councillor Glen Hewlett, Councillor Bob Budd & Councillor Jaine Wild

**PL 46. ABSENCES WITHOUT APOLOGIES:**

There were no absences without apology.

**PL 47. DECLARATIONS OF INTEREST:**

There were no declarations of interest:

**PL 48. QUESTION TIME:**

There were two members of the public present - Mr and Mrs Davis who run Skin Beautiful: a family run business offering beauty treatments using aesthetic laser devices and procedures that were formerly offered by the NHS. They are hoping to take over the Felpham Bike shop located at 125a Felpham Way and have submitted a pre-planning application. They have been informed that planning approval would be required for change of use and signage and, as a courtesy, wished to make the Parish Council aware of the application and answer any questions that councillors may have.

Councillor Graham Matthews asked how many customers would be expected in the shop at any one time and the impact that this would have on car parking. Mr Davis advised that the procedures were carried out on a one-to-one basis and that due to its size, the shop could only accommodate one customer at a time. He lived a few houses away in Wick Lane and, should it become necessary, would offer his driveway for customer parking.

Councillor George Grundy asked why there was a requirement for larger premises for the company and whether there would be any toilet facilities offered. Mr Davis advised that they currently operate out of another business and would like to own their own space. This position would enable them to advertise the firm and improve the appearance of the street scene on Felpham Way by making repairs to the outside of the existing shop. There would not be a need for toilet facilities as most procedures only take five to ten minutes.

Councillor Mary Harvey asked whether Mr/Mrs Davis were medically registered. Mr Davis advised that they were members of the British Medical Laser Association and that he does have several qualifications, although these are not a requirement to offer beauty treatments.

Councillor Michael Harvey commented that he would be pleased to see the street scene smartened up and wished them success.

Councillor Gloria Moss enquired whether this was a joint venture and Mrs Davis confirmed that she has a history of offering sports massage and rehabilitation as well as beauty massage but is also able to offer laser treatments.

Councillor Dave Smart asked whether during the pre-application process, there were any issues or concerns raised and what the timeframes might be for opening the shop. Mr Davis advised that the timeframe would be a minimum of eight weeks from when presentation is made to Arun District Council, which is imminent. A separate application may be needed for outside lighting.

Councillor Roslyn Kissell asked how many potential customers would be expected to make use of the business. Mr Davis advised that they have been trading for ten years, he has 22 years of experience in this field and that the existing client base is between five and eight customers per day who they hope will relocate with them. Mr Davis advised that it is also his desire to educate others.

**PL 49. TO RECEIVE THE MINUTES OF THE PLANNING & LICENSING COMMITTEE AND THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON 10<sup>TH</sup> AUGUST 2021:**

The minutes of the meeting held on the 10<sup>th</sup> August 2021 were **APPROVED** as a true and accurate record and these minutes were ratified at the Main Council meeting on the 7th September 2021.

**PL 50. MATTERS ARISING:**

**PL 38.** Councillor Graham Matthews advised that there were no planned dates or information available as to when the CLC meetings would take place.

Councillor George Grundy expressed a concern at the number of applications that come in after the agenda has been issued. Councillor Graham Matthews advised that these are issued by Arun District Council on a Friday, based on the application submission date and Arun District Council handling times. Felpham Parish Council act in an advisory capacity, not a statutory capacity and have to abide by planning law.

Councillor Paul English asked whether the applications that councillors had raised objections to, could be highlighted in order that their outcome could be tracked.

Councillor Dave Smart suggested that only late applications be viewed on screen, that were not listed on the agenda or that the chairman considered required debate.

Councillor Graham Matthews noted that Councillor Glen Hewlett put a lot of work into the committee and thoroughly assessed all the applications on the website prior to the meeting.

## PL 51. CORRESPONDENCE:

(i) Members noted that the following applications had been **approved** by Arun District Council since the last meeting:

- FP/140/21/HH - Cherwell 61 Downview Road Felpham PO22 8JA - Two storey side/front extension, single storey rear extension, porch to front and installation of a bay window to front.
- FP/148/21/HH - 120 Limmer Lane Felpham PO22 7LP - 2.0m single storey extension, amendments to existing window arrangements, and removal of redundant chimney stack
- FP/149/21/HH - 8 South Drive Felpham PO22 7PZ - Erection of single storey side/rear extension following the demolition of existing garage, shed and conservatory
- FP/137/21/HH - 10 The Grove Felpham PO22 7EX - Creation of new first floor and erection of single storey front porch extension following the demolition of existing garage and rear sun room
- FP/127/21/HH - 1 Vicarage Lane Felpham PO22 7DY - Single storey side infill extension with alterations to fenestration
- FP/143/21/HH - 19 Wordsworth Gardens Felpham PO22 6QZ – Single storey rear and side extension
- FP/161/21/HH - Links View 5 Eastover Way Felpham PO22 7BU - Rear first floor extension and side dormer extension to extend bedroom space and facilitate and new access lift.
- FP/136/21/PL - Beachcroft Hotel Clyde Road Felpham PO22 7AH - Re-modelling of existing swimming pool with re-clad elevations and private roof terrace over. This site is in CIL Zone 4 (Zero Rated) as other development.

(ii) Members noted that there were no applications that had been **refused** by Arun District Council since the last meeting.

- FP/165/21/T - 44 Downview Road Felpham PO22 8HH - (T1) Crown reduction to 1 No. Copper Beech Tree to a height of 18 metres and a spread of 15 metres.
- FP/166/21/T - The Ridings 4A Wedgwood Road Felpham PO22 7JF - English oak (T1) Remove lowest branch, cutting back to boundary line of 6 Wedgwood Road.

(iii) Members noted that the following applications had been **withdrawn** since the last meeting:

## PL 52. AGENDA ITEMS FOR NEXT CLC MEETING:

No meeting planned.

**PL 39. PLANNING APPLICATIONS:**

<b>Application Number</b>	<b>Address</b>	<b>Planning Application</b>	<b>FPC Decision/Comments</b>
<b>FP/170/21/PL</b>	Land North of Felpham	Retention of guard rails (chicane) in place of bollards, and the retention of the 1.2 metre high post and rail fencing adjacent to the emergency access gate.	Rubber stoppers have now been installed to prevent noise.  No objection.
<b>FP/172/21/T</b>	25 Lindsey Court Felpham PO22 8JQ	Remove back to fence line 2 No. branches from Ash tree.	No objection subject to comments from the Arun District Council Tree Officer.
<b>FP/176/21/T</b>	35 Berewecke Road Felpham PO22 7EG	1 No. Oak tree - reduce west side by 2m to leave 2m.	No objection subject to comments from the Arun District Council Tree Officer although Councillor Anne Barker was concerned that this may result in a lop-sided appearance.
<b>FP/173/21/T</b>	74 Outerwyke Road Felpham PO22 8LT	1 No Macaropa tree - Reduce canopy to height no less than 16m and spread no less than 12m and Crown Lift to approx 6.5m-7m.	No objection subject to comments from the Arun District Council Tree Officer. Councillor Paul English was concerned that this may be excessive.
<b>FP/177/21/HH</b>	5 Eleanor Gardens Felpham PO22 6BP	Erection of single storey side extension, replacement rear conservatory and installation of front and rear rooflights	No objection.
<b>FP/181/21/CLP</b>	1 Sunnyside Cottages Flax Mean Felpham PO22 8RB	Lawful development for a proposed loft conversion and flat roof dormer to the rear elevation of the property.	No objection.
<b>FP/188/21/HH</b>	20 First Avenue, Felpham, PO22 7LG	Single storey side extension and new flat roof to existing extension.	No objection.
<b>FP/183/21/HH</b>	14 Sarisbury Close Felpham PO22 8JN	Single storey front porch extension	No objection.

**PL 53. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

<b>FP/194/21/HH</b>	Cheval De Mer 3 Culver Road Felpham PO22 7EF	Erection of single storey rear extension and alterations to fenestration/openings following the demolition of existing rear bay structure	No objection.
<b>FP/192/21/PDH</b>	23 Lindsey Court Felpham PO22 8JQ	Notification under extended permitted development rights for a single storey rear extension measuring 6m from beyond the rear wall of the original dwelling house, with maximum height of 2.76m and eaves height of 2.475m	No objection.
<b>FP/197/21/HH</b>	15 Vicarage Lane, Felpham, PO22 7DZ	Detached garage	No objection.
<b>FP/195/21/HH</b>	28 Lionel Avenue Felpham PO22 8LG	Removal of existing porch, conservatory and detached garage. Erection of two storey side extension, single storey front extension and single storey rear extension.	No objection although concerns were raised over the 5mm height discrepancy and the accuracy of this in its built form.
<b>FP/196/21/DOC</b>	7 Middleton Road Felpham PO22 6BL	Approval of details reserved by condition imposed under ref APP/C3810/W/21/3269281 (FP/184/20/PL) relating to Condition No 3 - car park layout.	No objection.
<b>FP/198/21/HH</b>	19 Pennyfields Felpham PO22 6BN	Erection of two storey side extension, single storey rear extension and external alterations following the demolition of existing single storey side extensions	A decision was deferred to the next meeting when councillors had had time to assess the application. The chairman noted that the closing date for comments is 14/10/21

**PL 54. NEIGHBOURHOOD PLAN AND DESIGN GUIDE REVIEW:**

Should councillors have anything to bring up as part of a future review, please raise these in preparation.

**PL 55. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

Councillor Graham Matthews advised that the planning application for a proposed football pitch at the Blakes Mead development, FP/248/20/PL, had been deferred again. The Deed of Variation is expected next week and this can then move ahead again. A Youth Football Leader has expressed an urgent need for pitches. Arun District Council had previously requested planning permission for a pavilion and pitches at King George V Recreation Ground but this was refused, and the application reverted to the Blakes Mead site development.

Land NE of Felpham adjacent to Arun Leisure Centre: The Clerk advised that he had received an email from Neil Crowther at Arun District Council regarding planned enforcement on the fence and field. The Clerk has liaised with Bognor Town Council, Bersted Council and Neil Crowther at Arun District Council and requested that the Parish Council is kept fully informed regarding any planning developments or applications.

Councillor Mary Harvey asked whether a Tree Warden had been sourced. Despite advertising the position, a candidate has not come forward at this point. **Clerk to contact Chichester College, Brinsbury campus, to see whether any students attending the Horticulture, Forestry and Arboriculture course would be willing to take up the position in connection with their training and to gain experience.**

**PL 56. BUSINESS AT CHAIRMAN'S DISCRETION:**

None.

**PL 57. DATE OF NEXT MEETING: Tuesday 12<sup>th</sup> October 2021.**

The meeting closed at 19.07 pm

**Signed.....**

**Date.....**