

**DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL 5<sup>TH</sup> APRIL 2022.**

**FELPHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &  
NEIGHBOURHOOD PLAN COMMITTEE  
on Tuesday 8<sup>th</sup> March 2022 at 6.15 p.m.**

**PRESENT:** Councillors: Glen Hewlett, Graham Matthews, Anne Barker, Bob Budd, Paul English, George Grundy  
Dave Smart (Ex Officio)  
Councillor Kevin Watson was also in attendance in the public gallery.  
Councillor Ros Kissell attended virtually (not able to vote).

**PL 115. APOLOGIES FOR ABSENCE:**

Councillor Paul English, Councillor Mary Harvey, Councillor Michael Harvey, Councillor Gloria Moss, Councillor Jaine Wild

**PL 116. ABSENCES WITHOUT APOLOGIES:**

There were no absences without apology.

**PL 117. DECLARATIONS OF INTEREST:**

There were no declarations of interest at the outset of the meeting.

**PL 118. QUESTION TIME:**

There were no members of the public present. No questions or issues were raised.

**PL 119. TO RECEIVE THE MINUTES OF THE PLANNING & LICENSING COMMITTEE AND THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON 8<sup>TH</sup> FEBRUARY 2022:**

The minutes of the meeting held on the 8<sup>th</sup> February 2022 were **APPROVED** as a true and accurate record and these minutes were ratified at the Main Council meeting on the 1<sup>st</sup> March 2022.

**PL 120. CLERK'S REPORT:**

Clerks Report March 2022

**PL104**

I have gathered some information and links for you which I hope you may find useful

<https://www.brgc.co.uk/> Bognor Regis Gliding Club

<https://www.brgc.co.uk/location/> Useful Links

<https://www.arun.gov.uk/planning-compliance> Report a Breach of Planning

<https://www.arun.gov.uk/noise-complaints> Report a noise nuisance

<https://www.caa.co.uk/our-work/make-a-report-or-complaint/> Make a report or complaint  
C.A.A

Original planning consents can be found here:

<https://www.arun.gov.uk/planning-building-control-site-searches>

use “**LEC Airfield Site**” in “Address” field

#### PLANNING & BUILDING CONTROL SITE SEARCH

Applications Post 1987	Applications 1948 - 1987	Reference 10091568649	Location LEC Airfield Site East of Railway line and Shripney Road South of A259	Relationship

#### PL111

Date now set for 19<sup>th</sup> March for a Public Meeting at 12.30 pm followed by an Extraordinary PLANNING & LICENCING ADVISORY COMMITTEE & NEIGHBOURHOOD PLAN COMMITTEE meeting at 2pm, with Public Questions for 1hr, followed by Councillor debate and potential vote.

#### PL 121. CORRESPONDENCE:

The Clerk drew councillors’ attention to one letter of objection to a planning application.

Helen Burt from Arun District Council had emailed confirmation that as per Part 5, Section 2, Paragraph 10.1 of the Arun District Council Constitution, the Committee Procedure Rules state that questions by members of the public must not exceed one minute in duration

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

- FP/251/21/HH - 5 Davenport Road, Felpham - Erection of single storey rear extension following the demolition of existing leant to.
- FP/264/21/HH - 21 South Drive, Felpham - Single storey side and rear extension and conversion of garage to habitable use.
- FP/265/21/HH - 105 Limmer Lane, Felpham – Single storey rear extension. Replacement porch with balcony above.
- FP/267/21/HH - 23 Links Avenue, Felpham - Single storey flat roof rear extension with associated lantern. Single storey flat roof side porch and erection of a detached garage including demolition of existing garage.

- FP/248/20/PL - Land north of Felpham - Revised details relevant to the sport pitch & changing facilities building (previously approved under Y/68/09/). This site also lies within the parish of Yapton & is in CIL Zone 4 (Zero Rated) as other development.
- FP/10/22/T - The Old Cottage 10 Vicarage Lane Felpham PO22 7EA - 1 No. Holm Oak tree (T1) - Crown lift on all aspects to provide a maximum of 4m overhead clearance and remove epicormic growth from main stem. 1 No. Yew tree (T2) - Fell.
- FP/3/22/HH - 5 Cunningham Gardens Felpham PO22 7QP - Removal of existing conservatory and erection of single storey rear extension.
- FP/270/21/HH - 21 Poulner Close Felpham PO22 8HN - First floor side extension over existing garage.
- FP/261/21/HH - 16 Normans Drive Felpham PO22 8LW - Single storey side/rear extension and conversion of garage with alterations to fenestration and rendering.
- FP/275/21/HH - Ciel The Ridgway Felpham PO22 7JQ - Erection of single storey rear extension including the installation of roof lanterns following the demolition of existing conservatory.
- FP/10/22/T – The Old Cottage, 10 Vicarage Lane, Felpham - 1 No. Holm Oak tree (T1) - Crown lift on all aspects to provide a maximum of 4m overhead clearance and remove epicormic growth from main stem. 1 No. Yew tree (T2) - Fell.

(ii) Members noted that there was one application that had been **refused** by Arun District Council since the last meeting.

- FP/7/22/T - The Green (bordered by Copeland Rd, Minton Rd and the Ridgeway) Felpham PO22 8EF - 1 No. Willow tree (1) - remove 6m on N/E side to leave 2m and crown lift over road up to 2.5m. 1 No. Pine tree (2) - remove lowest limb on S/E. 1 No. Holm Oak (3) - Crown lift over road up to 2.5m and remove limb going into pine tree. 1 No. Poplar tree (4) - re pollard to previous points. 1 No. Pine tree (5) - Crown lift up to 2.5m on South side.

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

#### PL 108. PLANNING APPLICATIONS:

<b>FP/273/21/HH</b>	23 Felpham Way Felpham PO22 8PT	Extension to existing drop kerb to the right by 3.6 meters	No objection.
<b>FP/17/22/HH</b>	5 Limmer Lane Felpham PO22 7EL	Erection of first floor side extension, hip to gable roof extension, side extension and remodelling detached garage, new garden shed,	Letter of objection from member of public to Arun District Council Planning was shared with councillors. No

		chimney remodelling, new roof to conservatory, installation of PV panels to new pitched roof over garage and alterations to fenestration/openings. (This application may affect the character and appearance of the Felpham Conservation Area)	objection.
<b>FP/24/22/HH</b>	11 Wordsworth Gardens Felpham PO22 6QZ	Single storey rear extension with roof light.	No objection.
<b>FP/22/22/T</b>	Wey House 77 Downview Road Felpham PO22 8JB	<p>1 No. Atlantic Cedar (T1) - Crown reduction to height 12.5m and spread 10m.</p> <p>1 No. Norway Maple (T2) - Pollard the crown to height 4.5m and 2.5m.</p>	<p>No objection but Felpham Parish Council Tree Warden made the following observations:</p> <p>Cedar: Requested work for crown reduction on cedar to previous reduction points is appropriate. Tree is in good health but is due a slight reduction (3-4ft) to keep it maintained within the property's boundaries.</p> <p>Maple: Pollarding maple seems somewhat invasive, given applicants justification is to provide balance to the tree, due to neighbour heavily cutting back overhanging growth on their side. Suggest homeowner avoids pollarding (to proposed 15ft of main stem) and instead removes lower limb (see image below left) and reduce tree canopy by 10%), as it is not interfering with any buildings or nearby utilities.</p>
<b>FP/27/22/CLP</b>	15 Wyke Lane North Felpham PO22 8LE	Lawful development certificate for the proposed amendment of the flat roof to a pitched roof, tie it into the existing pitch and re-	No objection.

		cover the entire roof.	
<b>FP/274/21/OUT</b>	Bognor Regis Golf Club Downview Road Felpham PO22 8JD	Outline planning application with all matters reserved, except means of access, for the erection of up to 480 new homes (C3), the formation of a new means of access onto Golf Links Road, together with the creation of new surface water drainage, new landscaping and habitat creation, ground works and other infrastructure and the retention and re-purposing of the retained club house (F2). This site also lies within the parish of Yapton, affects a Public Right of Way and is a Departure from the Development Plan. This application is subject to an Environmental Statement	See Agenda item PL 111.

**PL 109. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

<b>FP/30/22/T</b>	47 Roundle Avenue Felpham PO22 8LJ	Fell 1 No. Populus tree.	No objection. Comments from Felpham Parish Council Tree Warden: Requested work to remove poplar seems appropriate. There is a large cavity at base of tree which has damp, soft woody growth inside - suggesting poor structural integrity. The tree also had previous work carried out on it following storm Eunice, which allowed the tree surgeon to make thorough assessment that the tree's overall safety is compromised.
<b>FP/26/22/HH</b>	43 Limmer Lane	First floor rear extension.	No objection

	Felpham PO22 7HD		
<b>FP/25/22/HH</b>	49 Minton Road Felpham PO22 7JX	Removal of existing conservatory, installation of new front glazed canopy, cladding of front elevation and replacement windows.	No objection
<b>FP/31/22/PL</b>	107 Felpham Way Felpham PO22 8QB	Construction of a pair of semi-detached dwellings with electric mobility scooter/cycle & refuse storage facilities. This site is in CIL Zone 4 and is CIL Liable as new dwellings.	<p>Objection –</p> <ol style="list-style-type: none"> <li>1. Does not comply with ADC supplementary planning guidance October 2020 on parking (1 x bedroom dwelling requires 2 spaces therefore 4 required. Parking stated to be on street.</li> <li>2. In traffic assessment applicant has used West Sussex guidance on parking NOT ADC. This shows a 3-space requirement NOT the 4 that ADC policy states.</li> <li>3. FPC disputes the 31 spaces stated as being in Felpham Way. Parking is prohibited on the south side of Felpham Way. Parking is also prohibited west of the applicant's site as there is a roundabout. Thus, the only parking available is on the north side of Felpham Way to the east side of the applicant's site. Using the assessments own measurements, the 31 spaces require 188m without drop kerbs and access points. This would not be achieved prior to the parking controls starting on the north side of Felpham way west of the Southdown's pub nor is it within the 200m walking distance quoted as standard. 12 spaces required as overspill from current development.</li> <li>4. FPC disputes the 19 spaces stated in Summerley Lane. Parking is only permitted on the west side and with the</li> </ol>

			<p>introduction of speed ramps this number is reduced.</p> <p>5. The traffic Impact Assessment is flawed with incorrect counting, distances exceeded and incorrect assessment of numbers available in Felpham Way. Firs Avenue, Summerley Lane, Wick Lane, Clovelly Avenue and parts of Felpham Way are all greater than the 200 m distance quoted and thus should be discounted. FPC does NOT agree that the development parking demand can be accommodated safely on the local road network.</p> <p>6. States will comply with minimum space standard. RIBA state that a one-bedroom property with a double bed must be 50 m<sup>2</sup> – single bed space 37 m<sup>2</sup>. Drawing implies a single bed bedroom facility – units measure 47.2 m<sup>2</sup> and 46.1m<sup>2</sup>. Nothing to prohibit a double sized bed being squeezed in.</p> <p>Overdevelopment.</p> <p>7. Felpham Parish Council Traffic Survey (November 2021) indicates that daily, Monday to Friday, in excess of 17,000 vehicles travel past the location with some speeds in excess of 30mph and up to 55mph. The committee has concerns that residents with restricted mobility may require regular care visits and with no off road parking for visitors, given the location of the site, this could potentially be hazardous.</p>
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**PL 110. NEIGHBOURHOOD PLAN AND DESIGN GUIDE REVIEW:**

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

A meeting in preparation for the next review is booked for December 2022. It was confirmed by the Clerk that the date of the last review was deemed made by Arun District Council at their meeting on 17<sup>th</sup> March 2021.

**PL 111. BOGNOR REGIS GOLF CLUB**

Following the Main Council meeting of 1<sup>st</sup> March 2022, the date of the Extraordinary Planning Committee Meeting has been set as 19<sup>th</sup> March 2022 at 2pm. The Community Hall will be open from 12.30 pm to 2pm for members of the public to view plans. **County and District Councillors to be invited.** No comments can be made by councillors at this point. From 2pm the meeting will be opened, and the public will be advised that the presumption is currently for development to be successful. At 2pm there will be an hour to answer questions from the public and once again, councillors cannot comment at this point or indicate their views until the Planning Meeting has been held. At 3pm the committee will debate and councillors will then have the opportunity to state their viewpoints and a vote will be held at the end of the meeting for those on the Planning Committee to decide Felpham Parish Council's response to Arun District Council's Planning Department. The meeting is to be recorded and has been widely publicised. Clerk to speak with Shirley Quinlan and Solomon Agutu (Monitoring Officers from Arun District Council) prior to the meeting taking place. PCSO invited to attend.

**Councillor Dave Smart proposed that due to amount of administration and time required to draft a response, the responsibility for this be passed to the Chair of the Planning Committee and Clerk to draft a response based on the findings of the Planning Committee. This was seconded by Councillor Anne Barker and unanimously agreed by all councillors.**

**PL 112. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

None.

**PL 113. BUSINESS AT CHAIRMAN'S DISCRETION:**

None.

**PL 114. DATE OF NEXT MEETING: Tuesday 12<sup>th</sup> March 2022 at 18:15**

The meeting closed at 7.15pm

Signed.....

Date.....