

FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &
NEIGHBOURHOOD PLAN COMMITTEE
on **Tuesday 9th August 2022** at 6.15 p.m.

PRESENT: Councillors: Glen Hewlett, Graham Matthews, Anne Barker, Bob Budd, George Grundy, Ros Kissell, Graham Matthews
Councillors: Gloria Moss (Ex Officio)

PL 41. APOLOGIES FOR ABSENCE:

Councillors: Mary Harvey, Michael Harvey, Dave Smart, Jaine Wild

PL 42. ABSENCES WITHOUT APOLOGIES:

Councillor Paul English.

PL 43. DECLARATIONS OF INTEREST:

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

PL 44. QUESTION TIME:

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

PL 45. CLERK'S REPORT:

The Clerk's Report was distributed to councillors prior to the meeting and will be attached to the minutes. The Clerk outlined the contents of this report and correspondence received.

The comments from Arun District Council Tree Officer regarding the tree reports from Felpham Parish Council were noted and Councillors expressed their thanks to the Felpham Parish Council Tree Warden, Jon Bray, for his excellent work.

Councillor Glen Hewlett advised councillors of details of the judicial review regarding the plans to build 475 homes in the Goring Gap. A judgement was made by Mrs Justice Lang who "quashed" the go-ahead given by a public inquiry inspector to allow developer Persimmon Homes to build hundreds of houses at Chatsmore Farm (known locally as the "Goring Gap"). She ruled that the inspector had not fully considered the impacts of the large development, which would include the impact on the setting of the South Downs National Park.

To fight the case, Mrs Justice Lang cited legal precedent that "great weight should be given to conserving and enhancing landscape and scenic beauty" and ruled that for these development plans, such considerations were not made. However, developers Persimmon

could go to the Appeal Court, see a further inspectors review or ask to hold another public enquiry.

Councillor Glen Hewlett also noted that the prospectus from the West Sussex County Council Conservative candidate that states opposition to any further development unless infrastructure is included.

PL 46. CORRESPONDENCE:

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

- FP/85/22/HH - Replace existing conservatory glazed roof with solid tiled roof including rooflights and alterations to fenestration/openings - Cortez House 3 Courtlands Way Felpham PO22 6AW
- FP/83/22/T - 1no. Oak Tree (T1) Reduce low-crown spread on North aspect only by approximately 2metres, to leave 7metres when measured from garden boundary fence line. 1no. Ash Tree (T2) cut back to previous pruning points on North side of canopy to leave height approx. 18m and spread approx. 14m - 23 Hedgerow Close Felpham PO22 8BP
- FP/90/22/DOC - 7 Middleton Road - imposed under FP/184/20/PL relating to condition 5-charging of electric vehicles
- FP/88/22/DOC - Approval of details reserved by condition imposed under ref FP/48/22/HH relating to Condition No 3 - replacement of tree to be felled - 30 Limmer Lane, Felpham
- FP/99/22/CLP - Lawful development certificate for the proposed removal of an existing conservatory to be replaced with a new single storey extension sited on the footprint of the former conservatory - 49 Summerley Lane, Felpham
- FP/116/22/WS -Felpham Community College Felpham Way PO22 8EL - Demolition of existing caretakers lodge and erection of new single-storey building with external landscaping and associated works.
- FP/107/22/TC - Fernbank Cottage Waterloo Road Felpham PO22 7EH - Cons Area Tree 1no. Yew tree (T1) - 1-2m crown reduction to growth points leaving tree 9m high and 8m in spread in Felpham conservation area.
- FP/111/22/T - 12 The Midway Felpham PO22 7HA - 1no. Horse Chestnut tree crown is to be thinned by 20% and height reduced by 2.5m leaving tree 14m high, no change in spread.
- FP/113/22/T - 17 Bala Crescent Felpham PO22 8LY - Oak tree (T1) reduce over hanging branches on the easterly aspect by 1.5 - 2m leaving a radial spread of 8-10 metres.
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(ii) Members noted that the following application had been **refused** by Arun District Council since the last meeting.

- FP/122/22/NMA - Non-material amendment following grant of FP/63/22/HH to move the doors/space further into the garden, incorporate a small window into the North Elevation and exposed ceiling joists and soffit and place - 28 Hedgeway, Felpham

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

None

PL 47. PLANNING APPLICATIONS:

FP/127/22/PL	Flat at The Old Barn 42 Felpham Road Felpham PO22 7DF	Construction of boundary wall. This site is in CIL Zone 4 (Zero Rated) as other development	No objection provided that care is taken when the proposed wall is joined to the existing wall to ensure that no damage is caused.
FP/125/22/HH	12 Warwick Place Felpham PO22 7PX	Single storey rear and side extension	No objection
FP/120/22/HH	53 Berewecke Road Felpham PO22 7EG	Conversion of garage to habitable use with addition of first floor over, including installation of side link.	Felpham Parish Council object on the following grounds: There is no one metre break between the first-floor level and the boundary. Overdevelopment of the site. The development is not in keeping with and has a negative overbearing impact on the street scene.
FP/128/22/HH	6 Davenport Road Felpham PO22 7JP	Single storey front garage extension	No objection.
FP/122/22/NM A	28 Hedgeway Felpham PO22 7QY	Non-material amendment following grant of FP/63/22/HH to move the doors/space further into the garden, incorporate a small window into the North Elevation and exposed ceiling joists and soffit and place the insulation on top of the structural roof this will add in the region of 200-250mm	No objection.

FP/132/22/NM A	119 Felpham Way Felpham PO22 8QB	Non-material amendment following grant of FP/289/17/HH for the revision of zinc cladding to dormer roof and dormer face / cheeks to felt flat roof and cedar cladding ref C15 Dark Grey.	No objection.
FP/95/22/HH	35 Downview Road Felpham PO22 8HH	Erection of two storey rear and part single, part two storey side extension, installation of front canopy and conversion of loft to habitable use.	No objection providing that the laundry/bathroom windows are fitted with obscure glass.
FP/121/22/HH	10 Wyke Lane North Felpham PO22 8LE	Erection of single storey front/side extension and first floor side extension, following the demolition of existing detached garage.	No objection.
FP/133/22/HH	7 Lindsey Court Felpham PO22 8JQ	Erection of self-contained annexe in rear.	<p>Felpham Parish Council object on the following grounds:</p> <p>It is not possible to confirm off of the drawings that the laid down minimum internal space standards have been achieved.</p> <p>Access requirements to the annexe are not confirmed.</p> <p>In line with Arun District Council policy, it is not confirmed that there are two additional parking spaces for the annexe.</p> <p>Felpham Parish Council are concerned about the potential overdevelopment of the site.</p> <p>Comments from Felpham Parish Council Tree Warden:</p> <p>Following a site visit, I agree with the findings of the arboricultural report, which was required by Arun District Council following an</p>

			objection from a neighbour. It is unlikely there will be further impact (of the proposed single storey self-contained annex) to the six surveyed trees (including those with TPOs), beyond the site activity of the existing dwelling.
FP/134/22/HH	12 The Midway Felpham PO22 7HA	Single storey front extension and conversion of garage to habitable use.	No objection.
FP/135/22/HH	15 South Drive Felpham PO22 7PY	Erection of two storey side and two storey rear extensions.	Felpham Parish Council object on the grounds that it is not clear at first floor level that the development is one metre from the boundary.
FP/136/22/T	Greentops 8 Innerwyke Close Felpham PO22 8PY	1no. Yew Tree (T1) currently 12m high and 6m spread, reduce by 2-3m all around to correct pruning points.	Comments from Felpham Parish Council Tree Warden: The proposed application requests to reduce the yew tree (currently approx. 12m high / 6m wide) by 2-3m all round seems somewhat appropriate. It is visibly beginning to encroach on the applicant's property, onto the highway and into the neighbour's boundary. Given the size and age of this yew, the applicant/homeowner should ensure the works are carried out sympathetically and do not cause harm to the health of the tree.

PL 48. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:

FP/140/22/PDH	39 The Hartings Felpham PO22 6QF	Proposal Notification under extended permitted development rights for a single storey rear extension with roof lantern and parapet wall measuring 5m from beyond the rear wall of the original dwelling house, with maximum	Felpham Parish Council object on the grounds that the standard of drawings is not sufficient to make an informed planning decision.
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		height of 3.8m and eaves height of 2.95m.	
FP/145/22/DOC	10 Felpham Gardens Felpham PO22 8QS	Approval of details reserved by condition imposed under FP/61/20/PL relating to conditions 3-schedule of materials and finishes, 4-surface water drainage, 7-energy efficiency and 13-hard and soft landscaping.	No objection.

PL 48. TO APPROVE THE STATEMENT TO BE MADE BY FPC RE BOGNOR GOLF COURSE

Councillor Glen Hewlett advised councillors that the hearing for the Bognor Regis Golf Club application is potentially on August 24th and that a Felpham Parish Councillor should attend the meeting. Councillor Dave Smart will attend if the meeting takes place on this date.

Intended statements to be read out by a nominated Felpham Parish Council representative at the Arun District Council Planning meeting where the applications will be discussed, was circulated to all councillors prior to the meeting. There is an expected 3-minute time limit, and the statements meet that criterion.

Councillor Glen Hewlett proposed that the statements are approved by the committee to be read on behalf of Felpham Parish Council at the Arun District Council Planning meeting. This was seconded by Councillor Anne Barker and unanimously agreed.

PL 49. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

Councillor Anne Barker requested that the Neighbourhood Plan be placed on the agenda of future meetings. Maureen Chaffe to be invited to attend a meeting to advise councillors on the Neighbourhood Plan review.

Councillor Graham Matthews advised councillors that the Arun Local Plan is currently paused for six months and is not expected to be reviewed until June 2024.

Councillor Bob Budd suggested that the review may present an opportunity for Felpham Parish Council to engage with the public.

PL 50. BUSINESS AT CHAIRMAN'S DISCRETION:

None

PL 51. DATE OF NEXT MEETING: Tuesday 13th September 2022 18:15

The meeting closed at 19.38 pm

Signed.....

Date.....

**PLANNING & LICENCING ADVISORY COMMITTEE & NEIGHBOURHOOD PLAN
COMMITTEE
Clerks Report August 2022**

PL 37: Bognor Regis Golf Course

Clerk to update website, minutes and Felpham Matters to advise that: Felpham Parish Council have received notification of numerous documents related to both applications. This was discussed at the Planning & Licencing Advisory Committee meeting on 12th July 2022, and we encourage people to comment as they see fit.

Existing objections will still count, and new objections should be based on the new documents issued.

Felpham Matters and website updated

Ongoing correspondence received from a member of the public regarding the application, available in Meeting Associated documents and link circulated to all councillors.

PL 25: Proposed Compliance Strategy Arun District Council Planning Department

MC 54

- Felpham Parish Council response sent to Arun District Council.
- Felpham Parish Council response copied to all District Councillors 6th July 2022
- From: Juan Baeza <Juan.Baeza@arun.gov.uk>

Sent: 15 July 2022 13:35

Subject: FW: New proposed Compliance Strategy

Dear Clerks,

Thank you for the comments you have made on the Council's proposed revised enforcement Strategy. I can confirm that the report will be taken back for a decision to the August Planning Committee together with your Parishes/Town Council comments as requested by Committee members in March.

A perception from a number of the responses is that the revisions are proposed as a response to the Enforcement staff shortages that are currently being experienced. It was made clear to Members at their March committee that the changes are centred around making the best use of the resources we have when fully complemented and not about how to best address the staff shortages currently being experienced. In fact we have now secured some external contracts where cases that had been held in abeyance are being investigated. Also another round of recruitment will soon be carried out to secure permanent replacements for those vacant posts.

Regards

- **Response sent back to ADC and copied to all Clerks**

From: Clerk <N.Meaney@felphampc.gov.uk> on behalf of Clerk

Sent on: Tuesday, July 19, 2022 2:23:43 PM

To: Juan Baeza <Juan.Baeza@arun.gov.uk>

Subject: RE: New proposed Compliance Strategy

Dear Juan

Thank you for your email regarding comments made on the Council's proposed revised enforcement Strategy.

The document is written in such a way as to infer justification for being "selective" in relation to enforcement action that may be taken, and that it is linked to the availability of qualified people to undertake this work. This has therefore aroused concern amongst those who responded.

Notwithstanding the comments about the staffing being addressed, if Arun District Council still plan to be selective about the breaches that they will investigate and act on, it clearly indicates that even if all posts are filled, there are insufficient people to carry out what is clearly a vital activity. This is something which, as the planning authority, you have an obligation to undertake, carefully and robustly review, and if a breach is identified take action. These matters are really important for those residents who may be affected by or have submitted their concerns and they deserve to expect their council to respond accordingly.

Given the significant amount of development planned over the coming years over and above today's levels, which it would appear already cannot be coped with, staffing levels looking forward need to be considered now and increased to ensure that the potential increase can be effectively dealt with.

Kind regards

Nicola Meaney
Clerk to Felpham Parish Council

Felpham Community Hall
PO22 8FA

Felpham Parish Council Tree Warden Report submitted to ADC:

Mark Warwick ADC Tree Officer commented that 'this is the first time I have received such a report from a Parish Council Tree Warden and the information is helpful. I try to visit all trees subject of an application prior to submitting my own report to the area planning teams, although occasionally it is not always possible to do so in good time. Quality photographs and informed comment can be an effective substitute in those instances'.

Letters received from public regarding planning applications:

FP/114/22/TEL	Verge at junction of Middleton Road and Park Drive Felpham PO22 6RJ	Prior Notification under Schedule 2 Part 16 Class A for proposed 5G telecoms installation, H3G street pole and additional equipment cabinets.	No objection.
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Letter received and response sent. Copies available in Meeting Associated Documents (link circulated to all councillors).

WSSC/019/22	Felpham Community College, Felpham Way, West Sussex, PO22 8EL	Demolition of existing caretakers lodge and erection of new single-storey building with external landscaping and associated works	No objection but Felpham Parish Council are concerned about the proximity of the footpath and accessway in Drygrounds Lane.
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Letter received and response sent. Copies available in Meeting Associated Documents (link circulated to all councillors).

NOTIFICATION FROM ARUN DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACT 1990

Application No: FP/116/22/WS
Site Address: Felpham Community College Felpham Way PO22 8EL
Grid Reference: 494854 100108
Category: West Sussex Cons
Description of Works: Demolition of existing caretakers lodge and erection of new single-storey building with external landscaping and associated works.

I refer to your representations in connection with this proposal and am able to inform you that after careful consideration by the Council a decision has been made.

Thank you for your recent application as above. I am able to inform you that this Authority has no objection.

Felpham Parish Council provided no objection.

1 letter of objection has been received from a nearby occupier.

- This is a historical building which has been in Felpham for years.
- There is a conflict of interest with the report conducted by WSSC who wish to demolish the building.

We have yet to receive a comment from our Environmental Health Team. Therefore we make no objection to the application.

I trust this information is of assistance to you.