

**FELPHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &**  
**NEIGHBOURHOOD PLAN COMMITTEE**  
on **Tuesday 11<sup>th</sup> October 2022** at 6.15 p.m.

**PRESENT:** Councillors: Glen Hewlett, Graham Matthews, Anne Barker, Bob Budd, Paul English, George Grundy, Mary Harvey, Michael Harvey, Ros Kissell, Jaine Wild  
Councillors: Gloria Moss (Ex Officio)

**PL 52. APOLOGIES FOR ABSENCE:**

Councillor Dave Smart

**PL 53. ABSENCES WITHOUT APOLOGIES:**

None

**PL 54. DECLARATIONS OF INTEREST:**

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

**PL 55. QUESTION TIME:**

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

**PL 56. 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.

Councillor Glen Hewlett advised councillors that under delegated powers responses had been sent to Arun District Council Planning Department to the applications last month, including an objection which was outlined to the committee and is contained in the Clerk's report.

**PL 57. CORRESPONDENCE:**

- (i) Members noted that the following applications had been **approved** by Arun District Council since the last meeting:
- FP/145/22/DOC - 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 - 10 Felpham Gardens Felpham
  - FP/100/22/HH - Single storey rear extension and alterations to fenestration - 32 Links Avenue Felpham

- FP/107/22/TC - 1no. Yew tree (T1) - 1-2m crown reduction to growth points leaving tree 9m high and 8m in spread in Felpham conservation area - Fernbank Cottage, Waterloo Road Felpham
- FP/108/22/HH - Erection of single storey rear extension following demolition of existing rear Conservatory -16 Whitelands Felpham
- FP/111/22/T - 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 - 12 The Midway, Felpham
- FP/113/22/T Oak tree (T1) - reduce over hanging branches on the easterly aspect by 1.5 - 2m leaving a radial spread of 8-10 metres - 17 Bala Crescent, Felpham
- FP/114/22/TEL - Prior Notification under Schedule 2 Part 16 Class A for proposed 5G telecoms installation, H3G street pole and additional equipment cabinets. Verge at junction of Middleton Road and Park Drive Felpham (No Objection subject to conditions).
- FP/115/22/DOC - Approval of details reserved by condition imposed under ref FP/14/22/PL relating to Condition Nos 6 - Biodiversity Net Gain and 7 - decentralised, renewable and low carbon energy - The Old Barn 42 Felpham Road Felpham
- FP/118/22/PL Variation of condition following FP/113/21/HH relating to Condition No 2 - approved plans - 14 Davenport Road Felpham
- FP/125/22/HH - Single storey rear and side extension - 12 Warwick Place, Felpham
- FP/128/22/HH - Single storey front garage extension - 6 Davenport Road, Felpham
- FP/136/22/T - 1no. Yew Tree (T1) currently 12m high and 6m spread, remove/reduce branches as necessary to achieve a maximum of 2m clearance from building and fixtures. Crown lift (removal/reduction of low branches) to achieve a maximum of: 2.5m overhead clearance on all aspects and 4m above carriageway – Greentops, 8 Innerwyke Close, Felpham
- FP/153/22/NMA - Non-material amendment following grant of FP/45/22/HH for omission of the study room extension - Fleet Cottage, The Ridgway, Felpham
- FP/134/22/HH - Single storey front extension and conversion of garage to habitable use - 12 The Midway, Felpham
- FP/140/22/PDH - 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 height of 3.8m and eaves height of 2.95m - 39 The Hartings, Felpham
- FP/150/22/NMA - Non-material amendment following grant of FP/5/22/HH for the reorientation of external staircase - 128 Limmer Lane, Felpham
- FP/133/22/HH - Erection of self contained annexe in rear - 7 Lindsey Court, Felpham
- FP/145/22/DOC Approval of details reserved by condition imposed under W/4001528 (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.10 Felpham Gardens Felpham

(ii) Members noted that the following applications had been **refused** by Arun District Council since the last meeting.

- FP/127/22/PL - Construction of boundary wall. This site is in CIL Zone 4 (Zero Rated) as other development - Flat at The Old Barn 42 Felpham Road Felpham PO22 7DF
- FP/120/22/HH - Conversion of garage to habitable use with addition of first floor over, including installation of side link - 53 Bereweeke Road, Felpham

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

- FP/132/22/NMA - 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 - 119 Felpham Way Felpham
- FP/121/22/HH - Erection of single storey front/side extension and first floor side extension, following the demolition of existing detached garage - 10 Wyke Lane North, Felpham
- FP/95/22/HH - Erection of two storey rear and part single, part two storey side extension, installation of front canopy and conversion of loft to habitable use - 35 Downview Road, Felpham
- FP/135/22/HH - Erection of two storey side and two storey rear extensions - 15 South Drive, Felpham

#### **PL 58. PLANNING APPLICATIONS:**

<b>FP/166/22/HH</b>	39 Lindsey Court Felpham PO22 8JQ	Construction of a single storey annexe.	No objection
<b>FP/172/22/T</b>	7 Rife Way Felpham PO22 7BN	Various works to 1 No. Cedar Tree (T1).	No objection: Comments from Tree Warden
<b>FP/171/22/T</b>	Ground Floor Flat 54 Outerwyke Road Felpham PO22 8NF	1 No. Monterey Cypress (T1) - shorten selected small-diameter branch tips (by 2m-3m) in northern sector of crown (at 12m-14m above ground level) to leave final spread approx. 7m-8m. 1 No. Monterey Cypress (T2) - shorten selected small-diameter branch tips (by 2m-3m) in south-west sector of crown (from 4m-12m above ground level) to leave final spread approx. 7m-8m.	No objection: Comments from Tree Warden
<b>FP/180/22/TC</b>	17 Limmer Lane Felpham PO22 7ET	1 No. Walnut Tree - Crown Reduction leaving height at approx. 5m and spread approx. 5m. within the Felpham Conservation Area	No objection: Comments from Tree Warden
<b>FP/177/22/T</b>	The Ridings 4A Wedgwood Road Felpham PO22 7JF	3 No. English Oak trees (T1, T2 & T3) - shorten tips of multi-stemmed regrowth from dormant buds (by 1.5m to 2m) at old pruning points.	No objection

**PL 59. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

<b>FP/182/22/HH</b>	2 Croft Way Felpham PO22 6AP	First floor side extension.	No objection
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**PL 60. BOGNOR REGIS GOLF CLUB**

**FP/274/21/OUT, M/16/22/PL**

Councillor Glen Hewlett advised the committee that further information is being added to the planning application all the time and that West Sussex Highways response in July withdraws their objection to the work on Downview Road junction stating that the planned rephasing queues means that queues will be significantly reduced.

Councillor Hewlett advised that this rephasing significantly increases the risk to pedestrians with the pedestrian refuges being overloaded. The peak queue lengths of 163 equates to 32 cars using average car length of 5m heading from the lights towards Butlins and 258m equates to 51 cars queuing towards the Southdown Pub from the lights. This is unacceptable and takes Felpham back to the traffic situation prior to the bypass being built.

Councillor Glen Hewlett proposed that Felpham Parish Council draft and lodge a further objection to the proposal as follows: **Felpham Parish Council have discussed West Sussex County Council Highway's final response to the traffic impact at Downview Road junction with the B2259 and are deeply disappointed in the response and strongly object to the acceptance of the application. Felpham Parish Council further find that the mitigated queue lengths are totally unacceptable to Felpham Parish Council on behalf of the village.**

**Felpham Parish Council are highly concerned at the increased risk to the health and safety of pedestrians and cyclists that the rephasing of the traffic lights will cause and this proposal undermines all the risk management solutions that have been implemented as a result of the number of previous incidences including fatalities. Felpham Parish Council believe that this proposal takes the village back to the situation that it had prior to the construction of the Charles Purley Way and are deeply disappointed that the mitigation works that took place following the Blakes Mead development will now be negated.**

Councillor Glen Hewlett further proposed that this objection be published on social media sites: Felpham Matters, Middleton and Elmer Matters, Bognor Regis Matters and the Felpham Parish Council website.

The committee unanimously agreed and thanked Councillor Glen Hewlett for his work on this.

**PL 61. BUDGET SETTING**

Councillor Glen Hewlett advised the committee that the Neighbourhood Plan budget was held in earmarked reserves.

**PL 62. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

None

**PL 63. BUSINESS AT CHAIRMAN'S DISCRETION:**

None

**PL 64. DATE OF NEXT MEETING: Tuesday 8<sup>th</sup> November 2022 18:15**

The meeting closed at 7.10 pm

**Signed**.....

**Date**.....

**PLANNING & LICENCING ADVISORY COMMITTEE & NEIGHBOURHOOD PLAN  
COMMITTEE  
Clerk's Report October 2022**

Planning application response in September:

[FP/155/22/PL](#)

Land to Rear of 107 Felpham Way Felpham PO22 8QB

Construction of a detached 1 No 2 bed dwelling with electric mobility scooter/cycle & refuse storage facilities (resubmission following FP/31/22/PL). This application is in CIL Zone 4 and CIL Liable as a new dwelling.

Site runs to Flax Mean with access down east side of current building of commercial units with flats on top. This application replaces the previous one which was for 2 x side detached 1 bedroom units. This application is for 1 x 2 bedded unit. Access is implied to be Felpham Way as door is on south elevation. No parking provided (ADC policy states should be 3) and expecting the same argument as for the flats and commercial units that there is sufficient within 200m on street parking. Argument is made that this property will not attract car users and will be marketed as "car free" – not sure how that is monitored now or in the future. Survey shows capacity of 94 spaces on local roads (predominantly Felpham Way 31 spaces = 186m. Can't go west due to junctions, roundabout etc) and is the same argument as before. Fire tenders will access via Flax Mean as can get to within 45m of property as required under Building regulations. Building size = 81.4m<sup>2</sup> (minimum 70m<sup>2</sup>).

Comments by: 22.09.22

Decision by: 12.10.22

**Objection** – No onsite parking provision in accordance with ADC policy.

-Overdevelopment of site

-Not possible to manage statement that there will be no parking requirement generated

by this site thus

statement is irrelevant

- Domestic development not in keeping with street scene

- Application ignores the parking concerns raised at ADC Development Control Committee

made when

application for development of commercial units was discussed.

FPC has been consistent in its opposition to development of this site in numerous different applications when no parking allocation (in contravention to ADC Policy) has been made. Off Site Parking in the local roads has, in FPC opinion, been the chosen proposal not a fallback or last resort option.

**To All Consultees**  
**BY EMAIL**  
**7 October 2022**

**Dear Sir/Madam**

**TOWN AND COUNTRY PLANNING ACT 1990**  
**TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015**  
**APPLICATION MADE UNDER REGULATION 3**

Application Number    WSCC/019/22  
Location               Felpham Community College, Felpham Way, West Sussex, PO22 8EL  
Proposal               Demolition of existing caretakers lodge and erection of new single-storey building with external landscaping and associated works

With reference to our correspondence about the above application, I can now advise that it has been granted planning permission subject to conditions.

Details are available on our website:

<https://westsussex.planning-register.co.uk/planning/display/WSCC/019/22>

Yours faithfully

Tyra Money  
County Planning  
Email: [tyra.money@westsussex.gov.uk](mailto:tyra.money@westsussex.gov.uk)  
Phone: 0330 222 3143

**NOTICE OF MODIFICATION ORDER**  
**SECTION 53 OF THE WILDLIFE AND COUNTRYSIDE ACT 1981**

**WEST SUSSEX COUNTY COUNCIL**  
**DEFINITIVE MAP AND STATEMENT FOR CHICHESTER**

The West Sussex County Council (Chichester - No.1 (Felpham: (addition of public footpaths)) Definitive Map Modification Order 2022

The above Order made on 4th October 2022 if confirmed as made, will modify the Definitive Map and Statement for the area by:

(1) The addition of a footpath commencing from Brigham Place (grid reference 496753, 099767) with a width of 1.5 metres, and proceeding in a south-easterly direction for 17.5 metres, then turning east for a distance of 10.5 metres, then turning south for a distance of 52 metres to grid reference 496780, 099703 before the path turns west along Sea Drive for a distance of 405.3 metres with a width varying between 5.5 metres and 18.3 metres to grid reference 496379, 099654 on The Loop, where it narrows to 1 metre and turns south for 51 metres to grid reference 496375, 099603.

(2) The addition of a footpath commencing on Hinde Road (grid reference 496564, 099926), proceeding south-west for 24.8 metres with a width of 2.6 metres, then widening over the course of 5.5 metres to a width of 3.2 metres and continuing for 55.1 metres further to a junction with Burley Road (at grid reference 496520, 099853) before the path turns south-east and continues 216.2 metres along Burley Road with a starting width of 12 metres, widening to 12.5 metres, to grid reference 496637, 099680 before the path then turns east along Sea Drive for 11 metres with a width of 12.5 metres to grid reference 496648, 099681

then turns south for 55.4 metres with a width of 1.5 metres narrowing gradually to 1.2 metres, to grid reference 496653, 0996257.

(3) The addition of a footpath commencing on Rudwick Way (grid reference 496520, 099853) and proceeding for 100 metres south-west along Rudwick Way with a width of 13.3 metres, narrowing gradually to 12.2 metres, to the junction with Crossbush Road at grid reference 496462, 099773 before the path follows the curve of Crossbush Road for 179.2 metres in a generally westerly direction with a starting width of 12.2 metres, narrowing gradually to 10.4 metres, to grid reference 496292, 099764. The path then turns south-east for 11 metres, starting at 2 metres wide and widening to 2.9 metres to grid reference 496298, 099753 before turning south-west for 31.1 metres with a starting width of 1.4 metres, increasing to 1.7 metres at grid reference 496283, 099726, where it turns south-south-east for a distance of 5 metres and a width of 2.1 metres to grid reference 496285, 099721 on Jacken Close and the path then proceeds generally south for 116.8 metres, with a width varying between 6.2 and 13.9 metres, to grid reference 496256, 099611, where it joins BW3043/1.

A copy of the Order and the Order Map may be seen free of charge, by prior appointment, at the office of the Legal Services, County Hall, Chichester, PO19, 1RQ. A copy of the Order and Map may be purchased for £5.00 from Legal Services.

Any representation or objection relating to the Order must be sent in writing to the Director of Law and Assurance County Hall, Chichester, West Sussex PO19 1RQ or [legal.services@westsussex.gov.uk](mailto:legal.services@westsussex.gov.uk) (quote ref CC803.15695) not later than 24th November 2022. Applicants are requested to state the grounds on which it is made. Any representations or objections to the Order will be kept on a file that is open to the public.

If no representations or objections are duly made to the Order, and if any so made are withdrawn, the West Sussex County Council, instead of submitting the Order to the Secretary of State for Environment, Food and Rural Affairs, may itself confirm the Order. If the Order is submitted to the Secretary of State any representations or objections which have been duly made and not withdrawn, will be sent with it. (Objections will be held on a public file and while personal details will be omitted on request, they will become publicly available if and when the Order is sent to the Secretary of State).

Dated this 4th October 2022

Tony Kershaw  
Director of Law & Assurance