

**FELPHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &**  
**NEIGHBOURHOOD PLAN COMMITTEE**  
on **TUESDAY 13<sup>TH</sup> JUNE 2023** at 6.15 p.m.

**PRESENT:** Councillors: Glen Hewlett, Bob Budd, Tom Harty, Russ Marsden-Sear, Graham Page, Rick Parker

Councillor Jane Parker and Councillor Jacki Burton were present in the public gallery.

**PL 12. APOLOGIES FOR ABSENCE:**

None

**ABSENCES WITHOUT APOLOGIES:**

None

**PL 13. DECLARATIONS OF INTEREST:**

Bob Budd declared that he was a member of Bognor Regis Golf Club.

**PL 14. QUESTION TIME:**

There were two members of the public present and questions had been sent in advance and are shown below with responses given:

FP/77/23/PL - Land South of A259 and off Stanhorn Grove Felpham  
Proposed landscaped open space with fencing and parking in lieu of provision of sports facilities on site (Re-submission following FP/248/20/PL). This is a dual parish application with Yapton Parish Council and is in CIL Zone 4 (zero rated) as other development.

1. *What mitigation will be provided to prevent any unauthorised access to the site during its construction?*  
This will be the responsibility of the successful contractor during the period of construction under CDM regulations.
2. *What actions will be in place to prohibit the occupation of the land by unauthorised persons or vehicles once construction is complete?*  
Presuming that the land will be transferred to Arun District Council in lieu of the originally proposed sports field, it will be the responsibility of Arun District Council as with other parklands under its ownership. However, the proposed ownership and thus responsibility needs to be tested. Comments are required by 29/06/23.
3. *What actions will be in place to prevent any form of anti-social behaviour, overnight use, including that associated with excessive noise, vehicles, caravans, overnight trailers, tents, parties? This list is not exhaustive but is intended to ensure residents are not negatively affected by this application and the subsequent use of the land and facilities.*  
It would be reasonable to assume that if Arun District Council are the owners, they will make similar arrangements to those of the other parks under their ownership. This is primarily for vehicular traffic. This assumption should be tested.

4. *In relation to point c will by-laws, or other suitable legislation, be put in place to allow speedy corrective action should it be needed?*

If Arun District Council are responsible, procedures and statutory acts are already in place to take legal steps if required to remove trespassers.

5. *Who will be responsible for the ongoing costs of maintenance of the whole site, including the roads, car parking, landscaping, grass cutting, hedge management, trees, wildlife/habitat management, and waste clearing?*

This is not clear as part of this application as to whether it is purely the land that is transferred, or whether the land is transferred with funds for limited maintenance over a number of years as per the Community Centre. Whoever is deemed to be the owner, would be responsible for the maintenance of that area unless another agreement between ADC and the developer is reached.

6. This application does not detail the variation required for the s106 agreement to permit the works to progress, the transfer to take place and the level of compensation negotiated in lieu of the sports facilities. These are not planning items, but they could be tested by the Parish Council separately.

7. *Can I ask for clarification as to why this is a joint application with Yapton Parish?*

When the original planning application was made in circa 2005, part of the land on which the proposed developments would take place was in the parish of Yapton. Thus, when the application was passed with the relevant s106 AND s278 agreements, this was for both parishes. Subsequently, the land that was in Yapton, was with mutual agreement transferred to Felpham. However, the development of the area is required to satisfy the original application and thus this has to be a mutual application. Mapping still shows part of this site as being situated within the boundaries of Yapton parish.

Clerk to draft letter accompanying Felpham Parish Council Planning Committee comments on this application.

Councillor Russ Marsden-Sear commented on the need for good communication by Arun District Council with residents during construction and suggested that Felpham Parish Council may be able to assist with this.

#### **PL 15. CLERK'S REPORT:**

No report

#### **PL 16. CORRESPONDENCE:**

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

- FP/44/23/T- 1 No. Ash Tree (T1) re-pollard back to previous pollard points leaving the height at 12m and spread at 10m. 1 No. Oak Tree (T2) re-pollard back to previous points leaving the height at 12m and spread at 10m - 12 Bala Crescent, Felpham
- FP/46/23/HH Timber frame outbuilding on a concrete base in the rear of garden - 26 Outerwyke Road, Felpham
- FP/64/23/NMA Non-material amendment following grant of FP/232/21/HH for 2 No. high level window frames in the south elevation - 63 Downview Road, Felpham
- FP/66/23/NMA Non-material amendment following grant of FP/28/20/HH to change front extension roof to dummy pitched roof, extend roof over oak posts on brick bases and decrease width of sidelights to front door - 23 Middleton Road, Felpham

- FP/51/23/HH - Removal of garage and construction of single-storey side extension and front porch - 73 Outerwyke Road, Felpham
- FP/59/23/T - Fell 1 No. Ash tree (T1) - 23 Normans Drive, Felpham

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

(iii) Members noted that no applications had been **withdrawn** since the last meeting:

**PL 18. PLANNING APPLICATIONS:**

<b>FP/70/23/PL</b>	19 Pennyfields Felpham PO22 6BN	Variation of condition following FP/198/21/HH relating to Condition No. 3 - colour of cladding.	<b>No objection</b>
<b>FP/74/23/TC</b>	Fernbank Cottage Waterloo Road Felpham PO22 7EH	1 No. Bay Tree (T1) height reduction to 7m and spread reduction to 6m in the Felpham Conservation Area.	<b>No objection</b>
<b>FP/75/23/HH</b>	14 Davenport Road Felpham PO22 7JR	Installation of pre-cast concrete external staircase for access from existing first-floor balcony to garden.	<b>No objection</b>
<b>FP/77/23/PL</b>	Land South of A259 and off Stanhorn Grove Felpham	Proposed landscaped open space with fencing and parking in lieu of provision of sports facilities on site (Re-submission following FP/248/20/PL). This is a dual parish application with Yapton Parish Council and is in CIL Zone 4 (zero rated) as other development	<b>No objection</b>
<b>FP/62/23/HH</b>	31 Downview Road, Felpham PO2 2 8HQ	Readvertisement due to amended description.	<b>No objection but clarification required as to whether the CIL form has been updated.</b>

		Single storey rear extension, replace front window with door following the removal of side door	
<b>FP/72/23/HH</b>	34 Wroxham Way Felpham PO22 8EW	Single story front extension	<b>No objection</b>
<b>FP/81/23/PL</b>	8 North Way Felpham PO22 7BS	Demolition of existing detached bungalow, construction of new detached chalet bungalow. This application is in CIL Zone 4 and is CIL Liable as new dwelling.	<b>No objection</b>

**PL 17. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

None

**PL 18. NOTIFICATION OF AN APPEAL - FP/84/22/PL**

Councillor Glen Hewlett outlined previous applications and Felpham Parish Council objections which will proceed to the Inspector.

**Clerk to reiterate previous comments via Planning Portal.**

Councillor Graham Page advised the committee that amended drawings had now been submitted for application FP/67/23/HH - 23 Middleton Road - Erection of double garage, but that the height is still unclear. **Clerk to add comment to original objection stating that this is the case.**

**PL 19. BOGNOR REGIS GOLF CLUB**

Councillors discussed the application and Felpham Parish Council objections.

Councillor Glen Hewlett advised the committee that there has been an extension of time for determination to 7<sup>th</sup> September.

**A technical note regarding the A259 link review has also been added to the file and will be circulated to all councillors by the Clerk.**

M/16/22/PL – Drainage external engineer's response holds the previous objection until further information is received.

**Clerk to circulate statement prepared by previous councillors to all councillors and this will now form an agenda item for Main Council.**

Councillor Glen Hewlett requested a reserve who will read the statement at the Arun District Council Planning Committee meeting should he not be available.

**PL 20. RAMPION 2**

Councillor Glen Hewlett advised councillors that he will be attending a Rampion 2 meeting on 14/06/23 as the Felpham Parish Council representative during the consultation process. The scheme will be launched Sep/Oct for public consultation.

Felpham Parish Council have not made a decision as to their stance, as it was previously felt that it was not right to do so without holding a referendum to gather the views of residents. Felpham Parish Council will continue to provide information via the website and encourage residents to comment.

**PL 21. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

Councillor Glen Hewlett offered his thanks to Jon Bray, the previous Felpham Parish Council Tree Warden, for all his hard work during the past two years.

Councillor Russ Marsden-Sear offered his thanks to the Chair and Vice Chair of the Planning Committee and commented on their extensive knowledge and expertise.

**DATE OF NEXT MEETING: Tuesday 11<sup>th</sup> July 2023**

The meeting closed at 7.20 pm.

**Signed.....**

**Date.....**