

**FELPHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &**  
**NEIGHBOURHOOD PLAN COMMITTEE**  
on **TUESDAY 11<sup>TH</sup> JULY 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 22. APOLOGIES FOR ABSENCE:**

None

**ABSENCES WITHOUT APOLOGIES:**

None

**PL 23. DECLARATIONS OF INTEREST:**

Councillor Bob Budd declared an interest in FP/84/23/HH and Bognor Regis Golf Club.

Councillor Russ Marsden-Sear declared an interest in FP/102/23/HH

**PL 24. QUESTION TIME:**

Four members of the public were present, and questions had been submitted in advance relating to FP/77/23/PL & FP/104/22/PL (See PL.30).

**PL 25. CLERK'S REPORT:**

Attached to minutes.

**PL 26. CORRESPONDENCE:**

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

- FP/41/23/PO - Application to modify Clause 1 in the Section 52 dated 8/7/86 linked to planning permission FP/36/86 for Flat 2 Gateway Lodge - Flat 2 Gateway Lodge, Felpham Road, Bognor Regis
- FP/53/23/HH - Single storey front extension and two storey side extension - 132 Flansham Lane, Felpham
- FP/54/23/HH - Proposed entrance lobby and conservatory, replacement of garage and lobby roof and South facing balcony - 116 Limmer Lane, Felpham
- FP/55/23/HH - Single storey side extension to replace existing sun room and replacement of window on South elevation with patio doors - 32 New Barn Lane, Felpham

- FP/60/23/T - 1 No. Oak Tree (T1) crown reduction to previous points on the north/east aspects by 1.5 m leaving a radial spread of 8-10 m - 19 Hedgerow Close, Felpham
- FP/62/23/HH - Single storey rear extension, replace front window with door following the removal of side door - 31 Downview Road Felpham PO22 8HQ
- FP/74/23/TC 1 No. Bay Tree (T1) height reduction to 7m and spread reduction to 6m in the
- Felpham Conservation Area - Fernbank Cottage, Waterloo Road, Felpham
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(ii) Members noted that no applications had been **refused** by Arun District Council since the last meeting:

(iii) Members noted that the following application had been **withdrawn** since the last meeting:

- FP/67/23/HH - Erection of double garage - 23 Middleton Road, Felpham

## PL 27. PLANNING APPLICATIONS:

<b>FP/84/23/HH</b>	22 Glynde Crescent Felpham PO22 8HT	Part single, part two storey side and rear extensions, following demolition of existing conservatory.	<p>Application FP/5/23/HH was previously refused by Arun District Council and Felpham Parish Council had lodged objections.</p> <p><b>Object:</b></p> <p><b>Felpham Parish Council wish to object to this application on the grounds of conflict with Neighbourhood Plan Policy ESD1 and Arun Local Plan D DM1/D DM4:</b></p> <p><b>Overdevelopment of the site and concerns around the number of developments that have taken place.</b></p> <p><b>Concerns over whether the extension is subservient to the building as a whole.</b></p> <p>Councillor Bob Bud thanked County Councillor Gill Madeley for her help and advice.</p>
<b>FP/83/23/HH</b>	9 Wordsworth Gardens Felpham PO22 6QZ	Single storey extensions to front side and rear of existing detached bungalow.	<p><b>No objection</b></p> <p>Comments:</p> <p>The committee had concerns that the window on east elevation was totally inadequate, it could not be</p>

			cleaned or maintained and thus was not likely to satisfy Building Regulations.
<b>FP/85/23/HH</b>	5 Uppark Way Felpham PO22 6QQ	Single storey rear extension.	<b>No objection</b>
<b>FP/90/23/T</b>	14 Manor Copse Felpham PO22 7AT	1 No. Sycamore (T1) crown reduction to a height of 5m and spread of 3m. 1 No. Sycamore (T2) crown reduction to a height of 8m and spread of 3m. 1 No. Sycamore (T3) crown reduction to a height of 10m and spread of 5m.	<b>No objection</b>
<b>FP/88/23/TC</b>	1 Turret House Mews Limmer Lane Felpham PO22 7DX	1 No. Bay Tree (T1) crown reduction to a height of 2m and a spread of 1.5m in the Felpham conservation area.	<b>No objection</b>
<b>FP/92/23/HH</b>	11 Halliwick Gardens Felpham PO22 7JE	Front porch.	<b>No objection</b>  Comment: No details of materials in plans
<b>FP/95/23/DOC</b>	5 Limmer Lane Felpham PO22 7EL	Approval of details reserved by condition imposed under ref FP/17/22/HH relating to conditions 3 - cladding details.	<b>No objection</b>

**PL 28. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

<b>FP/102/23/HH</b>	11 Leverton Avenue Felpham PO22 7RA	Proposed double garage side extension and boundary fence.	<b>Object:</b>  <b>Felpham Neighbourhood Plan Policy ESD1 states that design must contribute to local character by creating a sense</b>
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			<p>of place appropriate to its location.</p> <p>This development is not in keeping with the existing street scene and would set a precedent.</p> <p>In particular the committee felt that the proposed 2 metre high wooden fence enclosing an open space would create a precedent and the original design philosophy of the estate of open spaces to the front and sides of properties would potentially be lost. It also felt that the desired privacy requested in the accompanying letter could be secured by altering the current decorative wall or installing fencing behind that wall without extending the boundaries of the current enclosed element of garden</p>
<b>FP/104/23/T</b>	31 Gorse Avenue Felpham PO22 6AY	1 No. Oak (T1) reduce South-East side overhang from 7m to 4.5m	<p><b>No objection</b></p> <p>Comment: Tree survey inadequate</p>

#### **PL 29. ARUN DISTRICT COUNCIL CALL FOR SITES 2023**

Councillor Glen Hewlett advised councillors that there were no sites in Felpham that would be suitable or had been identified in the Arun Local Plan.

It was noted that at the last Call for Sites, Bognor Golf Club was deemed unsuitable for the current proposed scale of development due to historic flooding and drainage issues.

#### **PL 30. FP/77/23/PL & FP/104/22/PL - Land South of A259 and off Stanhorn Grove Felpham**

##### **FP/77/23/PL:**

The following information was confirmed by Arun District Council:

1. The land will be transferred to Arun District Council once work is completed.
2. The proposed design includes measures to prevent/minimise opportunities for unauthorised access. The design has been produced in consultation with the Arun Parks and Landscape

officer. This includes provision of height and gate restrictions to prevent unauthorised access. The approach to preventing access reflects that of the currently approved use of the site.

3. It is intended that Arun District Council will maintain the site once transferred.
4. Mapping systems indicate that the site falls between the parishes of Felpham and Yapton.

Felpham Parish Council have queried a response received from Arun District Council regarding the s106 legal agreement for the Site 6 allocation/development to remove the requirement to provide a sports pitch and instead secure funding to improve King George V. A response is outstanding.

**FP/104/22/PL:**

Arun District Council have confirmed that the s106 agreement associated with this scheme has recently been sealed. The report will be finalised shortly with a view to making a decision soon.

**Clerk to request updates.**

**PL 30. BOGNOR REGIS GOLF CLUB**

No updates to report. Felpham Parish Council statement for Arun Planning Committee agreed at Main Council.

**PL 32. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

Councillor Glen Hewlett advised councillors that no update has yet been received regarding the reported unauthorised breach of planning control regarding parking at 107 Felpham Way Felpham West Sussex PO22 8QB

**Clerk to chase response.**

**DATE OF NEXT MEETING: Tuesday 12<sup>th</sup> September 2023 6pm**

The meeting closed at 7.10 pm.

**Signed.....**

**Date.....**

## **PLANNING, LICENCING AND NEIGHBOURHOOD PLAN COMMITTEE CLERKS REPORT**

**JULY 2023**

### **Arun District Council Call For Sites 2023**

Dear Parish and Town Council contact,

Arun District Council is undertaking a new 'Call for Sites' Process. On 8 June Planning Policy Committee agreed to recommend to Full Council (19 July) that the pause be lifted and it is therefore, anticipated that plan making will resume.

Nevertheless, the Council has an annual call for sites which it can use to gain intelligence about land availability and assess its suitability for a range of future development and infrastructure needs which can inform plan making when this resumes.

To help this process we are undertaking an updated 'Call for Sites' to assess the amount of potential land availability for the District to meet future needs.

Please note the call for sites for this year includes a greater range of uses other than housing and employment uses for future plan making.

The 'Call for Sites' is the opportunity for individuals, organisations, community groups, landowners or developers to suggest sites within the District for development e.g. up to 20 to 30 years. The site suggestions received by us will be assessed and may be considered if appropriate, for future plan making.

We are interested in receiving submissions for land (including any previously developed land and existing HELAA Sites) that may have the potential for development for:

- Housing (sites of 5 or more additional new dwellings)
- Economic Development (sites of 0.25 hectares or above or able to provide 500 sqm or above of additional floor space)
- Gypsy & Traveller Sites
- Custom & Self-Build Housing
- Leisure and Tourism
- Biodiversity Net Gain (BNG)
- Blue/Green Infrastructure (e.g., rewilding; natural flood mitigation; renewable and decentralised energy)

You are requested to respond to the Council no later than 26th July 2023.

Further information regarding the 'call for sites' process and how to submit a site can be found on the Council's website and a site can be submitted by using the Call for Sites E-Form:

<https://www.arun.gov.uk/helaa-brownfield-land-self-build-registers>

If you have any questions about this please contact the Planning Policy and Conservation Team at [localplan@arun.gov.uk](mailto:localplan@arun.gov.uk)

Kind regards

Planning Policy Team