

**FELPHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &**  
**NEIGHBOURHOOD PLAN COMMITTEE**  
on **TUESDAY 7<sup>TH</sup> JANUARY 2024** at 7 p.m.

**PRESENT:** Chair Councillor Glen Hewlett, Vice Chair Councillor Graham Page

**Councillors:** Antony Bassett, Kirsty Halls, Tom Harty

**Councillors:** Russ Marsden-Sear

**PL 62. APOLOGIES FOR ABSENCE:**

Councillors: Bob Budd, Pat Young

**PL 63. DECLARATIONS OF INTEREST:**

None

**PL 64. QUESTION TIME:**

See application Y/68/24/S73

**PL 65. CLERK'S REPORT:**

None

**PL 66. CORRESPONDENCE:**

- i. Members noted that the following applications had been approved by Arun District Council since the last meeting:
  - FP/150/24/NMA - Non-material amendment following the grant of FP/2/23/HH relating to changing the proposed flat roof to pitched roof - 35 Downview Road, Felpham
  - FP/157/24/NMA - Non material amendment following the grant of FP/153/23/HH for minor fenestration changes - 5 Burley Road, Felpham
  - FP/147/24/HH - Two storey side extension - 21 Glynde Crescent Felpham PO22 8HT
  - FP/149/24/HH - Proposed rear two storey extension and minor internal alterations - 50 Flansham Lane Felpham
  - FP/163/24/DEM Prior notification under Schedule 2, Part 11, Class B for the demolition of ground floor flat (garage) - White Lodge, Ground Floor Flat, Outram Road, Felpham
  - FP/165/24/T - 1 No. Plane Tree (T1) crown lift to 4m from ground level and crown thin by 25% to accommodate phone wires - Verge opposite 5 Roundle Square Road, Felpham

- FP/145/24/PL - Proposal 1 No. self-build single storey dwelling following demolition of garage. This application is in CIL zone 4 and is CIL liable as a new dwelling - Land between 49-51 Summerley Lane Felpham PO22 7LF
  - FP/156/24/HH - Marine View Third Avenue Felpham PO22 7LN - Removal and replacement of balcony to south facing elevation.
  - FP/161/24/T - 29 Links Avenue Felpham PO22 7BL – Tree: Reduce height to the previous pruning points to approximately 12m and reduce crown spread by pruning 1.5m from all branch ends to 2 No. Lime (T1 & T2).
- 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 Members noted that the following application had been withdrawn since the last meeting: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/160/24/CLP - Lawful development certificate for the proposed demolition of existing rear extension and construction of new rear extension and wood burning stove flue to side elevation - 29 Roundle Avenue, Felpham

**PL 67. PROPOSAL FOR AN ALLOTMENT AT BLAKE’S MEAD FOR A FULL-SIZE ALL-WEATHER GREENHOUSE FOR DISABLED USERS**

Following a very positive meeting with Arun District Council, a potential site for a greenhouse had been identified by the Clerk at St. Michael’s Allotments.

**A site visit will be arranged accompanied by officers/Chair of Allotments and Open Spaces and further investigations made into the suitability of the site and lease agreements required.**

**PL 68. PLANNING APPLICATIONS**

<p><b>Y/68/24/S73</b></p>	<p>Land south of A259 &amp; West of Stanhorn Grove</p>	<p>Variation of condition 1 (plans) following the grant of reserved matters Y/68/09 relating to removal of on-site sports changing facilities, sports pitches and fencing, and replacement with public open space. This is a dual parish application with Felpham Parish Council.</p>	<p>Councillors discussed this application at length and questions were received from members of the public:</p> <p><i>Is the Council satisfied that the only security measures are a high bar gate?</i></p> <p><i>Will the entrance road design include features to deter unauthorised encampments including chicanes and sleeping policemen.</i></p> <p>Councillors were further concerned about the possibility of</p>
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			<p>car meets taking place in the car park.</p> <p>Councillor Glen Hewlett outlined previous enquiries made regarding the s106 monies associated with this variation. Councillors agreed that it was important that monies be spent in Felpham as agreed by ADC committee, to upgrade facilities at KGV and not redistributed across Arun.</p> <p><b>Clerk to email Arun District Council and copy in all District/County Councillors for support.</b></p> <p><b>No objection.</b></p> <p><b>Comments: Felpham Parish Council has concerns regarding the access and security arrangements that will be required to deter illegal encampments. Further attention will also be needed to ensure that vandalism and unauthorised use of the car park areas does not occur.</b></p>
<b>FP/172/24/T</b>	Lionel Avenue Felpham PO22 8LG	Fell 1 No. Ash and 1 No. Cherry (T6 and T7). Removal of deadwood and crown lifts to no more than 3m above ground level to 4 No. Ash trees and 1 No. Scots Pine (T1, T2, T3, T4 and T5). Crown raise 1 No. Silver Maple to no more than 3m above ground level, removal of deadwood and prune limbs around telephone wire.	No objection

<b>PE/01098/24</b>	Verge outside 106 and 108 Felpham Way Felpham	Notice of Intention under the Electronic Communications Code (Conditions and Restrictions) Regulations (2003) to install a 9m light wooden pole	<b>For information only</b>
<b>FP/175/24/T</b>	11 Admiralty Road Felpham PO22 7DJ	1 No. Holm Oak (T1) crown reductions to leave radial spreads of 4.5m, a height of 14m and crown lift the southern side to 5.2m over the highway. 1 No. Holm Oak (T2) crown reductions to leave radial spreads of 4m and a height of 14m.	<b>No objection</b>
<b>FP/179/24/CLP</b>	20 Minton Road Felpham	Lawful development certificate for the proposed conversion of double garage to habitable room with new entrance with external alterations.	<b>No objection</b>
<b>FP/182/24/HH</b>	1 Byron Close Felpham PO22 6QU	Retrospective boundary fence	<p><b>Object:</b></p> <p><b>The fence line proposed in this application is not in the position of the original brick wall and has been moved closer to the property boundary with an outbuilding being erected.</b></p> <p><b>This sets a precedent for the area as Flansham Park is designated as an open plan estate. The nature of the structure is dominating and is not in keeping with the street scene and thus contravenes DM1 of the Arun local Plan, ESD1 of the Felpham Neighbourhood plan and the Arun design guide. These guides state that developments should not impact on the local area, should reflect the characteristics of the area, the</b></p>

			<p>height, width and length should be in proportion to its surroundings or adversely be harmful to the character and appearance of the area.</p> <p>One of the precedents claimed in this application (2 Henfield Close) has also been reported to ADC Planning as in the same contravention as this application where a brick wall has been demolished and a 1.8m wooden fence installed adjacent to the footpath and NOT where the original brick wall was.</p> <p>In a recent local application (58 Flansham Park FP/66/24/HH – 2 properties away from this location) the original application was to replace the brick wall by a wooden fence on the boundary of the footpath as similar to this case. The advice from the ADC Planning Officer (Hannah Riddle 22.05.24) was that this would lead to a likely refusal, The application was resubmitted with the fence being installed along the original brick wall line. This case is no different to that one and thus this application is unacceptable with the current proposed location of the wooden fence.</p>
<b>FP/183/24/CLP</b>	109B Limmer Lane Felpham PO22 7LR	Lawful development certificate for the proposed demolition of existing conservatory and addition of single storey rear extension.	<p><b>No objection</b></p> <p><b>Comments: Concern about impact on light levels in the evening to neighbouring property. 45 degree rule should be adhered to.</b></p>

**PL 69. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

<b>FP/184/24/T</b>	Old Rectory Gardens Public Open Space Felpham	1 No. Lime (T1) northerly spread reduction to leave a finished minimum radial spread of 8m.	<b>No objection</b>
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**PL 70. PLANNING DECISIONS DECEMBER:**

<b>FP/162/24/HH</b>	3 North Way Felpham PO22 7BS	Conversion of loft to habitable use including installation of side dormers, alterations to fenestration and new vehicular crossover.	<b>No objection</b> <b>Notes: Not in keeping with street scene.</b>
<b>FP/167/24/T</b>	9 Innerwyke Close Felpham PO22 8PY	Reduce to previous pollard points to remove 3.5 m to 5m to 2 No Lime trees.	<b>No objection</b>
<b>FP/168/24/T</b>	Bognor Regis Golf Club Overhanging 6 and 8 Wellers Close Felpham PO22 8FS	Reduce 2 No Hawthorn trees down to stumps (T6 and T7), reduce 4 No Hazel stands on north/north east side to 4m (T1-4) and reduce height and spread to 0.5m to 1 No Hazel stand (T5).	<b>No objection</b>
<b>FP/170/24/HH</b>	11 Ormesby Crescent Felpham PO22 8EN	Side and rear extensions with internal alterations.	<b>No objection</b> <b>Notes:</b> <b>No north sign on plans</b> <b>Policy D DM1Exterior</b> <b>finish should match</b> <b>existing property</b> <b>Concerns regarding plans</b> <b>for full height window in</b> <b>shower.</b>
<b>FP/173/24/HH</b>	23 Roundle Avenue Felpham PO22 8LL	Dormer to front roof slope. Boarding to existing north east facing gable end.	<b>No objection</b>
<b>FP/174/24/HH</b>	20 Whitelands Felpham PO22 8JG	Single storey rear extension.	<b>No objection</b>

**PL 71. RAMPION 2**

The Government's Planning Inspectorate has completed its examination and a decision is expected to be announced in early 2025.

**PL 72. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

None

**DATE OF NEXT MEETING: Tuesday 4<sup>th</sup> February 7.15pm**

**Signed.....**

**Date.....**