

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL 4TH NOVEMBER 2025

**FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN
COMMITTEE**

on **TUESDAY 7TH OCTOBER 2025** at 7p.m.

PRESENT:

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

Councillors: Bob Budd, Tom Harty, Russ Parkinson, Dave Smart

Councillors: (Ex Officio) Russ Marsden-Sear, Pat Young

PL 32. APOLOGIES FOR ABSENCE:

Bob Budd, Gloria Moss, Jane Parker, Rick Parker, Dave Smart

PL 33. DECLARATIONS OF INTEREST:

None

PL 34. QUESTION TIME:

One member of the public attended to outline concerns regarding application
FP/134/25/HH

PL 35. CLERK'S REPORT:

None

PL 36. CORRESPONDENCE:

- i. Members noted that the following applications had been approved by Arun District Council since the last meeting:
 - FP/99/25/HH - New porch, single storey front extension, alterations to cladding and removal of chimney - 16 The Midway, Felpham
 - FP/103/25/A - Installation of 1 No. internally illuminated sign - 97 Felpham Way, Felpham
 - FP/92/25/HH - Garage conversion to a habitable space, rear single storey wraparound extension, first floor side extension to the west elevation, and front canopy - 49 Minton Road, Felpham
 - FP/97/25/HH - Part single, part two storey side extensions, single storey side/rear extension, front porch canopy and roof extension including conversion of loft to habitable use with side and rear dormers - 35 Downview Road, Felpham
 - FP/118/25/TC - 1 No. Cordyline Australis (T1) to fell and 1 No. Common Olive Tree (T2) to fell. These trees are within the Felpham Conservation Area – Cranford, Waterloo Road Felpham

- FP/122/25/A - Installation of various signage - The Southdowns, 133 Felpham Way, Felpham
- FP/127/25/NMA - Non material amendment following the approval of FP/61/20/PL to change from approved cedar cladding to plain clay tile hanging - 10 Felpham Gardens, Bognor Regis
- FP/136/25/DOC - Approval of details reserved by condition imposed under reference FP/61/20/PL relating to condition 3 - materials schedule - 10 Felpham Gardens, Bognor Regis

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

- FP/100/25/OUT - Outline application with all matters reserved for the erection of 1 No self-build, 2-bed detached bungalow - 12 Ashmere Gardens, Felpham

iii. Members noted that no following applications had been withdrawn since the last meeting

PL 37. TO VOTE TO ACCEPT COUNCILLOR RUSS PARKINSON AS A MEMBER OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE.

Councillors unanimously voted to accept Councillor Russ Parkinson as a member of the Planning, Licensing and Neighbourhood Plan Committee.

PL 38. LICENSING APPLICATIONS

Reference Number: 122294 Mr Kevin Fox T/A Joe's Bar	58 Felpham Road Felpham Bognor Regis West Sussex PO22 7NZ	Supply of alcohol for consumption on the premises from Monday to Sunday between 0800 and 2300	OBJECT: Excessive licensing hours
--	---	---	--

PL 38. PLANNING APPLICATIONS

FP/129/25/HH	Blakes Cottage 1 Blakes Road Felpham PO22 7EB	Replacement of first floor masonry and thatched roof, minor masonry works including erection of a new pitch, thatched, roof with hips to the east and internal alterations including relocating walls and removal of two east chimney stacks. (This application may affect the character and appearance of the Felpham Conservation Area).	No objection
---------------------	---	--	---------------------

FP/130/25/L	Blakes Cottage 1 Blakes Road Felpham PO22 7EB	Listed building consent for replacement of first floor masonry and thatched roof, minor masonry works including erection of a new pitch, thatched, roof with hips to the east and internal alterations including relocating walls and removal of two east chimney stacks.	No objection
FP/132/25/PL	Bereweek House 4 Bereweek Road Felpham PO22 7EQ	Conversion of detached dwelling (5 No bedrooms) into semi detached dwellings (1x 2 No bedrooms and 1x 3 No bedrooms). This application is in CIL Zone 4 (Zero Rated).	No objection
FP/134/25/HH	Old Watch House Old Coastguards Felpham PO22 7BJ	Demolition of the existing garage and replacement with new store and residential annex to the main house.	OBJECT: Does not meet technical housing standards – nationally described space standard. The minimum gross internal floor area for two storey two bed dwelling is 79 sqm. Does not have a flood risk assessment. Does not comply with ADC parking standards. Overshadowing of neighbouring property. 1 metre gap from boundary at first floor level not maintained. Overdevelopment of site. Proximity of property to neighbour likely to cause damage during construction. FPC have grave concerns of the potential impact on neighbours.
FP/136/25/DOC	10 Felpham Gardens Bognor Regis PO22 8QS	Approval of details reserved by condition imposed under reference FP/61/20/PL relating to	No objection

		condition 3 - materials schedule.	
FP/137/25/HH	13 Bereweke Road Felpham PO22 7EG	Single storey side extension.	No objection
FP/138/25/T	Grass Verge opposite 6 New Barn Lane Felpham PO22 8LP	Crown reduction to 1 No. Oak (T1, 000,003) leaving a height of 12m and spread of 10m.	No objection

PL 39. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:

FP/139/25/PL	Land east of 22 Davenport Road Felpham PO22 7JR	Demolition of outbuilding and erection of 1 No self-build detached dwelling (resubmission following FP/52/24/PL). This application is in CIL Zone 4 and is CIL Liable as a new dwelling.	No objection
FP/135/25/PL	The Fox Inn Waterloo Road Felpham PO22 7EH	Change of use of first floor to provide 5 No. guest bedrooms with ensuites for short term stays, replacement timber pergola and replacement first floor windows. This application may affect the character and appearance of the Felpham Conservation Area, may affect the setting of listed buildings and is in CIL Zone 4 (zero rated).	No objection
FP/142/25/HH	41 Caledon Avenue Felpham PO22 7QZ	Single storey enclosed porch.	No objection
FP/143/25/HH	6 The Loop Felpham PO22 7ND	Detached double garage, new gates and piers.	Object: Proposed application is forward of building line and the proposed garage, by reason of its siting, scale, height and design, would

			appear unduly prominent within the street scene of The Loop. The proposed development would be a visually obtrusive and incongruous form of development which would result in demonstrable harm to the character and appearance of the locality and visual amenity of the host dwelling and street scene. The proposed development is contrary to Arun Local Plan policies D DM1, D SP1 and Felpham Neighbourhood Plan policy ESD1.
--	--	--	--

PL 40. BUDGET SETTING

Councillor Glen Hewlett advised councillors that although the committee do not have a budget, funds for renewal of the Felpham Neighbourhood Plan are held in reserves.

PL 41. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

None

DATE OF NEXT MEETING: Tuesday 7th November 7pm

Signed.....

Date.....