

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL 3RD FEBRUARY 2026

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

on **TUESDAY 6TH JANUARY 2026** at 7p.m.

PRESENT:

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

Councillors:, Tom Harty, Glen Hewlett, Gloria Moss, Russ Parkinson, Maggie Wattling

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

PL 50. APOLOGIES FOR ABSENCE:

Councillor: Antony Bassett, Bob Budd, Kirsty Halls, Rick Parker, Jane Parker, Dave Smart, Pat Young

PL 51. DECLARATIONS OF INTEREST:

None

PL 52. QUESTION TIME:

None

PL 53. CLERK'S REPORT:

None

PL 54. CORRESPONDENCE:

- i. Members noted that the following applications had been approved by Arun District Council since the last meeting:
 - FP/129/25/HH - Replacement of first floor masonry and thatched roof, minor masonry works including erection of a new pitched 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). - Blakes Cottage 1 Blakes Road Felpham
 - FP/130/25/L - Listed building consent for replacement of first floor masonry and thatched roof, minor masonry works including erection of a new pitched thatched roof with hips to the east and internal alterations including relocating walls and removal of two east chimney stacks - Blakes Cottage 1 Blakes Road Felpham
 - FP/132/25/PL - 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). - Bereweeke House, 4 Bereweeke Road Felpham

- FP/138/25/T - Crown reduction to 1 No. Oak (T1, 000,003) leaving a spread of 10m – Grass Verge opposite 6 New Barn Lane Felpham
- FP/142/25/HH - Single storey enclosed porch - 41 Caledon Avenue, Felpham
- FP/108/25/DOV - Application to enter into a Deed of Variation to modify schedule 2.2 & 3.2 of the Section 106 agreement dated 27/06/2023 (linked to FP/104/22/PL) to bring library and fire and rescue contributions in line with varied approval FP/32/25/S73 - Land off Stanhorn Grove Felpham
- FP/158/25/DOC - Approval of details reserved by condition imposed under FP/175/07 relating to condition 7-surface water drainage (please see FP/159/25/DOC for discharge of conditions 2- hard surfaces treatments, 5 vehicle parking, 6-access details, 8-visibility splays and 9-hard and soft landscaping) - Outerwyke Farmhouse 55 Felpham Way Felpham
- FP/159/25/DOC - Approval of details reserved by condition imposed under FP/175/07/ relating to conditions 2-surface treatment to all hardened surfaces, 5-vehicle turning on site, 6-access details, 8-visibility splays and 9 hard and soft landscaping (please see FP/158/25/DOC for condition 7-surface water drainage) - Outerwyke Farmhouse 55 Felpham Way Felpham
- FP/32/25/S73 - Variation of condition 2 imposed under FP/104/22/PL relating to approved plans - Land off Stanhorn Grove Felpham
- FP/135/25/PL - Change of use of first floor to provide 5 No.guest bedrooms with ensembles for short terms 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) - The Fox Inn Waterloo Road Felpham
- FP/78/25/DOC Approval of details reserved by condition imposed under reference FP/176/24/PL relating to condition number 3 -surface water drainage scheme, condition number 4- acoustic, condition number 5 - Biodiversity Enhancement Layout and condition number 6 - schedule of materials and finishes - 1 Burley Road Felpham
- FP/148/25/HH Pitch roof to the existing detached garage, new pitch roof porch and pitch roof dormer together with bow windows to existing windows to the front elevation and a flat roof dormer to rear elevation forming new bedroom suite and bathroom - 2 Ormesby Crescent Felpham
- FP/144/25/TC - Fell 1 No. Fir (T1). This tree is located within the Felpham Conservation Area - 67 Felpham Road, Felpham
- FP/151/25/T - Fell 1 No. Ash (T-A) - Wyke Lane, Felpham
- FP/154/25/T - 1 No. Copper Beech crown provide a maximum overhead clearance of 3.5m on all aspects and crown reduction to leave a minimum of 3m branch extension on all aspects, measured from the bark of main stem - 9 Innerwyke Close, Felpham
- FP/160/25/DOC - Approval of details following the grant of FP/85/25/PL relating to conditions 3 biodiversity enhancement survey, 4 – cycle parking spaces, 6 - acoustic impact assessment, 9 - electric vehicle charging and 10 - decentralised, renewable or low carbon energy supply systems – Croindene, 8 Strand Way, Felpham
- FP/174/25/NMA - Non Material Amendment following the grant of FP/118/24/HH relating to amendment of the part pitched garage roof/balcony to a flat roof, and adding an additional opening/balustrade to the existing balcony – 1 Leverton Avenue, Felpham
- FP/152/25/T - Crown reduction to 1 No. Poplar tree to leave a height of 8m, Northerly and Southerly spread of 4m and Easterly and Westerly spread of 5m. Removal of diseased central limb. Crown lift to 4m from ground level - 108 Limmer Lane, Felpham
- FP/155/25/HH - Single storey rear extension and first floor side extension - 23 Goodwood Avenue, Felpham

- FP/161/25/T - Fell 1 No. Oak (T1,000,020) - Land outside of 75 Outerwyke Road, Felpham
 - FP/164/25/PL - Part change of use of East wing from dwellinghouse (Use Class C3) to guest accommodation (Use Class C1 / Sui Generis) comprising 6 No. en-suite guest rooms, with associated parking, bin and cycle storage, resurfacing of courtyard and minor external alterations. This application is in CIL Zone 4 (Zero Rated) as other development - The Old Manor House, 1 Summerley Lane, Felpham
 - FP/168/25/HH - Replacement of existing rear extension with single storey rear extension, removal of existing front extension and part of garage and existing first floor dormer window and gable end, addition of new rooflights to front and rear, alterations/extension to garage and replacement of existing pebbledash with smooth render finish - 5 Copeland Road, Felpham
- ii. Members noted that the following applications had been refused by Arun District Council since the last meeting:
- FP/134/25/HH - Demolition of the existing garage and replacement with new store and residential annex to the main house - Old Watch House, Old Coastguards, Felpham
- iii. Members noted that the following applications had been withdrawn since the last meeting:
- FP/143/25/HH - Detached double garage, new gates and piers - 6 The Loop Felpham
 - FP/163/25/CLP - Lawful Development certificate for a proposed single storey rear extension and additional skylight in shower room - Norman Villa, Clyde Road, Felpham
 - FP/169/25/T - Fell 1 No. Cordyline (T1). Fell 2 No. Silver Birch (T2, T3) - 5 Admiralty Road Felpham PO22 7DJ

PL 55. TO VOTE TO ACCEPT COUNCILLOR MAGGIE WATTLING AS A MEMBER OF THE PLANNING, LICENSING & COMMUNITY INVOLVEMENT COMMITTEE

Councillor Russ Marsden-Sear proposed that councillors vote to accept Councillor Maggie Watling as a member of the Planning, Licensing and Neighbourhood Plan Committee. This was seconded by Councillor Gloria Moss and unanimously approved.

PL 56. PLANNING APPLICATIONS

FP/184/25/HH	32 Normans Drive Felpham PO22 8LW	Garage conversion, porch infill and external alterations.	No objection Note: Drawings not of adequate quality.
FP/190/25/HH	6 Westmorland Drive Felpham PO22 8LX	Single storey front porch extension.	No objection
FP/191/25/HH	Driftwood 91 Limmer Lane Felpham PO22 7LP	Demolition of existing car port and conservatory. Single storey rear and side extensions.	No objection Note: We understand that covenants may exist on the Summerley Estate stating that a gap of 1.2m from the building to the

			boundary should be maintained
FP/193/25/AG	Rabbit Island Rear of 84 Brooks Lane Bognor Regis PO22 8DN	Prior approval under Schedule 2, Part 6, Class A for the creation of a new agricultural track.	Object: As per the planning compliance case, the agricultural barn has not been built in accordance with Prior Approval FP/106/23/AG. Barn appears to be higher than agreed plans. A hard track of crushed stone/MOT will encourage vehicles other than tractors/agricultural vehicles to access the barn.

PL 57. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:

None

PL 58. PLANNING DECISIONS DECEMBER 2025

FP/155/25/HH	23 Goodwood Avenue Felpham PO22 8EH	Single storey rear extension and first floor side extension.	No objection
FP/163/25/CLP	Norman Villa Clyde Road Felpham PO22 7AH	Lawful Development certificate for a proposed single storey rear extension and additional skylight in shower room.	No objection
FP/168/25/HH	5 Copeland Road Felpham PO22 7JG	Replacement of existing rear extension with single storey rear extension, removal of existing front extension and part of garage and existing first floor dormer window and gable end, addition of new rooflights to front and rear, alterations/extension to garage and replacement of existing pebbledash with smooth render finish.	No objection
FP/169/25/T	5 Admiralty Road	Fell 1 No. Cordyline (T1). Fell 2 No. Silver Birch (T2, T3).	No objection

	Felpham PO22 7DJ		
FP/174/25/NMA	1 Leverton Avenue Felpham PO22 7RA	Non-Material Amendment following the grant of FP/118/24/HH relating to amendment of the part pitched garage roof/balcony to a flat roof, and adding an additional opening/balustrade to the existing balcony.	No objection
FP/176/25/HH	17 Limmer Lane Felpham PO22 7ET	Replacement of 10 windows with like replacements (This application may affect the character and appearance of the Felpham Conservation Area).	No objection
FP/177/25/L	17 Limmer Lane Felpham PO22 7ET	Replacement of 10 windows with like replacements (This application may affect the character and appearance of the Felpham Conservation Area).	No objection
FP/180/25/DOC	Land off Stanhorn Grove Felpham PO22 8FA	Approval of details reserved by condition imposed under FP/32/25/S73 relating to conditions 3-colour schedule of materials and finishes, 11-non licenced Great Crested Newt method statement, 12-Construction Environmental Management Plan, 13-Landscape and Ecological Management Plan, 14-Biodiversity Enhancement Strategy, 17-landscape scheme and 18-Construction Management Plan (see FP/181/25/DOC for discharge of conditions 6-surface water drainage, 7-maintenance and management of surface water drainage and 23-sewerage network enforcement).	No objection
FP/181/25/DOC	Land off Stanhorn Grove Felpham PO22 8FA	Approval of details reserved by condition imposed under FP/32/25/S73 relating to conditions 6-surface water drainage, 7-maintenance and management of surface water drainage and 23-sewerage network enforcement (please see FP/180/25/DOC for conditions 3-colour schedule of materials and finishes, 11-non-licenced Great Crested Newt Method Statement, 12-Construction Environmental Management Plan, 13-Landscape and Ecological	No objection

		Management Plan, 14-Biodiversity Enhancement Strategy, 17-landscape scheme and 18-Construction Management Plan).	
FP/182/25/T	4 Ceres Place Felpham PO22 7RG	Fell 1 No. Pine (T1), fell 1 No. Holly (T3). Crown reduction to 1 No. Hornbeam (T5) to leave a height of 5m and spread of 4m. Removal of deadwood from 1 No. Pine (T2) and 1 No. Sycamore (T3).	No objection
FP/183/25/T	Fell 1 No. Yew Tree (T1).	12 Grafton Avenue Felpham Bognor Regis PO226AR	No objection
FP/185/25/HH	25 Kingsmead Felpham PO22 7BD	Single storey rear extension following demolition of existing extension.	No objection

PL 57. RESPONSE FROM ARUN DISTRICT COUNCIL PLANNING DEPARTMENT RE Y/68/24/S73

Responses had been circulated to all councillors prior to the meeting. Councillor Glen Hewlett outlined these and confirmed that Arun District Council look forward to working with the parish council to deliver improved sporting facilities.

PL 58. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

None

DATE OF NEXT MEETING: Tuesday 3rd February 7pm

Signed.....

Date.....