

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 5th MARCH 2019.

**FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE PLANNING & LICENCING ADVISORY COMMITTEE &
NEIGHBOURHOOD PLAN COMMITTEE**

held at **Felpham Community Hall** on **Tuesday 12th February 2019** at 6.15 p.m.

PRESENT: Councillors: Mrs M Harvey, M Harvey, G Matthews, P English, Mrs R Kissell & D Smart.

PL 122. APOLOGIES FOR ABSENCE:

Councillors: G. Hewlett, Miss A Barker, Mrs G Moss, Mrs J Wild & G Grundy.

No other apologies had been received.

PL 123. ABSENCES WITHOUT APOLOGIES:

There were no absences without apology.

PL 124. DECLARATIONS OF INTEREST:

There were no declarations of interest.

PL 125. QUESTION TIME:

There were no members of the public present, therefore no comments or questions were received.

**PL 126. TO RECEIVE THE MINUTES OF THE PLANNING & LICENCE ADVISORY COMMITTEE
AND THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON
15th JANUARY 2019:**

The minutes of the meeting held on the 15th January 2019 were **APPROVED** as a true and accurate record and these minutes were ratified at Main Council on 5th February 2019.

PL 127. MATTERS ARISING:

There were no matters arising.

PL 128. CORRESPONDENCE:

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

- FP/172/18/PL – Abergail, Clyde Road, Felpham, West Sussex, PO22 7AH – Change of use from single dwelling arranged as two units into two self-contained flats with parking.
- FP/188/18/HH – 68 Limmer Lane, Felpham, West Sussex, PO22 7HE – First floor extension including removing fire place and chimney stacks.
- FP/210/18/PL – 4 South Road, Felpham PO22 8EF – Variation of condition 2 imposed under FP/196/14/HH relating to approved plans – change angle of roof pitch to allow for storage in garage.
- FP/236/18/T – Barnfeld, Felpham, Bognor Regis, West Sussex, PO22 7DH – Crown reduction of approx. 1-2m to 1 No. Beech Tree.
- FP/248/18/T – 29 Westmoreland Drive, Felpham, West Sussex, PO22 8NA – Crown clean & 1-2m reduction on circumference to 1 No. Field Maple tree.
- FP/258/18/HH – 1 Crossbush Road, Felpham, West Sussex, PO22 7LS – Single storey rear extension.
- FP/261/18/HH – 105 Upper Bognor Road, Felpham PO21 1JP – Demolition of existing garage, erect new pre-cast concrete garage.
- FP/265/18/HH – 11 Broomcroft Road, Felpham, PO22 7NJ – Side infill extension.
- FP/268/18/PL – Petrol Filling Station, 97 Felpham Way, Felpham PO22 8QB – Relocation of existing shop entrance.
- FP/272/18/HH – 2 Hayleys Gardens, Felpham Bognor Regis PO22 7ES – Single storey front and rear extension and car port to the side of the property. This application affects the character and appearance of the Felpham Conservation Area.
- FP/171/18/PL – Land at Stanhorn Grove – erection of 18no.dwellings, creation of new access, landscaping and associated works.
- FP/271/18/PL – Bishop Tufnell C of E Junior & Infant School PO22 6BN – all weather surface & play equipment.

FPC's comments conformed with ADC's decisions regarding the above

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

(iii) Members noted that there were no applications that had been **withdrawn** by the Applicant, since the last meeting:

PL 129. AGENDA ITEMS FOR NEXT JWAAC MEETING (19th JUNE 2019):

There were no items put forward for the next JWAAC meeting.

PL 130. PLANNING APPLICATIONS:

Application Number	Address	Planning Application	FPC Decision/Comments
FP/270/18/PL	St Mary's Centre, Grassmere Close, Felpham PO22 7NU Grid ref: 494826 99837	3 No. windows to hall at high level.	No objection.
FP/2/19/HH	20 Flansham Lane, Bognor Regis PO22 6AB Grid ref: 496194 100440	Remove existing timber gates & brick piers, move forward to create wider opening, supply & fit new electric sliding gate with iron frame with timber cedar slates.	No objection.
FP/9/19/HH	4 Stanhorn Grove, Felpham, Bognor Regis PO22 8FP Grid ref: 495476 101172	Erection of Orangery to rear of property.	No objection.
FP/11/19/HH	39 Limmer Lane, Felpham PO22 7HD Grid ref: 495446 99774	Single storey front extension, side extension, rear extension and addition of a rear dormer.	No objection.
FP/12/19/HH	12 Summerley Lane, Felpham PO22 7HP Grid ref: 495740 100062	Two storey side extension.	No objection.
FP/16/19/PL	1A Wood Hill Way, Felpham PO22 8GJ Grid ref: 495789 100851	Change of use from shop (A1 Shops) to coffee shop selling coffee & sandwiches (A3 Food & Drink).	Objection – subject to assurances that there will be no cooking of food on the premises.
FP/18/19/HH	19 Wansford Way, Felpham PO22 7NL	First floor extension to create an en-suite	No objection.

	Grid ref: 496126 99915	bathroom and small dressing room.	
FP/22/19/HH	4 Sea Drive, Felpham PO22 7NB Grid ref: 496488 99682	Conversion of the loft space with the provision of a new front facing dormer, roof lights and second floor 'Juliet' balcony to form two new bedrooms and en suite and bathroom facilities.	No objection.
FP/23/19/HH	6 Firs Avenue West, Felpham PO22 8PZ Grid ref: 95595 00320	Roof alterations to provide part new first floor.	No objection.

PL 131. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:

- **FP/24/19/HH** – 7 Ivanhoe Place, Felpham PO22 7QN – Grid ref: 496407 100060 – Single storey side extension including demolition of existing conservatory. **FPC – No objection.**
- **FP/27/19/HH** – 29 Blackthorn Avenue, Felpham PO22 8GA – Grid ref: 496235 100924 – Single storey rear extension, re-siting of boundary wall & new vehicular access. **FPC – Objection on the grounds of highway safety and detrimental impact on existing street scene.**

There were no other applications received after the published agenda.

PL 132. Neighbourhood Plan and Design Guide Review:

- **Neighbourhood Plan** – the Council have been advised that any changes made to any of those in the existing Neighbourhood Plan document will be categorised as a “changed policy”. Councillors had previously been advised of this by e-mail.

The Council had written to ADC as to whether or not an Environmental Assessment was required for the revised Neighbourhood Plan document. The District Council had advised that a “determination letter” on this would be provided by 21st February 2019. To date no further information had been received from ADC.

PL 133. Neighbourhood Plan Questionnaire:

Copies of the proposed questionnaire had been circulated prior to the last meeting of this Committee. Councillors at the meeting of the 15th January 2019 had been requested to send in any comments and/or amendments that may have. The Chairman of the Council had a few minor comments but other than that no other comments etc had been received. In this respect the meeting was requested to now confirm the content of the

questionnaire so that the consultation process on the revised Neighbourhood Plan could commence.

It was proposed by Councillor D Smart, seconded by Councillor G Matthews and unanimously RESOLVED that the questionnaire for consultation on the revised Neighbourhood Plan, as had been presented, be agreed.

PL 134. Community Action Plan:

No further action on this to be taken until after the public consultation process on the revised Neighbourhood Plan for Felpham.

PL 135. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

Councillor Mrs J Wild had requested the issue of the greengrocers in the village reverting to residential use. The Clerk to investigate.

There were no other matters of urgent public importance.

PL 136. BUSINESS AT CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

PL 137. DATE OF NEXT MEETING: 12th March 2019 at 6:15pm

The meeting closed at 6.55pm

Signed.....

Date.....