

**DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 3<sup>RD</sup> SEPTEMBER 2019.**

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

held at **Felpham Community Hall** on **Tuesday 9<sup>th</sup> July 2019** at 6.15 p.m.

**PRESENT:** Councillors: Mrs M Harvey, G Matthews, Mrs G Moss, Mrs J Wild, Mrs R Kissell,  
M Harvey, D Smart & G Hewlett.

Maureen Chaffe – Neighbourhood Plan Co-ordinator.

**PL 31. APOLOGIES FOR ABSENCE:**

Councillors: Miss A Barker, G Grundy & P English.

No other apologies had been received.

**PL 32. ABSENCES WITHOUT APOLOGIES:**

There were no absences without apology.

**PL 33. DECLARATIONS OF INTEREST:**

There were no declarations of interest.

**PL 34. QUESTION TIME:**

There were no members of the public present. No issues or questions were raised.

**PL 35. TO RECEIVE THE MINUTES OF THE PLANNING & LICENCE ADVISORY COMMITTEE  
AND THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON  
11<sup>TH</sup> JUNE 2019:**

The minutes of the meeting held on the 11<sup>th</sup> June 2019 were **APPROVED** as a true and accurate record and these minutes were ratified at Main Council on 2<sup>nd</sup> July 2019.

**PL 36. MATTERS ARISING:**

There were no matters arising.

## PL 37. CORRESPONDENCE:

- (i) Members noted that the following applications had been **approved** by Arun District Council since the last meeting:
- FP/249/18/PL – 22 North Way, Felpham PO22 7BT – Replacement of existing bungalow with 1 No. chalet bungalow (to approved design FP/259/17/HH).
  - FP/51/19/PL – 1-6 Herons Court, Wroxham Way, Felpham PO22 8HA – Replacement windows to front & rear elevations. Replacement of 4 x metal balconies to 1<sup>st</sup> & 2<sup>nd</sup> floors. Replace existing cladding with new woodgrain effect horizontal cladding to front of building.
  - FP/59/19/T – 54 Outerwyke Road, Felpham PO22 8NF Fell 3 No. Monterey Cypress trees and various works to 1 No. Silver Birch tree and 4 No. Monterey Cypress trees.
  - FP/97/19/HH – 11 Glynde Crescent, Felpham PO22 8HT – Single storey extension to rear and side of existing dwelling.
  - FP/106/19/HH – 8 Blackberry Copse, Felpham PO22 8GP – Conservatory to rear.
  - FP/107/19/HH – Cwm Ivy, 12 Wansford Way, Felpham PO22 7NL – First floor side extension and pitched roof to existing porch.
  - FP/110/19/HH – 65 Wroxham Way, Felpham PO22 8ES – Single storey front & rear extensions.
  - FP/111/19/T – 7 Leinster Gardens, Bognor Regis PO22 7RE – T1 and T2 Crown lift to provide a maximum of 4 metres overhead clearance on all aspects.
  - FP/119/19/HH – 12 Downview Road, Felpham PO22 8HG – Single storey rear extension and alterations to the elevations including a new porch, garage conversion and weatherboarding.
- FPC's comments conformed with ADC's decisions regarding the above. (with exception to FP/249/18/PL – which had already been decided by ADC before FPC had time to comment).**
- (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 was 1 application that had been **withdrawn** by the Applicant, since the last meeting: FP/32/19/PL – 107 Felpham Way, Felpham PO22 8QB – Grid ref: 495833 100238 – Conversion of part retail unit & storage area to form 9 No. residential units consisting of 3 No. 1 bed & No. 2 bed dwellings & new access to rear.

(iv) Members noted – email from Neil Crowther at Arun District Council re: draft report to be considered at Development Control on 10<sup>th</sup> July 2019 – regarding Butlins Local Development Order. If it is agreed, formal public consultation will follow. (Members had had this circulated by email prior to this meeting).

(v) Roundle Estate, Felpham Bollards – Councillor's D Smart and G Matthews updated on this.

A very lengthy discussion followed. The Secretary of State will be consulting with FPC on this in due course.

#### **PL 38. AGENDA ITEMS FOR NEXT JWAAC MEETING (28<sup>TH</sup> NOVEMBER 2019):**

Westmoreland Drive – measures will be put in place to stop motorbikes accessing at speed.

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

#### **PL 39. PLANNING APPLICATIONS:**

<b>Application Number</b>	<b>Address</b>	<b>Planning Application</b>	<b>FPC Decision/Comments</b>
<b>FP/100/19/HH</b>	40 Leverton Avenue, Felpham PO22 7RA Grid ref: 496651 99836	Two storey extension to rear of property and garage to side.	No objection.
<b>FP/123/19/HH</b>	6 Firs Avenue West, Felpham, PO22 8PZ	Re-submission of FP/23/19/HH for roof alterations to form new part first floor with side dormer projections.	No objection.  Councillor D Smart declared an interest.
<b>FP/129/19/HH</b>	43 Davenport Road, Felpham PO22 7JS Grid ref: 495690 99592	Proposed single storey extension to existing house.	No objection.
<b>FP/130/19/HH</b>	8 Outerwyke Road, Felpham PO22 8HX Grid ref: 495242 100533	Single storey side & rear extension.	No objection.
<b>FP/133/19/T</b>	4 Lauren Gardens, Bognor Regis, West Sussex PO22 8EQ	Pollard 1 No. Oak tree by 2m.	Tree Warden advises all work to go ahead.

			No objection.
<b>FP/134/19/T</b>	2A Blakes Road, Felpham PO22 7EB Grid ref: 495050 99634	Re-Pollard 1 No. Holm Oak tree by 2 – 2.5m to previous knuckle heads.	Tree Warden advises work can go ahead.  No objection.
<b>FP/135/19/HH</b>	21 South Drive, Felpham PO22 7PY Grid ref: 496491 100190	Side extension to bungalow with garage conversion.	No objection.  Councillor Mrs J Wild declared a personal interest.
<b>FP/136/19/HH</b>	19 Sea Drive, Felpham PO22 7NE Grid ref: 496819 99704	Small single storey side extension.	No objection.
<b>FP/137/19/HH</b>	2 Second Avenue, Felpham PO22 7LJ Grid ref: 495876 99622	Single storey front garage extension, first floor rear extension and additional ground floor rear extension (resubmission following FP/160/18/HH).	No objection.
<b>FP/145/19/T</b>	21 Virginia Gardens, Felpham PO22 6BE Grid ref: 496331 100537	Crown reduction by 4m to 1 No. Oak tree.	Tree Warden advises all work to go ahead.  No objection.

**PL 40. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:**

- **FP/274/18/PL** – 10 Felpham Gardens, Felpham PO22 8QS – Demolition of 1 No. house & erection of 2 No. detached chalet style dwellings with garaging & car parking. **FPC – No objection.**
- **FP/132/19/PL** – Grassmere Parade, Shop 3, Felpham Road, Felpham PO22 7NT – Grid reference: 494915 99790 – Change of use from a Launderette (Sui Generis) to use as café (A3 Restaurants & Cafes). Installation of fully functional commercial kitchen & extraction system at the rear of the premises using the existing space. **FPC – No objection.**
- **FP/139/19/OUT** – Land south of garage compound & East of 12 Alfriston Close, Felpham PO22 6QE – Grid reference: 496426 101008 – Outline application with all matters reserved for the erection of 1 No. dwelling. **FPC – Objection, more information is needed before FPC can comment further. Councillor G Hewlett declared a personal interest.**

**PL 41. NEIGHBOURHOOD PLAN AND DESIGN GUIDE REVIEW:**

Agreement of Revised Plan post Regulation 14 consultation and to approving moving forward to Regulation 15 (document previously distributed to Councillors).

Maureen Chaffe was in attendance and reported on the above, there followed numerous questions which Maureen answered, she also reported that comments had been received from ADC and WSCC on this.

The meeting was asked to approve / adopt the Neighbourhood Plan and Design Guide.

Councillor Mrs G Moss proposed the above, this was seconded by Councillor D Smart and on a vote of 5 for with 3 abstentions, decided that this go to Main Council on 3<sup>rd</sup> September to finalise the approval / adoption.

Councillor G Hewlett took this opportunity to thank Maureen & Richard for all their hard work on producing this. All Councillor's present agreed and thanked also.

**PL 42. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

There were no matters of urgent public importance.

**PL 43. BUSINESS AT CHAIRMAN'S DISCRETION:**

There was no business at the Chairman's discretion.

**PL 44. DATE OF NEXT MEETING: 13<sup>th</sup> August 2019 at 6:15pm**

The meeting closed at 7.24 pm

**Signed.....**

**Date.....**