

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL 1ST SEPTEMBER 2020.

**FELPHAM PARISH COUNCIL
MINUTES OF THE VIRTUAL MEETING OF THE PLANNING & LICENCING ADVISORY
COMMITTEE & NEIGHBOURHOOD PLAN COMMITTEE
on Tuesday 14th July 2020 at 6.15 p.m.**

PRESENT: Councillors: G Hewlett, G Matthews, Mrs M Harvey, M Harvey, G Grundy, Miss A Barker, Mrs J Wild, P English & D Smart.

Councillors Mrs R Kissell and K Watson were also in attendance in the public gallery.

THE CHAIRMAN REQUESTED A MINUTES SILENCE TO RESPECT THE PASSING OF COUNCILLOR MRS HILARY FLYNN BEFORE THE MEETING COMMENCED.

PL 15. APOLOGIES FOR ABSENCE:

Councillor Mrs G Moss due to Resilience duties.

PL 16. ABSENCES WITHOUT APOLOGIES:

There were no absences without apology.

PL 17. DECLARATIONS OF INTEREST:

There were 2 declarations of interest:

Councillor G Hewlett FP/94/20/HH

Councillor G Matthews FP/81/20/HH

There were no other declarations of interest.

PL 18. QUESTION TIME:

There were no members of the public present.

PL 19. TO RECEIVE THE MINUTES OF THE PLANNING & LICENCE ADVISORY COMMITTEE AND THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON 29TH APRIL 2020:

The minutes of the meeting held on the 29th April will be **APPROVED** as a true and accurate record and these minutes will be ratified at the next Main Council meeting – 7th July 2020.

PL 20. MATTERS ARISING:

There were no matters arising.

PL 21. CORRESPONDENCE:

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

- **FP/30/20/PL** – 9A Felpham Road, Felpham PO22 7AS – Reinstatement of exterior staircase to the rear providing access to and from existing first floor flat.
- **FP/39/20/CLE** – 44B Summerley Lane, Felpham PO22 7HX – Lawful development certificate for the existing use of self contained first floor office use within building with community store with flat above.
- **FP/50/20/CLP** – 3 George IV Walk, Felpham PO22 8HJ – Lawful development certificate for a new dormer to rear of existing roof. (PP not required).
- **FP/58/20/CLP** – 82 Flansham Lane, Felpham PO22 6AH – Lawful development certificate for minor internal alterations to the ground floor retail unit and change of use from A1 (shop) to A2 (financial and professional services). PP not required.
- **FP/59/20/HH** – 40 Minton Road, Felpham PO22 7JN – First floor loft conversion with a rear facing flat roof dormer to the front elevation and new roof lights.
- **FP/60/20/HH** – 9 Ferndown Gardens, Felpham – Single storey front extension.
- **FP/63/20/HH** – 58 Glynde Crescent, Felpham PO22 8HT – First floor extension above garage.
- **FP/66/20/HH** – The Gate House, Manor Copse, Felpham PO22 7AT – Remodelling of existing detached garage building, involving; raising of main roof by 450mm and hip to gable on western elevation, to accommodate internal car lift & mezzanine storage area. This application may affect the character & appearance of the Felpham Conservation Area.
- **FP/67/20/HH** – 29A South Drive, Felpham PO22 7PY – Single storey rear/side extension.
- **FP/71/20/HH** – 8 Southview Road, Felpham West Sussex PO22 7JA – Single storey rear extension and loft conversion to form new 1st floor with rear dormer projecting window and alteration to existing roof.
- **FP/74/20/HH** – 12 Outerwyke Road, Felpham PO22 8HX – Single storey rear extension & alterations.
- **FP/86/20/DOC** – 52 Minton Road, Felpham PO22 7JX – Approval of details reserved by condition imposed under ref FP/25/18/HH relating to Condition No 3 – materials and finishes.

FPC's comments were in agreement with ADC's decisions regarding the above applications.

- (ii) Members noted that there were 2 applications that had been **refused** by Arun District Council since the last meeting:
- **FP/61/20/PL** – 10 Felpham Gardens, Felpham PO22 8QS – Demolition of 1 No. house & erection of 2 No. chalet style dwellings with garaging & car parking (resubmission following FP/274/18/PL). **FPC – No objection.**
 - **FP/68/20/T** – 33 Westmoreland Drive, Felpham – Fell 1 No. Oak tree. **FPC – Objected.**
- (iii) Members noted that there were no applications that had been **withdrawn** by the applicant since the last meeting.
- (iv) Councillor G Hewlett raised the issue of planning application FP/258/19 – 107 Felpham Way, which had been deferred at the last Arun District Council Development Control Meeting on the 26th June so that the Planning Officer could discuss the issue of car parking with the applicant.

FPC had objected to the application on the grounds that Arun's Parking standards policy had not been applied and the applicant had specified on street parking. The Committee asked that the Chair write to the Planning Officer, the Chair of the Development Control Committee re-stating the Felpham Parish Council's objection and reaffirmed FPC's position.

PL 22. AGENDA ITEMS FOR NEXT JWAAC MEETING:

No agenda items were proposed.

PL 23. PLANNING APPLICATIONS:

Application Number	Address	Planning Application	FPC Decision/Comments
FP/16/20/T	16 Coniston Close, Felpham PO22 8ND Grid ref: 495831 100674	Reduce crown of 4 No. European Beech trees to height 12-15m and spread 4m.	Tree Warden advises work to go ahead. FPC – No objection.
FP/73/20/HH	8 Myrtle Copse, Felpham PO22 8FQ Grid ref: 495546 100817	Conversion of garage and conversion of garage roof space to habitable use to form a proposed annex.	Objection. FPC felt that there was insufficient detail on utilities provided for the application and questioned whether this could be regarded as a 'habitable'

			space. There was also a question regarding Building Regulations and the fact that this could have a potential impact on parking which was already becoming a problem.
FP/79/20/HH	31 Overdown Road, Felpham PO22 7HW Grid ref: 495553 100019	Loft conversion.	No objection.
FP/81/20/HH	26 Links Avenue, Felpham PO22 7BX Grid ref: 494764 99647	Installation of a dropped Kerb/Crossover.	Objection. FPC agreed with WSCC's report with increasing traffic/parking problems that already exist.
FP/88/20/T	Tavistock Lodge, 15 Vicarage Lane, Felpham PO22 7DZ Grid ref: 495018 99648	Fell 1 No. Turkey Oak tree.	Objection. Tree Warden advises that only lopping is needed and felling is not required.
FP/90/20/HH	17 Poulner Close, Felpham PO22 8HN Grid ref: 495233 100168	Single storey side extension.	No objection.
FP/94/20/HH	16 Westmorland Drive, Felpham PO22 8LX Grid ref: 495616 100588	Removal of existing side porch & rear conservatory & erection of single storey side & rear extension.	No objection.
FP/103/20/T	48 Gateway Lodge, Felpham Road, Felpham PO22 7NS Grid ref: 494840 99706	Reduce southern branch length of 1 No. Bay Tree T1 to 1m.	No objection. Tree Warden advises work to go ahead.

PL 24. PLANNING APPLICATIONS RECEIVED AFTER PUBLISHED AGENDA:

- **FP/97/20/NMA** – 36 Buresdon Close, Felpham PO22 8HP – Non material amendment following the grant of FP/48/19/HH to improve quality of brick built conservatory/sun room. **FPC – No objection.**
- **FP/99/20/CLP** – Cheval De Mer, 3 Culver Road, Felpham PO22 7EF – Lawful development certificate for the addition of a side dormer to the roof on the west elevation of the dwellinghouse and removal of a small section of the existing false

mansard on the rear elevation of the ground floor annexe to provide access to the existing flat roof. **FPC – No objection.**

- **FP/102/20/HH** – 2 Westmorland Drive, Felpham PO22 8LX – Grid ref: 495583 100519 – Two storey side extension. **FPC – No objection.**
- **FP/107/20/PDH** – 3 The Hartings, Felpham PO22 6QF – Notification under extended permitted development rights for a single storey rear extension with flat roof measuring 3.6m from beyond the rear wall of the original dwelling house, with maximum height of 3m and eaves height of 2.6m. **FPC – No objection.**
- **FP/108/20/HH** – 26 Roundle Avenue, Felpham PO22 8LL – Grid ref: 496052 100675 – Proposed 2 storey extension to the south elevation with pitched barn hip roof, small dormer to north elevation. **Objection – it is unclear on the plans that this work is indeed 1m from the boundary at the first floor level.**
- **FP/110/20/PL** – 82 Felpham Road, Felpham PO22 7NZ – Grid ref: 494961 99771 – Re-fenestration of shop front. This application may affect the character & appearance of the Felpham Conservation Area. This application is in CIL Zone 4 (Zero Rated) as 'other development'. **FPC – No objection.**
- **FP/111/20/HH** - 17 First Avenue, Felpham PO22 7LG – Grid ref: 495832 99652 – Side extension and replacement garage roof including conversion of garage to habitable use. **FPC – No objection.**

PL 25. NEIGHBOURHOOD PLAN AND DESIGN GUIDE REVIEW:

There was nothing new to report under this agenda item, other than the Clerk had written to Donna Moles for an update.

PL 26. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

Councillor G Hewlett reported on a recent ZOOM meeting with himself, ten other Parishes and ADC Planning Consultants currently reviewing the Planning Service there were discussions regarding engagement of the service with the Parishes, Pre-application meetings, section 106 & CIL arrangements, Arun Planning Policies and enforcement.

The views of all the Parishes attending was noted by the Consultant and the outcome of the review is awaited. The Planning Service was subject to a Peer to Peer review in 2018 but it appears none of the recommendations of that review have been adopted.

Councillor G Hewlett would be happy to discuss with other Councillors off line if they Required further details.

Councillor G Hewlett informed the Committee that there had been a further land sale at Flansham Park for land outside 34-36 Compton Drive which sold for £7,500.00.

PL 27. BUSINESS AT CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

PL 28. DATE OF NEXT MEETING: Tuesday 11th August 2020 at 6:15pm

The meeting closed at 7.11pm

Signed.....

Date.....