



ALDINGBOURNE PARISH COUNCIL

MINUTES of the Planning Meeting of the Aldingbourne Parish Council held on Tuesday 13 June 2023 at 7.00pm at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate PO20 3YA.

Members: Cllr Michelle Harbord
Cllr Ron Flitter
Cllr Mario Trabucco
Cllr Katherine Jarman
Cllr Richard Rickard

In the absence of the Chair of Planning, Cllr Sue Foott, Cllr Mario Trabucco chaired this meeting, proposed Cllr Jarman, seconded Cllr Harbord.

In attendance: Marie Singleton – Parish Clerk.

Arun District Councillor Paul Ayling.

879 **Agenda item 1 - Apologies for Absence**
Cllr Sue Foott (Personal).

880 **Agenda item 2 - Declarations of Interest**
Nothing to declare.

881 **Agenda item 3 - Public Participation**
None in attendance.

882 **Agenda item 4 - Approval of the Minutes of Planning Committee held 16 May 2023.**
The minutes of the Planning Committee Meeting held 16 May 2023 were unanimously approved. Proposed by Cllr Jarman, seconded by Cllr Flitter. Cllr Mario Trabucco signed the minutes.

883 **Agenda item 5 - Matters arising from the Minutes of the meeting held 16 May 2023.**
The outcome of Caigers Lane is still being investigated by Surrey Hills Solicitors, the other items are discussed below. All other matters on the action items listing have been resolved.

- Tree Protection Orders – item 830 14.02.23. It had been previously discussed that Cllr's Jarman & Flitter would identify trees for potential TPO's. Cllr Flitter fed back on a conversation that had taken place with Mark Warwick the Tree Officer at ADC and advised he was happy with how trees were identified and the approach that they were taking. After a discussion it was decided that the Parish Council would continue identifying trees that possibly warranted a TPO and would prioritise the biodiversity corridor area. Cllr's Jarman and Harbord agreed to lead and report back on their suggestions to the Parish Council.

- It was noted that a letter was sent 06.06.23 to Karl Roberts on outstanding enforcement issues. A deadline for a response was included in the letter for 31.08.23, and it was again noted one point on Crunchy Cottage had been investigated and resolved by ADC.

884 **Agenda item 6 – Chair’s Actions.**

Nothing new to report.

885 **Agenda item 7 – Planning Correspondence**

To note any Planning related correspondence and agree responses as appropriate.

- It was noted that the Clerk has responded to ADC on planning decisions as per the previous minutes.
- Notification from the Parish Council of Enforcement Notice registered with the ADC compliance team 27.04.23 on Willow School Farm, Hook Lane - noted.
- APP/C3810/W/23/3319189 – AL/179/22/OUT – Land to south of Dukes Road Fontwell BN18 OSP – Appeal has been made to the Secretary of State – circulated 11.05.23 - noted.
- *Infrastructure Levy Consultation and guidance notes from Mulberry & Co – circulated 09.05.23, deadline 09.06.23 – The Parish Council noted the consultation but felt there was nothing further to add.
- Southern Housing Group – Wings Nursery Phase 1 – E-mail on first phase handover – circulated 16.05.23 - noted.
- BE/21/23/RES – The Cottage, Shripney Road, Bognor Regis PO22 9PA – Planning Committee Meeting 07.06.23 – circulated 25.05.23 - noted.
- *NALC case study documents requesting if Parish Councils would like to submit a short case study – deadline for information 27.06.23 - circulated 18.05.23 – the Parish Council noted the request but felt there were no case studies that could be submitted on the topics they were interested in.
- WSCC Planning and Rights of Way Committee agenda posted – circulated 01.06.23 - noted.
- *E-mail from Walberton Parish Council on WA/35/23/OUT requesting our support – circulated 06.06.23 with a link to the application. The Parish Council noted the letter from Walberton Parish Council objecting to this application which had been sent to ADC and wholeheartedly supports Wallberton Parish Council in its objection.
- Email from Cllr Jarman advising ADC planning department have agreed to meet with the Parish Council should we wish – circulated 31.05.23 – The Parish Council agreed an informal meeting and an opportunity to visit the planning department was a good idea and Cllrs’ Jarman and Rickard agreed to attend. The Clerk was asked to e-mail ADC with our request.

886 **Agenda item 8 – To receive an update regarding Aldingbourne Neighbourhood Plan**

In advance of the review of the Aldingbourne Neighbourhood Plan the following was discussed.

- Cllr Trabucco had previously requested that mapping was available within Parish Online for the buffer zone to be shown around the biodiversity corridor when

considering applications in that area. The Clerk had contacted Processmatter2 who had confirmed that she would add this to her list to action.

- A full mapping list had been provided in 2022 by processmatters2 for councillors when considering applications, the Clerk was asked to circulate the e-mail and links again. The Clerk was also asked to approach Processmatters2 for training on Parish Online.
- Cllr Trabucco also advised that when reviewing the Neighbourhood Plan, he would like consideration to be given to extending the Biodiversity Corridor, so it continues throughout the parish to the South Downs National Park boundaries. It was recommended that Processmatters2 who was involved in writing the Neighbourhood Plan should be approached for training and help on reviewing the plan along with details on the evidence base that would be required.

887 **Agenda item 9 – To note any matters relating to the current BEW Master plan Consultation.**
Meeting is due to be held 07.07.23 and Cllr Trabucco will attend.

888 **Agenda item 10 – To discuss any recent Planning Applications as noted below.**

Application Number: AL/63/23/HH – Deadline 09.06.23

Address: Upwey Cottage, 13 Dukes Road, Fontwell

Application Details: Part single, part two storey rear extension and installation of solar panels following demolition of existing single storey extension.

NO OBJECTION by all councillors in attendance.

Application Number: AL/75/23/HH – Deadline 29.06.23

Address: Dove Cottage, Nyton Road, Westergate

Application Details: Single storey front infill and rear extension, single storey front extension with car port, installation of 3 no rear and 2 no side rooflights and alterations to fenestrations/openings, following the demolition of existing rear conservatory.

NO OBJECTION by all councillors in attendance - The Parish Council has no objection to this application but if ADC are minded to approve, we would like consideration to be given to EH10 (Dark Skies Policy) of the Aldingbourne Neighbourhood Plan and request some filtering on the windows.

Application Number: AL/78/23/HH - Deadline 29.06.23

Address: The Grange, Westergate Street, Westergate

Application Details: Relocation of existing storage shed and refurbishment of existing garage including removal of existing car port.

NO OBJECTIONS by all councillors in attendance.

Application Number: AL/80/23/PL – Deadline 29.06.23

Address: SCC Polson Dairy, Lidsey Road, Bognor Regis

Application Details: Extension to existing Light Industrial Unit. This application is in CIL Zone 3 (zero rated) as other development.

NO OBJECTION by all councillors in attendance.

NOT ON PARISH LISTS

Application Number: AL/84/23/HH – Deadline 06.07.23

Address: Byfields, Nyton Road, Westergate PO20 3US

Application Details: First floor extension above existing garage, rear single storey extension, new dormer windows, the main entrance and staircase to be relocated along with other internal alterations.

OBJECTION by 3 councillors with 2 councillors abstaining – The Parish Council objects to this application on the following basis as per the Aldingbourne Neighbourhood Plan:-

EH1 Built up Area Boundary (BUAB) points ii and iii state “the development will protect the local landscape character and wider setting of the South Downs National Park and support the dark skies policy² and “the proposal is sensitively designed and located and respects the character and built heritage of neighbourhood settlements”, we do not believe the application meets this criteria or meets the ADC Design Plan DSP1.

H3 – Housing Density – we believe this to be an overdevelopment of the site.

Application Number: AL/85/23/TEL – Deadline 06.07.23

Address: Land at junction of Nyton Road and Lime Avenue, Aldingbourne

Application Details: Prior Approval under Schedule 2 Part 16 Class A for a proposed 15.0m phase 9 street works monopole, 2 No. equipment cabinets with associated meter cabinet and ancillary development thereto.

NO OBJECTION by all councillors in attendance. Whilst the Parish Council has no objection per say to the installation of this communication equipment, we would like to strongly request that the following is taken into consideration:-

The colour of the mast, pole, and the cabinets to be green and not grey in order to blend in better with the landscape.

The location is changed as the site has a very small verge to somewhere more appropriate although within the vicinity of the proposal.

We would also like to record that there has been no contact with the local community or parish council as stated in the application and we would also query why this installation is necessary as it is so close to the new one recently installed outside Meadow Way.

889 **Agenda item 11 - To note any recent planning decisions.**

Application Number: AL/37/23/L

Address: Norton Farm House, Norton Lane, Norton PO20 3NH

Application Details: Listed building consent for amendments to layout and fenestration details, approved under AL/35/20/L in respect of conversion to a one-bedroom dwelling to facilitate conversion to a two-bedroom unit.

Decision – APPROVED

Decision Date – 10.05.23

Application Number: AL/38/23/HH

Address: 23 Ivy Close, Aldingbourne PO20 3RF

Application Details: Single storey front and rear extension and conversion of garage to utility room.

Decision - APPROVED

Decision Date – 12.05.23

Application Number: AL/23/23/PL

Address: The Stables, Slindon Bottom Road, Aldingbourne BN18 0SL

Application Details: Change of use of an existing ancillary outbuilding to create 1 no holiday let unit. This application is in CIL Zone 3 (zero rated) as other development.

Decision – APPROVED

Decision Date – 17.05.2

Application Number: AL/45/23/HH

Address: 8 Autumn Gate, Hook Lane, Aldingbourne PO20 3TE

Application Details: Double storey rear extension and front porch.

Decision - APPROVED

Decision Date – 25.05.23

Application Number: AL/27/23/PL

Address: The Grange, Westergate Street, Westergate PO20 3SQ

Application Details: Detached dwelling to replace garage approved under planning permission AL/28/21/PL and altered parking arrangement. This site falls within Strategic Site SP2, CIL Zone 1 (Zero Rated).

Decision - WITHDRAWN BY APPLICANT

Decision Date – 25.05.23

890 **Agenda Item 12 - Date of next meeting – Tuesday 11 July 2023 at 7.00pm**

Meeting finished 8.35 pm.

Signed (Chair of the Planning Committee)

Date

PLEASE NOTE THESE MINUTES ARE IN DRAFT AND SUBJECT TO AMENDMENT UNTIL APPROVED AT THE NEXT PLANNING MEETING TO BE HELD ON TUESDAY 11 JULY 2023