



ALDINGBOURNE PARISH COUNCIL

MINUTES of the Planning Meeting of the Aldingbourne Parish Council held on Tuesday 11 July 2023 at 7.00pm at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate PO20 3YA.

Members: Cllr Sue Foott (Chair of Planning)
Cllr Ron Flitter
Cllr Mario Trabucco
Cllr Katherine Jarman
Cllr Richard Rickard

In attendance: Marie Singleton – Parish Clerk.

8 members of the public in attendance.

891 **Agenda item 1 - Apologies for Absence**
All councillors in attendance.

892 **Agenda item 2 - Declarations of Interest**
Cllr Trabucco declared an interest in applications AL/94/23/PL & AL/95/23/L.

893 **Agenda item 3 - Public Participation**
APP/C3810/W/23/3323858 – AL/178/22/OUT – Land to the rear of Meadow Way, Westergate – Appeal has been made to the Secretary of State – circulated 04.07.23.

Most residents were in attendance to discuss the above appeal notification, which was listed under planning correspondence, Cllr Foott therefore brought forward this item for discussion. It was noted that any additional information had to be submitted by 07.08.23 and residents expressed their concerns on this application going to appeal after being refused by Arun District Council.

The Parish Council had been provided with the appeal notification and this had been circulated to councillors 04.07.23, no additional information had been provided by Arun District Council to the Parish Council but following information seen on the ADC Planning Portal Cllr Foott the Chair of Planning Committee stipulated this to be a change in the application, and that the original access to the new development that had been stated as Meadow Way, showed that a change had been made and access was now been considered in Hook Lane.

The Parish Council had strongly objected to the development and had provided several reports backing the objection, a report from a planning consultant, a Hydrological Report, a Transport/Traffic Report, and Biodiversity/Ecology findings had all been provided. This information will already be considered by the Appeal Committee.

There was strong feeling from three councillors that additional reports needed to be provided due to the change in access in time for the 7 August deadline. Cllr Foott suggested that legal advice be obtained on whether a change of application should have been provided before the Appeal Process was undertaken and determined that a Barrister should be instructed to

review all the additional documentation and provide counsel. Two councillors felt this was unnecessary as it had been agreed and approved by the Full Council that this step would not be taken, and that the Parish Council should contact their planning consultant with a request for them to review the information and provide advice on the process being taken. The responsibility on the legality of the process was deemed to be down to Arun District Council who would be instructing their own legal representatives and as such it was also discussed that the first port of call should be to ask this question of Arun Planning Department before legal instructions were given, as this potentially was duplicating advice and work already being undertaken within Arun.

A reminder was given to residents that the appeal was against Arun's decision and not the Parish Council who was only a statutory consultee.

After a lengthy discussion by councillors on the merits of instructing a barrister at a potential cost of £3-£5k, as opposed to discussing the situation with Arun first, a vote was taken, three councillors voted for the use of a barrister, one voted against, and one councillor abstained.

On a separate matter it was discussed that as the original traffic/transport report had been undertaken on access from/to Meadow Way, that the company should now be asked to look at the change of access to Hook Lane and the implications this would have on the community. All five councillors voted in favour of this initiative, but Cllr Trabucco requested that a proviso should be that quotes must be obtained first and only if it was found to be correct that the access on the application had in fact changed.

894 **Agenda item 4 - Approval of the Minutes of Planning Committee held 13 June 2023.**

The minutes of the Planning Committee Meeting held 13 June 2023 were unanimously approved. Proposed by Cllr Trabucco, seconded by Cllr Flitter. Cllr Sue Foott Chair of Planning signed the minutes.

895 **Agenda item 5 - Matters arising from the Minutes of the meeting held 13 June 2023.**

The outcome of Caigers Lane is still being investigated by Surrey Hills Solicitors as it is believed the land is owned by the Church Commissioners, it was however agreed to request that the Solicitors send a polite letter to the perceived owner of the fields beyond the barrier advising we understand why the barrier was put in place but if it was the case that the farm owner had taken this course of action, could the Parish Council discuss options and suggest a stile could be put in place at the side to allow residents to once again access the lane.

Item 883 regarding identifying trees for potential Tree Protection Orders was ongoing.

896 **Agenda item 6 - To review the Terms of Reference for 2023/2024 Planning Committee approved 16.05.23 as per Scheme of Delegation**

The terms of reference were approved with one change, p2 item 1 to read, "any matters, within planning legislation boundaries" .

897 **Agenda item 7 – Chair's Actions.**

Nothing new to report.

898 **Agenda item 8 – Planning Correspondence**

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

- It was noted that Clerk has responded to ADC on planning decisions as per the previous minutes.
- Planning Committee Meeting Notification for AL/42/23/PL, Land west of Westergate Lodge, Westergate Street, to be held 12.07.23 – circulated 03.07.23 - noted.
- APP/C3810/W/23/3323858 – AL/178/22/OUT – Land to the rear of Meadow Way, Westergate – Appeal has been made to the Secretary of State – circulated 04.07.23 see item 893 above.
- Email received from ADC Call for Sites Process request – circulated 22.06.23 - noted.
- Planning and Rights of Way Committee agenda 27.06.23 – circulated 19.06.23 - noted.
- SDNPA review of local list – circulated 13.06.23 - noted.
- List of existing Parish Street Names received from ADC – circulated 13.06.23 – additional names to be agreed and submitted to ADC for future consideration – Cllr Trabucco is currently researching name options and will report back in September.
- E-mail from Cllr Jarman regarding Arun Population Data and Housing Targets – circulated 04.07.23 – noted Cllr Jarman to provide a motion for the Full Council agenda in September on how the information could be effectively used.

899 **Agenda item 9 – To receive an update regarding Aldingbourne Neighbourhood Plan**

Reports and Surveys – standing item to be considered – nothing new to report.

A briefing report from Processmatters2 to follow for August following discussions with ADC regarding their local plan and the implications on the review of parish council's neighbourhood plans.

900 **Agenda item 10 – To note any matters relating to the current BEW Master plan Consultation.**

Meeting held 07.07.23 and Cllr Trabucco attended.

- There has been no movement on any decisions regarding A29.
- It was stipulated that a school is required before housing is built and capacity on school places is being researched.
- Objections have been made on both sections of the A29 by the Environment Agency.
- A new consultant for Arun is now in place for the BEW.
- A meeting is to take place with the Church Commissioners and Barnham Parish Council, meeting dates are still to be agreed and Aldingbourne will be party to those discussions.

901 **Agenda item 11 – To discuss any recent Planning Applications as noted below.**

Application Number: BE/61/23/RES

Address: Land East of Shripney Road & South of Hadden House, Shripney Road, Bersted

Application Details: Approval of Reserved Matters, following BE/109/19/OUT, for the provision of 44 dwellings, providing details of layout, scale, appearance, and landscaping. This application is in CIL Zone 3 and is CIL Liable as new dwellings, may affect the character and appearance of the Shripney Conservation area and is a Departure from the Development Plan.(Resubmission of BE/131/22/RES).

OBJECTION by all 4 councillors in attendance. The Parish Council fully supports the objections made by Bersted Parish Council and would stipulate further that the drainage and flooding concerns need to be resolved fully to the satisfaction of WSCC.

Application Number: AL/69/23/HH

Address: Reed Cottage, Westergate Street, Westergate PO20 3SQ

Application Details: Erection of detached garage with room above and 1 x dormer following the demolition of existing attached garage.

NO OBJECTION by all 4 councillors in attendance.

Application Number: AL/92/23/PL

Address: The Grange, Westergate Street, Westergate

Application Details: Construction of 3 no dwellings, parking, landscaping, and associated works (alternative to AL/28/21/PL. This application is within Strategic Site SP5, CIL Zone 1 (zero rated).

OBJECTION by all 4 councillors in attendance - The Parish Council objects to this application due to its proximity to the Biodiversity Corridor, and on the following policies of the Aldingbourne Neighbourhood Plan - EH6 Protection of trees and hedgerows, H3 - Housing Density, this is deemed as an overdevelopment of the site and there are concerns on access to all parts of the development.

Application Number: AL/88/23/PL

Address: Rock House, Residential Unit, Westergate Street, Westergate

Application Details: Demolition of workshops and construction of single storey extension to form studio/home office, detached garage, greenhouse, and potting shed. This application may affect the setting of a Listed Building and is in CIL Zone 2 (zero rated) as other development. (Resubmission of AL/72/22/PL).

NO OBJECTION by all 4 councillors in attendance.

Application Number: AL/84/23/HH

Address: Byfields, Nyton Road, Westergate PO20 3US

Application Details: Part two storey/part single storey front and rear extensions, first floor side extension, new rear dormer windows, alterations to ground floor fenestrations and the addition of timber cladding. **NB THIS IS RE-ADVERTISED WITH AMENDED DESCRIPTION.**

OBJECTION by all 4 councillors in attendance – the Parish Council has previously objected to this application and its stance has not changed.

Application Number: AL/95/23/L

Address: Aldingbourne House, Aldingbourne Drive, Aldingbourne

Application Details: Listed building consent for removal of existing render & replaced with mineral wool fixed to concrete or brickwork finished with a thin coat render to match existing appearance.

NO OBJECTION by 4 councillors in attendance – Cllr Trabucco declared an interest and left the room. The Parish Council has no objection to this application and are happy to accept the recommendations of the conservation officer with the materials used to reinstate the outside are to be appropriate to retain the character and setting of the building.

Application Number: AL/94/23/PL

Address: Aldingbourne House, Aldingbourne Drive, Aldingbourne

Application Details: Removal of existing render to be replaced with mineral wool fixed to concrete or brickwork finished with a thin coat render to match existing appearance. This application affects the setting of a Listed Building and is in CIL Zone 3 (zero rated) as other development.

NO OBJECTION – see above.

Application Number: AL/101/23/PL

Address: White Mill House, Days Lane, Aldingbourne BN18 0TA

Application Details: 1 No dwelling. This application may affect the setting of a listed building, is a departure from the Development Plan and is in CIL Zone 3 and is CIL liable as a new dwelling. (Resubmission of AL/197/22/PL).

NO OBJECTION by all 4 councillors in attendance – the Parish Council has no objection to this application but would ask that consideration is given to EH10 Unlit Village Status/Dark Skies Policy of the ANP.

Application Number: AL/102/23/PL

Address: Land North of Northfield Farmhouse, Fontwell Avenue, Eastergate

Application Details: Development of 3 dwellings with associated landscaping and infrastructure. This application is a Departure from the Development plan, is in CIL Zone 3 and CIL Liable as new dwellings, and a dual parish application with Barnham & Eastergate parish council.

OBJECTION by all 4 councillors in attendance - The Parish Council objects to this application as it is a departure from the development plan, it is outside the Built Up Area Boundary (EH1) of the Aldingbourne Neighbourhood Plan and is deemed to be an overdevelopment of the site based on existing housing density (H3).

Application Number: AL/103/23/PL

Address: Land to rear of Karenza, Hook Lane, Aldingbourne PO20 3TB

Application Details: Construction of 5 no dwellings, landscaping, and associated works. This application is in CIL Zone 2 and is CIL liable as new dwellings. (Resubmission of AL/48/23/PL)

OBJECTION by all 5 councillors in attendance - The Parish Council has previously objected to this application and sees no reason to change its stance. There is only a minor change to the design and does not address the concerns previously raised on biodiversity and does not show a biodiversity net gain based on the correct starting point.

Application Number: AL/98/23/TC

Address: 2 Church Road, Aldingbourne PO20 3TT

Application Details: 1 No. Prunus (T1) fell to ground level. 3 No. Holm Oak (T2, T3 and T4) crown lift to the Eastern section to 1.5m from ground level. 1 No. Ash (T5) fell to ground level. These trees are in the Church Road, Aldingbourne conservation area.

NO OBJECTION by all 4 councillors in attendance.

902 **Agenda item 12 - To note any recent planning decisions.**

Application Number: BE/21/23/RES

Address: The Cottage, Shripney Road, Bognor Regis, PO22 9PA

Application Details: Approval of phase 2 reserved matters following outline consent BE/63/17/OUT (as amended by BE/131/18/PL) for 20 No dwellings. This is an identical resubmission of approved application BE/137/19/RES. This application is not CIL Liable

Decision – APPROVED with 11 conditions.

Decision Date – 14.06.23

Application Number: AL/63/23/HH

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.

Decision – APPROVED.

Decision Date – 04.07.23

Application Number: AL/40/23/PL – Deadline 20.05.23

Address: Land West of St John’s Close, Woodgate PO20 3TH

Application Details: Construction of 9 no residential dwellings and associated access. This application is in CIL Zone 2 and is CIL liable as new dwellings.

Withdrawn by applicant 08.06.23 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

903 **Agenda Item 13 - Date of next meeting – Tuesday 8 August 2023 at 7.00pm**

Meeting finished 9.00 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 8 AUGUST 2023