



## ALDINGBOURNE PARISH COUNCIL

**MINUTES of the Planning Meeting of the Aldingbourne Parish Council held on Tuesday 8 April 2025 at 7.00pm at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate PO20 3YA.**

**Members:** Cllr Sue Foott (Chair of Planning)  
Cllr Richard Rickard  
Cllr Anita Lawrence  
Cllr Charles Brown  
Cllr Katherine Jarman

**In attendance:** Marie Singleton – Parish Clerk.

No members of the public were in attendance.

1157 **Agenda item 1 - Apologies for Absence**  
None required.

1158 **Agenda item 2 - Declarations of Interest**  
Nothing to report.

1159 **Agenda item 3 - Public Participation**  
None in attendance.

1160 **Agenda item 4 - Approval of the Minutes of Planning Committee held 11 March 2025**  
The minutes of the Planning Committee Meeting held 11 March 2025 were unanimously approved. Proposed by Cllr Lawrence, seconded by Cllr Brown. Cllr Sue Foott signed the minutes as Chair of the Planning Committee.

1161 **Agenda item 5 - Matters arising from the Minutes of the meeting held 11 March 2025**  
To consider any matters arising solely from the minutes relating to the meeting held on 11 March 2025.

Cllr Jarman had confirmed that she will start looking at the trees in Hook Lane to see if any should be identified for TPO's and will provide a report before the next meeting.

All other items resolved.

1162 **Agenda item 6 – Chair's Report**  
AL/50/24/RES – Land to Rear of Meadow Way, appeal hearing was taking place 08 and 09.04.25, 4 councillors had attended, and the parish council had provided their input. It was noted that Simon Davis from ADC had suffered a family bereavement and was not in attendance at the meeting. Daniel Vick from ADC will therefore read all the paperwork and

provide ADC's response on 09.04.25. Cllr Foott advised that the residents that attended had behaved impeccably and professionally in difficult circumstances and should be applauded.

The Clerk was asked to contact Jayne Hewston at ADC regarding the road names and to ensure that she had engaged with the developers to ensure that names provided by the parish council had been considered.

1163 **Agenda item 7 – Planning Correspondence**

All the planning related correspondence was noted, and any responses agreed as appropriate.

- To note Clerk has responded to ADC on planning decisions as per the previous minutes.
- Analysis report from Gradko Environment on pollution monitoring – circulated 20.03.25.
- WSCC Highways, transport, and planning newsletter – circulated 31.03.25 plus put on website and social media platforms.
- WSCC Highways, transport and planning news and updates – circulated 03.03.25.
- WSCC Highways, Transport and Planning - circulated 03.03.25.
- WSCC Planning and Rights of Way Committee agenda – circulated 17.03.25.
- WSCC Communities, Highways and Environment Scrutiny minutes posted – circulated 18.03.25.
- ADC Changes to viewing planning documents - circulated 13.03.25.
- SDNPA – Consultation Ovingdean Neighbourhood Plan Area – circulated 27.03.25.
- WSCC proposed EV on-street charge points – circulated 31.03.25 – no objection by councillors to the location Cohen Close chosen by WSCC.

1164 **Agenda item 8 – To receive an update regarding Aldingbourne Neighbourhood Plan**

A response had been received from Victoria Hobday Senior Policy Planning Officer at ADC regarding whether the parish council should review its neighbourhood plan by June 2026. The contents of the e-mail were noted, and the Clerk was asked to contact Victoria to see if any grant funding was available should the parish council decide to go ahead with a review.

It was also agreed to contact Steve Tilbury for guidance on this matter, proposed Cllr Foott, seconded Cllr Lawrence and a cost of up to £750 was approved.

1165 **Agenda item 9 - To note matters relating to the current BEW Masterplan and management of the Strategic Allocation process.**

It was noted that a meeting would take place 06.05.25 and that Cllr's Foot and Jarman would be participating.

1166 **Agenda item 10 – ABE Community Land Trust (CLT)**

The minutes of the meeting 11.03.25 were circulated and noted. Cllr Rickard reiterated again that Mike Link from the CLT had indicated that trying to be party to developers' discussions

on the provision of affordable housing was incredibly difficult, and they would be moving their focus to negotiating with the housing department at Arun to look at allocations.

1167 **Agenda item 11 – To discuss any recent Planning Applications as noted below**

**Application Number:** AL/143/24/RES – Deadline 13.02.25

**Address:** Land adjacent to Woodgate Nurseries, Lidsey Road, Aldingbourne

**Application Details:** Approval of reserved matters following outline consent AL/129/21/OUT for 95 No residential dwellings with associated parking, landscaping, open space (including play areas), infrastructure and works. This application is in CIL Zone 3 and is CIL Liable as new dwelling.

**RE-ADVERTISED – REVISED DESCRIPTION AND AMENDED PLANS IN RESPONSE TO FEEDBACK INCLUDING A REDUCTION IN THE SCHEME FROM 95 TO 93 DWELLINGS**

**OBJECTION by all councillors in attendance** - The parish council has strenuously objected to this application and has provided a full report in February 25 and sees no reason to change its position. The parish council supports the objections made by WSCC in all aspects of their report and shares the concerns of residents regarding the siting of the flatted properties which overlooks bungalows in the area. The parish council would like to draw to the attention of ADC policy H3 of the ANP regarding housing density and it is still deemed as an overdevelopment of the site and is out of keeping with the character of the area. The parish council would also like ADC to raise with the developer the issue of out of date ecology reports that are being used.

**Application Number:** AL/17/25/HH – Deadline 03.04.25

**Address:** The Square House, Hook Lane, Aldingbourne

**Application Details:** Construction of 1 no building on the site of the former Malthouse to form a garage and store.

**NO OBJECTION by all councillors in attendance.**

**Application Number:** AL/18/25/L – Deadline 03.04.25

**Address:** The Square House, Hook Lane, Aldingbourne

**Application Details:** Listed building consent for construction of 1 no building on the site of the former Malthouse to form a garage and store.

**NO OBJECTION by all councillors in attendance.**

**Application Number:** AL/14/25/HH – Deadline 17.04.25

**Address:** 4 Olives Meadow, Westergate, Aldingbourne

**Application Details:** Conversion of garage to habitable use and alterations to fenestrations.

**NO OBJECTION by all councillors in attendance.**

**Application Number:** AL/20//25/A – Deadline 17.04.25

**Address:** Shop Around the Clock and Aldingbourne Post Office, Westergate Street Aldingbourne

**Application Details:** Installation of various signage.

**NO OBJECTION by all councillors in attendance.**

**Application Number:** AL/22//25/HH – Deadline 17.04.25

**Address:** 28 Church Street, Aldingbourne PO20 3TT

**Application Details:** Replacement single storey rear extension. New side facing dormer window and rooflight at first floor level. (This application may affect the character and appearance of the Church Road, Aldingbourne Conservation Area)

**NO OBJECTION by all councillors in attendance, although consideration should be given to the ANP Policy EH10 Dark Skies Policy when the dormer and rooflight options are being looked at.**

1168 **Agenda item 12 - To note any recent planning decisions**

**Application Number:** AL/1/25/CLE – Deadline 20.02.25

**Address:** Petrol Filling Station, Nyton Road, Westergate PO20 3UN

**Application Details:** Lawful development certificate for the existing petrol filling station having unrestricted opening hours.

**Approved 13.03.25.**

**Application Number:** AL/4/25/PL – Deadline 27.02.25

**Address:** Land North of The Haven and East of Northfields Lane, Westergate

**Application Details:** Erection of 1 no 4-bed detached dwelling (self-build) (re-submission following AL/127/24/PL. This application is a Departure from the Development Plan and is in CIL Zone 3 and is CIL liable as a new dwelling.

**Withdrawn by applicant 14.03.25**

**Application Number:** AL/7/25/HH – Deadline 06.03.25

**Address:** Silver Trees, Hook Land Aldingbourne PO20 3TE

**Application Details:** Removal of roof window, new dormer window.

**Approved 25.03.25.**

**Application Number:** AL/137/24/RES – Deadline 23.01.25

**Address:** Land rear of Meadow Way including 24 Meadow Way, Westergate

**Application Details:** Approval of reserved matters following outline consent AL/178/22/OUT for appearance, landscaping, layout, and scale for 89 No dwellings with open space and associated works (resubmission following AL/50/24/RES). This application is a Departure from the Development Plan and is in CIL Zone 3 and is CIL Liable as new dwellings.

**REFUSED 19.03.25 – circulated to councillors 20.03.25.**

- 1169 **Agenda item 13** - Motion request from Cllr Jarman to propose that the Planning Committee spends a short time discussing whether there is any way of preventing or stopping developers' contractors from removing vegetation from sites during bird-nesting season March to September inclusive, in contravention of the Wildlife and Countryside Act (WCA) 1981, given that Arun Planning Compliance say they can only investigate breaches of conditions, not law, and they do not include not breaching the WCA in conditions for sites". (E-mail circulated to councillors with background information 01.04.25).

This motion had come about because of a recent development taking out all hedgerow during the bird nesting season, and whilst ADC were advised as well as Arun District Councillor Sue Wallsgrove, it transpires that as this was not a condition and only advisory there was no enforcement that could be taken.

Cllr Jarman advised that when looking at applications it should be added that any reference to hedgerows/trees etc should be made a condition and the Wildlife and Countryside Act (WCA) 1981 to be referenced so that if it happens the developers would then be in breach of this condition. Suggestion was made that the parish council needed a methodology moving forward and that developers should be asked when a development was due to start, and that photographic evidence should then be taken so that any breaches could be reported to the rural crimes police. The clerk advised that the police had provided advise on a previous notification to them and would circulate once again to councillors.

Cllr Foott reiterated how difficult this would be to monitor as sites could not be accessed and seeing what was taking place on the development was almost impossible as most work of this nature was "behind closed doors" as such. Cllr Lawrence agreed to raise this with ADC and see what their stance would be on this suggestion.

- 1170 **Agenda Item 14 - Date of next meeting – Tuesday 13 May 2025 at 7.00pm.**

Meeting finished 8.10 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 13 MAY 2025.**