



## ALDINGBOURNE PARISH COUNCIL

**MINUTES of the Planning Meeting of the Aldingbourne Parish Council held on Tuesday 13 January 2026 at 7.00pm at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate PO20 3YA.**

**Members:** Cllr Sue Foott (Chair of the parish council and the planning committee)  
Cllr Richard Rickard  
Cllr Anita Lawrence  
Cllr Katherine Jarman

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

Fifty-three members of the public were in attendance along with Arun District Councillor Sue Wallsgrove, Michelle Harbord Vice-Chair of the parish council, and Jonathan Leahy Chair of the ACSC.

In attendance from Barratt Redrow were Sean Havis, Senior Planning Manager and Roger White, Design Manager.

1275 **Agenda item 1 - Apologies for Absence**  
Cllr Charles Brown & Cllr Ron Flitter (personal).

1276 **Agenda item 2 - Declarations of Interest**  
Nothing to declare.

1277 **Agenda item 3 - Public Participation**  
Residents were in attendance to discuss the clearance of land at Orchard Gardens, the Woodgate Nurseries at Lidsey site and the presentation by Barratt Redrow on the proposals for land at rear of Meadow Way.

Arun District Councillor Sue Wallsgrove was in attendance and Cllr Foott asked Cllr Wallsgrove to open the discussion and provide residents with an update on what was happening on the following:-

- The clearance of land at Orchard Gardens had been investigated swiftly and a response had been received from Hannah Kersley, Principal Planning Officer, Strategic Development at ADC. Cllr Wallsgrove read out the response to attendees:-

Dear Cllr Wallsgrove,

I understand you have today spoken to Richard about the works which have been undertaken (and on-going) on the field to the east end of Orchard Gardens. He has informed us that there is a Parish meeting this evening, and in advance we wished to

provide some written correspondence for yourself and the Parish.

We would first wish to express serious disappointment in the works which have been undertaken to date. This behaviour is not condoned by the Council, and we have set up an enforcement case with activity on site being actively monitored by the Planning Department. For context, there is no live or approved planning application for this site; with the only applications being from 2016 and 2018 (AL/111/16/OUT and AL/129/18/OUT). Both outline applications were refused.

As of this time, it is our understanding that the only works that have been undertaken comprise vegetation clearance (including burning of cleared material). This activity does not constitute development, and therefore there currently are no identified breaches of planning. As a result, unfortunately no enforcement action can be taken at this time.

The previous applications on this site have indicated that there is potential for Priority Species on site. We are also aware that this land is identified as a Biodiversity Corridor under Policy EH2 of the ANDP. As such, we have reported this to Rural Crimes (Sussex Police) for action as a potential Wildlife Crime. The Incident Number for this is 336 13/01/26. The Police are keeping us informed of updates their end with this matter and following further reports of activity re-commencing on site today, we have been made aware that they will be sending someone on site to investigate. Until such a time that Enforcement action can be undertaken by the Planning Department, we will be reliant on this remaining a Police matter for the time-being. I have attached a Wildlife Crime Advice Note from Jonathan Best, which should hopefully provide some more information and expectations on how this can be dealt with by the Police.

Moving forward, we would like to assure that these works will not reflect positively on any potential future planning applications. It is a mandatory requirement for developments to provide a 10% Biodiversity Net Gain on-site post development. Despite this clearance work, baseline BNG assessments (pre-development value) must reflect the site's best condition since January 1<sup>st</sup>, 2020. As such, any BNG assessments undertaken in the future will need to assess the site's value prior to clearance.

We do again convey regret and disappointment at this situation. We will keep you updated with this matter our end.

Cllr Wallsgrove went on to say that Richard Brown the Implementation Officer at ADC had inspected the site multiple times and was to be thanked for his swift response, he will continue to investigate and advised that councillors had the full support of ADC on this matter. Dennis Leonard a resident provided more background information to the other residents in attendance.

- The Barratt Redrow site at Woodgate had already been provided with another stop enforcement notice. There are still concerns on flooding and the parish council advised that Karl Roberts, Assistant CEO of ADC had been requested by the CEO Dawn Hudd to provide a response on her behalf to the letter previously sent. Cllr Wallsgrove advised that the road was being monitored and currently the ditches were clear. A resident previously impacted by the previous flooding confirmed this situation.

- Woodgate Centre, Oak Tree Lane, the parish council had previously written to ADC 07.10.25 regarding concerns raised on the parking issues and the associated traffic because of work taking place on the development, a chaser e-mail had already been sent to ADC as no response had been received. Once this is forthcoming as the roads are the responsibility of WSCC depending on the information provided a decision will be made on whether WSCC will be directly approached.

**Presentation by Barratt Redrow Southern Counties – Proposals at Land to rear of Meadow Way.**

Sean Havis, Senior Planning Manager and Roger White, Design Manager were in attendance to provide information on proposals for the land to rear of Meadow Way following two refused reserved matters applications, and to consult and liaise with the community on some of the updated issues that they had taken into consideration following the points raised in the ADC Officers Decision report.

Cllr Foott advised the residents that the parish council was only able this evening to listen and facilitate any questions that residents posed, until an official new application had been submitted to ADC, as soon as this is received it will once again appear on a future planning agenda for full discussion by councillors.

The following points were highlighted:-

- The application is for 89 homes and regardless of types and designs of the houses, this number will still be built.
- The apartment block has gone, replaced by 1- and 2-bedroom affordable housing, representing 30% mix overall which is a requirement of ADC, it was noted that although they were now disbursed amongst the housing mix, it was still essentially 'clustered' along the southern boundary - and particularly so at the south-west access to Hook Lane. This is still a major discussion point for residents who fear they are still in the wrong area of the development.
- Entrance to the development will be from Meadow Way as approved in the original outline planning application.
- The mix of housing had been changed to incorporate more 2 and 3 bed homes.
- Changes to the open space had been made and pictures of the plans were shown to residents, this did include a play area, which again is a requirement of ADC, they will look at the possibility of an orchard instead, if allowed to do so by ADC.

Observations made by residents:-

- The density of the development was deemed unnecessary, and it was felt that 89 houses was still not appropriate for the size of the site. The developers confirmed that the total was in the accepted parameters laid down for the building of new homes.
- Parking provision was a concern; the developers did confirm that they had visited the site and there would be three parking spaces per house to alleviate any parking issues

on Meadow Way. They will also look at additional visitor parking options and concerns on the use of the layby which is already taken up by parents parking for picking up their school children.

- There were concerns on the level the houses were being built on, this differs from existing homes and therefore it was felt there was a real concern on flooding.
- The designs of the homes were a possible concern and if they would fit in with current developments in the area, the developers confirmed that images will be provided on their next application.
- A resident reminded the developers of the Dark Skies policy of the ANP and what provisions had been made for lighting in the development. The developers advised that as the roads would eventually be adopted by WSCC that lighting was compulsory and would be installed, it was also not deemed safe to have a development in total darkness, but lighting designs could include shields so that the lights only illuminate the roads and not residents' homes.
- It was confirmed that the cycle path will be staying as is the footpath and this will be left as a PROW.
- It was reiterated that there would be no access to the development from Hook Lane.
- Concerns were raised on construction traffic and the developers confirmed that a CMP will be put in place so residents could see how the site was being managed, a site manager will be appointed and there will be no construction traffic parked on the roads.

The developers gave permission for the proposal document to be published on the parish council website and social media platforms, so residents had a chance to see all the changes that were proposed.

1278 **Agenda item 4 - Approval of the Minutes of Planning Committee held 9 December 2025**

The minutes of the Planning Committee Meeting held 9 December 2025 were unanimously approved. Proposed by Cllr Rickard, seconded by Cllr Jarman. Cllr Foott signed the minutes as Chair of the Planning Committee.

1279 **Agenda item 5 - Matters arising from the Minutes of the meeting held 9 December 2025**

To consider any matters arising solely from the minutes relating to the meeting held on 9 December 2025.

Cllr Jarman asked the clerk to chase the Tree Officer at ADC Mark Warwick regarding the reports sent to him identifying trees that could have TPO's put in place on Hook Lane and Westergate Street, particularly as one of the oaks identified in the report had work already started on it.

1280 **Agenda item 6 – Chair's Report**

The clerk was asked to include the increase in anti-social behaviour that is emanating from the Wings Nursery development to the agenda of the next Full Council meeting in February.

Cllr Foott advised that she had asked Cllr Jarman to work on a press release regarding the incident outlined above at Orchard Gardens, the Clerk will ask ADC councillor Sue Wallsgrove

for the letter from ADC that she was referring to above along with the Wildlife Crime Advice Note guidance. A copy to be circulated to councillors for approval.

1281 **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.
- WSCC Highways, transport & planning newsletter – circulated 22.12.25 and put on website and social media platforms.
- WSCC Highways Briefings for 2025 – circulated 05.01.26.
- Department for Transport Notification draft order for temporary stopping of Highway at Dell Cottage, Norton Lane, following approval of planning application – circulated 22.12.25.

1282 **Agenda item 8 - To receive an update regarding the Aldingbourne Neighbourhood Plan**

It was agreed that a meeting should take place of working party to consider if ANP should be revised. Cllr Jarman will organise a date.

1283 **Agenda item 9 - To note matters relating to the current BEW Masterplan and management of the Strategic Allocation process.**

Nothing new to report.

1284 **Agenda item 10 – ABE Community Land Trust (CLT)**

CLT advised that they were aware of reports of anti-social behaviour, but it is not within their remit to get involved, and that they only have a small number of houses that they had allocated to residents at the development concerned.

1285 **Agenda item 11 – To discuss any recent Planning Applications as noted below**

Application Number: AL/121/25/CLE – deadline 11.01.25

Address: Westergate Lodge, Westergate Street

Application details: Lawful development certificate for existing use of packing shed as a rebuild/refurbished store ancillary to main dwelling.

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

Application Number: AL/123/25/HH– deadline 23.01.26

Address: Medowsley, Westergate Street, PO20 3QS

Application Boundary wall with vehicle access gate and pedestrian access gate.t

**OBJECTION by all councillors in attendance on account of ANP policy EH6 that hedgerows should be preserved and development that results in loss of hedgerows will be resisted.**

1286 **Agenda item 12 - To note any recent planning decisions**

Application Number: AL/102/25/HH

Address: 26 St Richards Road, Westergate

Application details: Hip to gable loft conversion with side dormer.

**APPROVED 23.12.25.**

Application Number: AL/99/25/T

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

Application details: Fell 1 No Oak (T1).

**APPROVED 04.12.25.**

Application Number: AL/98/25/PL

Address: Shop Around the Clock, Westergate Street PO20 3QL

Application details: Installation of scissor lift and delivery landing with new stairs and gate to boundary wall. This application is in CIL Zone 2 (zero rated) as other development.

**APPROVED 09.12.25.**

Application Number: AL/104/25/S73

Address: Land North of the Haven and East of Northfield Lane, Westergate

Application details: Variation of conditions 2 & 5 imposed under AL/127/24/PL relating to plans and revised Tree Retention Protection Plan.

**APPROVED 03.12.25.**

**Application Number:** AL/26//25/PL

**Address:** Nyton Stables, Nyton Road, Aldingbourne

**Application Details:** Change of use of the land to provide 4 No. travelling showperson plots, with associated biodiversity net gain areas; native hedgerows, hard and soft landscaping, boundary treatment, storage and maintenance areas, storage for touring caravan and show persons van, bin storage and EV charging points. This application is in CIL Zone 3 (Zero Rated) as other development.

**APPROVED WITH 14 CONDITIONS AND S106 PROVISION REQUIRED.**

1287 **Agenda Item 13 - Date of next meeting – Tuesday 10 February 2026 at 7.00pm.**

Meeting finished 9.35 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 10 FEBRUARY 2026.**