

**YAPTON PARISH COUNCIL**

**PLANNING COMMITTEE**

**UNCONFIRMED MINUTES**

A meeting of the Planning Committee was held on the 11<sup>th</sup> November 2019 at Yapton & Ford Village Hall commencing at 7.00pm.

Present: Mrs Newman (Chairperson), Mr Ambler, Mr Dunkley, Mr Kendall and Mr Maw.

Also present: Councillors Haymes, Mrs Greenan, Holden, Mrs Worne, County Councillor Mrs Pendleton, Mr Gardiner (Clerk of the Council) and 10 members of the public.

**APOLOGIES FOR ABSENCE**

82. There were no apologies for absence.

**DECLARATIONS OF INTEREST**

83. Members were reminded to make any declarations of personal and/or pecuniary interest that they may have in relation to items on the agenda.

84. Councillor Graham Holden declared a personal interest in the item on the Traffic Regulation Order (TRO) at the junction of Bilsham Road and Cinders Lane as a resident of Bilsham Road living in close proximity to the proposed TRO.

**URGENT MATTERS**

85. There were no urgent matters arising.

**PUBLIC QUESTION TIME**

86. The following questions / issues were raised:

- (a) Councillor Graham Holden asked where the displaced parking would be allowed if the proposed TRO on Bilsham Road is implemented. He was concerned that the restriction should not kill off businesses in the area / community. The Chairman stated that she was aware of this issue.
- (b) A local resident queried whether the proposed TRO was due to the access required to the new housing development on the nursery site at the end of Cinders Lane. In response this was stated as being correct and was to install visibility splays at the junction to create a safe place to pull out of Cinders Lane onto Bilsham Road, and this was initiated by the builders.

- (c) A resident expressed concern that a plot of land had been cleared behind the new Kings Close development and a gate installed. The Chairman indicated that the Parish Council would monitor the situation.

## **MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 9TH SEPTEMBER 2019**

87. The Committee agreed the minutes of the meeting of the Planning Committee held on the 9th September 2019 and the Chairman was authorised to sign them as a correct record.

### **MATTERS ARISING FROM THE MINUTES**

88. The Chairman went through the minutes and there were no matters arising.

### **CORRESPONDENCE**

89. To receive any correspondence received since the date of the last meeting of the Committee:

#### **(a) Proposed TRO on Bilsham Road in Yapton**

The Parish Council noted an e-mail dated 23<sup>rd</sup> October 2019 (*copy attached to the minutes*) from Martin Moore, Legal Officer: Adur, Arun, Mid Sussex & Worthing – TRO Team, Highways, Transport & Planning of West Sussex County Council

*“Dear Sir/Madam*

*West Sussex County Council proposes to make a permanent Traffic Regulation Order that will introduce double yellow lines on the eastern side of Bilsham Road in Yapton, for a distance of 15 metres either side of its junction with Cinders Lane.*

*Below is a link to the TRO Team’s consultation web page, containing plans showing the new restriction, the public notice, statement of reasons for proposing the Order, and the draft Order itself. I should be grateful if you could accept this message as the formal consultation on the proposed new Order. If you wish to make any comments or objections to the scheme, please make them to me by e-mail before 14 November 2019.*

*<https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/>*

*I hope this is all in order but if you have any queries about this matter please do not hesitate to contact me.”*

The Planning Committee discussed the implications of introducing this TRO on a permanent basis and the adverse impact this would have on local businesses and residents, and in particular, parking for affected residents in this area near to their homes.

**Resolved:** The Parish Council would raise objections to the proposed TRO and the Chairman agreed to draft a response to this proposal.

**(b) Arun District Council intends to adopt the following Supplementary Planning Documents (SPD)**

The Parish Council noted an e-mail dated 14<sup>th</sup> October 2019 (*Copy attached to these minutes*) from Arun District Council (Kevin Owen - Planning Policy & Conservation Team Leader) setting out details of a consultation informing the Parish Council that it intends adopt Supplementary Planning Documents (SPD) as set out in the e-mail.

In accordance with Regulation 12 and 35 of the Town & Country Planning (Local Planning) (England) Regulations 2012, Regulation 12 Public Participation and 35 Availability of documents, Arun District Council is writing to inform the Parish Council that Arun District Council intends to adopt the following Supplementary Planning Documents (SPD):-

- Open Spaces, Playing Pitches and Built Indoor Facilities, SPD October 2019
- Parking Standards SPD October 2019

at Full Council on 15 January 2020.

**The Council *resolved* not to make any further representations on these documents.**

**PLANNING APPLICATIONS**

90 The Planning Committee considered the planning applications as shown in the schedule below and confirmed the responses to Arun District Council;

<b>Agenda Item 8 (i)</b>				
<b>Yapton Parish Council – Planning Committee – 11<sup>th</sup> November 2019</b>				
<b>Schedule of Planning Applications received and Comments submitted September and October 2019</b>				
<b>Planning List Number</b>	<b>Date Planning Application received</b>	<b>Planning Application Reference</b>	<b>Planning Application, Location, Applicant, Case Officer</b>	<b>Comments submitted or Dates due for submission</b>
36	6/9/2019	Y/70/19/HH	Extension to front elevation & conversion of existing rear conservatory.  28, Downview Road, Yapton  Applicant: Ms L Charvill  Case Officer: Finlay Gardner	Received 06/09/19  Comments due to ADC by 03/10/2019  Comments Submitted: <b>No Objection</b>  Current Status  Undecided

				To be decided on 28/10/2019
37	13/09/2019	Y/74/19/PL	<p>Extension &amp; alterations to main dwelling. Conversion of existing annexe to three holiday letting units</p> <p>The Crickets Hoe Lane Flansham Bognor Regis</p> <p>Applicant: Mr B Brogan</p> <p>Case Officer: Maria Tomalova</p>	<p>Received 13/09/19</p> <p>Comments due to ADC by 10/10/2019</p> <p>Comments Submitted:</p> <p><b>See below</b></p> <p>Current Status</p> <p>Undecided</p> <p>To be decided on 28/10/2019</p>

Comments submitted on Y74/19/PL

Yapton PC has considered the above planning application and believe that it will constitute over development of the site which lies within a residential area of predominantly large well spaced detached houses set within generous plots. This streetscape reflects the heritage of Hoe Lane Flansham.

The Parish therefore would like to OBJECT to planning application Y/74/19/PL on the following grounds: 1. Over-intensive use of the site. The two proposed buildings are sited extremely close to each other generating potential conflict with the holiday let use and permanent residential use. The building line and massing of the two units will detract from this loosely developed section of Hoe Lane.

2. The proposed extension of the residential dwelling whilst large is in keeping with the current two storey structure. However, the proposed holiday lets building is a substantial departure from the existing structure's size and proportions. YPC believe that the proposed holiday lets are a significant overdevelopment of a small existing footprint and are overbearing on the adjoining residential unit. YPC would seek the proposal to be reconsidered with a less intensive holiday use proposed.

YPC would also seek that should any holiday unit be consented that its use as a holiday let be confirmed by appropriate conditioning to ensure that these proposed units do not fall within the category of permanent residential let and/or unit. Appropriate conditioning being: The accommodation approved shall be used exclusively as tourist accommodation for individual lets for up to and no more than 28 consecutive nights. No unit shall be occupied by one person for more than 28 days in a calendar year. The owner shall maintain a register of occupiers including how long they occupied the units, their permanent home address and contact details for each calendar year. This register shall be made available to the Council on request.

Reason: To preserve the availability of the accommodation as a holiday let and to prevent the establishment of permanent dwellings.

3. The proposed parking layout plan does not sufficiently demonstrate that the 7 indicated parking spaces are adequate for the whole site or that they have adequate turning and manoeuvrability space to enable cars to easily access the proposed spaces unhindered and all times. No disabled parking bay has been provided for the proposed commercial use ie holiday

lets. YPC request that the viability of the proposed parking if clearly demonstrated by full tracking being submitted.

38	20/9/2019	Y/77/19/OUT	<p>Application for Outline Planning Permission for erection of ten dwellings with access from Hoe Lane. Resubmission of Y/20/18/OUT - This is a Departure from the Development Plan.</p> <p>Land south of Hoe Lane Flansham</p> <p>Applicant: Mr Van der Wee</p> <p>Case Officer: Mr Simon Davis</p>	<p>Received 20/09/19</p> <p>Comments due to ADC by 24/10/2019</p> <p>Comments Submitted:</p> <p><b>See below</b></p> <p>Current Status</p> <p>Undecided</p> <p>To be decided by Committee on 06/12/2019</p>
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Comments submitted on Y/77/19/OUT

YPC has fully considered the above application.

YPC has had a constructive meeting with the applicant with regards to their proposed scheme. However, YPC still have strong reservations regarding the development of this sensitive site. YPC would like to make it clear that Hoe Lane (Flansham) has never been designated as an area within Yapton for future housing growth and has not been nominated by YPC through the Non-Strategic Site Allocations Development Plan Document (DPD) as a future potential location/site.

YPC whilst recognising the improved layout and considered density of the scheme are not in a position to be able to support housing on this site as it remains outside the BUAB and is not identified as an agreed NSS DPD within the Parish's agreed allocation numbers. YPC have worked closely with ADC to meet its new Parish housing allocation as part of ADC's Non-Strategic Site Allocations Development Plan Document Process and Yapton's current work on modifying its YNP. Yapton Parish's original allocation of 120 units has been increased by an additional 90 units. This has been achieved and agreed as outlined in YPC's planning response to planning ref Y/49/18/PL dated 12th November 2018. YPC is therefore strongly of the view that this application is very much a departure from the Development Plan on two counts - outside the BUAB and not falling within any agreed NSS DPD.

YPC also object on continued grounds of Highways being deeply concerned with the close proximity of the access point to the site and that of the A259/B2259 roundabout.

**YPC therefore continue to object to the above planning application and the development of housing at this location.**

38	20/9/2019	Y/72/19/HH	<p>Single storey side/front extension including demolition of existing garage.</p> <p>Rookery Cottage</p> <p>Hoe Lane</p> <p>Flansham</p> <p>Applicant: Lara and Charlie Mackendrick</p> <p>Case Officer: Amber Willard</p>	<p>Received 20/09/19</p> <p>Comments due to ADC by 17/10/2019</p> <p>Comments Submitted:</p> <p><b>Not submitted</b></p> <p>Current Status</p> <p>Approved Conditionally on 23/10/2019</p>
39	27/09/19	Y/73/19/A	<p>1 No. non-illuminated entrance sign</p> <p>Land off Burndell Road Yapton</p> <p>Applicant: Bovis Homes</p> <p>Case Officer: Amber Willard</p>	<p>Received 27/09/19</p> <p>Comments due to ADC by 24/10/2019</p> <p>Comments Submitted:</p> <p><b>No Objection</b></p> <p>Current Status</p> <p>Approved Conditionally on 29/10/2019</p>
41	11/10/19	Y/83/19/OUT	<p>Outline application with some matters reserved for the erection of 33 No. dwellings, access roads, landscaping &amp; associated works (resubmission following Y/62/18/OUT). This application is a Departure from the Development Plan.</p> <p>Clays Farm</p> <p>North End Road</p> <p>Yapton</p> <p>Applicant: Domusea Developments Ltd</p> <p>Case Officer: Mr S. Davis</p>	<p>Received 11/10/19</p> <p>Comments due to ADC by 07/11/2019</p> <p>Comments Submitted:</p> <p><b>Not yet due</b></p> <p>Current Status</p> <p>Comments submitted</p> <p>To be decided on 03/01/2020</p>
41	11/10/19	Y/82/19/HH	<p>Removal of detached garage and erection of single storey side extension.</p>	<p>Received 11/10/19</p> <p>Comments due to ADC by 07/11/2019</p>

			27 Briar Close Yapton Applicant: Mrs C. Hughes Case Officer: Amber Willard	Comments Submitted: <b>No Objection</b> Current Status Undecided To be decided on 29/11/2019
44	01/11/19	Y/87/19/HH	Single storey rear extension 8 Mill View Road Yapton Applicant: Mrs Morris Case Officer: Amber Willard	Received 01/11/19 Comments due to ADC by 28/11/2019 Comments Submitted: <b>Not yet due</b> Current Status Undecided To be decided on 23/12/2019

#### UPDATE ON ANY OTHER PLANNING APPLICATIONS

91. **Bonhams Field**, - The Chair asked Lucy Hill from Seaward Development to outline changes to the Reserved Matters application following a recent meeting with members of the Planning Committee. Some changes related to the appearance of the development, future proofing the route of footpaths and including electric vehicle charging points.

The Committee was informed that the revised plans had been registered by Arun Planners on Monday 11<sup>th</sup> November with the closing date for responses due on the 2<sup>nd</sup> December 2019.

92. The Planning Committee had met with the Developer's and their representatives following the recent decision by Arun's Development Control Committee to refuse planning permission for the 33 dwellings on the Clays Farm site on North End Road. The developer (Redrow Limited) had taken space in the November edition of the Yapton News regarding plans for this site and the proposed 100 dwellings on the site south of Ford Lane and east of North End Road. Comments were being invited on the latest proposals for these sites.

#### DETAILS OF ANY PLANNING APPLICATIONS MADE BY OTHER PLANNING AUTHORITIES

93. There were none for consideration at this meeting.

## PLANNING APPEALS

94. The Committee noted receipt of a letter dated 24<sup>th</sup> October from Arun District Council setting out details of an appeal which has been made to the Secretary of State under the Town & Country Planning Act 1990, against the decision of Arun District Council to refuse planning permission on the following application:

*Outline application with some matters reserved for the erection of 10 dwellings with access from Hoe Lane, Flansham (resubmission following Y/40/17/OUT). This application is a Departure from the Development Plan - Land adjacent to Bonhams & Flints, Hoe Lane, Flansham,*

The Committee noted that the appeal will be determined on the basis of a hearing. The procedure to be followed is set out in the Town and Country Planning (Hearings Procedure) (England) Rules 2000.

## NEIGHBOURHOOD PLAN UPDATE

95. The Planning Committee received an update on the progress being made in reviewing the “made” Neighbourhood Plan with a view to updating the Plan to take into account the requirement for additional housing numbers and other matters now that the Arun Local Plan (ALP) has been agreed.
96. Over the summer months the consultants had prepared a letter which the Clerk had sent to Arun District Council to inform them that Yapton would be pursuing a modification of the made Yapton Neighbourhood Plan. The Steering Group considered this series of modifications which the Consultants had prepared, at the meeting of the Steering Group on the 16th September. Arun District Council had responded on the 6<sup>th</sup> November 2019 with their preliminary views on the draft Modification Proposal and Modification Statement, which would be referred to the next meeting of the Steering Group.

## DATE OF NEXT SCHEDULED MEETING OF THE PLANNING COMMITTEE - 13TH JANUARY 2020

The Chairman closed the meeting at 7.36pm.

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Chairman