



Southbourne Parish Council

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REPORTS- PLANNING 25th April 2024

AGENDA ITEM 1

CHAIRMAN'S WELCOME AND INTRODUCTION

AGENDA ITEM 2

APOLOGIES FOR ABSENCE

Members are reminded that apologies for absence should be submitted to the Clerk ahead of the meeting and the reason for non-attendance.

AGENDA ITEM 3

TO APPROVE AND SIGN THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 4TH APRIL 2024

Minutes of the Meeting of Southbourne Parish Council's Planning Committee held Thursday 4TH April 2024

Present: Cllrs: A. Tait (Chair), T. Bangert, R. Humphreys (from agenda item 3), R. Robinson-Kyle (left the meeting at Agenda item 17), J. Money, S. Rosenberg and J. Walker.

In Attendance: M. Carvajal-Neal (Deputy Clerk)

17 members of public

1 representative from Friends of the Hambrook

193. CHAIR'S WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting. The meeting opened at 6.02 pm.

194. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Meredith due to work commitments, Cllr Bangert due to being on leave and Cllr Redman due to a family commitment.

195. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 17TH MARCH 2024

Members **AGREED** to **APPROVE** the Minutes of the Planning Committee held on 17TH March 2024 and they were signed by the Chair.

Cllr. R Humphreys joined the meeting at 18.04.

196. DECLARATIONS OF INTEREST

There were no declarations of interest.

197. ADJOURNED FOR OPEN FORUM

Chair of the Council: Cllr. Amanda Tait
Deputy Chair of the Council: Cllr. Neil Redman

Clerk: Sheila Hodgson
Deputy Clerk: Maria Carvajal-Neal

The Chair adjourned the meeting for Open Forum at 6.04pm and invited members of the public to speak.

No members of the public wished to speak but the Deputy Clerk read out a statement from a member of the public regarding the street naming proposal advising that she supports the name 'Millwood'.

The Deputy Clerk also asked members to note the email that had been circulated in relation to application SB/24/00631/PA1A including the photos.

The Chair re-adjourned the meeting at 6.04pm

198. CLERK'S UPDATE

No items.

199. ADJOURNMENT FOR PRESENTATIONS

Members received a presentation from the Hermitage Resident group in relation to application: 23/0024/OUT.

228.1 3 Members of the group spoke in relation to their concerns about this development and the way in which CDC officers managed the application at the CDC planning meeting where the application was considered by CDC Council. They highlighted the concerns raised in their complaint letter to CDC (previously circulated to the PC) namely that officers had acted in an unlawful way and as such the decision made is not lawful. The group asked the PC for the following:

1. To support their complaint.
2. To ask other Parish Councils to support their complaint.
3. To support the judicial action and to help fund the legal fees should the group pursue a judicial review.

The presentation ended at 18.23 and the Chair offered Members the opportunity to ask questions to the residents group.

228.1 A number of questions were asked by Members including the process and the funding of a judicial review.

The residents group described the process and explained that no one individual will be at financial risk. They clarified that they believed the importance of this particular site is that this site could set precedence for future applications in Southbourne and the rest of the Chichester District.

The Chair thanked the Resident Group for their attendance and their ongoing dedication to this issue.

The meeting was reconvened at 18.41.

200. TO CONSIDER ANY PROPOSALS RAISED BY THE PENNY LANE RESIDENTS GROUP.

Members considered the following proposals:

229.1 To support the Residents Group complaint (circulated ahead of the meeting).

Members considered this proposal and unanimously **AGREED** to support the residents Group complaint. The Deputy Clerk will compose a letter to CDC informing them of this decision. Members further **AGREED** for the Deputy Clerk to write to CDC officers, seeking an explanation for why the NP policies, particularly SB1- DEVELOPMENT WITHIN AND OUTSIDE THE SETTLEMENT BOUNDARIES, did not receive sufficient consideration to prevent the approval of this application (which lies beyond the settlement boundary).

229.2 To ask other Parish Councils to support their complaint.

Members considered this proposal and **AGREED** to advise the Residents Group to directly engage with the relevant Parish Councils, specifically to Westbourne and to Chidham and Hambrook. The recommendation is for the Residents Group to send their complaint letter, along with the PC's supportive letter, to the relevant Parish Councils.

229.3 To support the judicial action and to help fund the legal fees should the group pursue a judicial review.

Members considered this proposal and unanimously **AGREED** that they could not endorse funding for the judicial review, however they encouraged the Resident Group to apply to Full Council for a grant. The Deputy Clerk will initiate inquiries to ascertain whether the grant can cover legal fees and will subsequently advise the group.

201. CONSIDERATION OF PLANNING APPLICATIONS WEEKS 11-13

215.1 SB/24/00631/PA1A Members considered this application and **AGREED** that they **OBJECT** to the application for the following reasons:

- Permitted development status. Given the age of the building and the extent to which the proposed plans will alter the building Members were not satisfied that this application should be considered under 'permitted development' status.
- Members are concerned that significant building works have begun without permission.
- Layout and Density. Design, appearance and Materials. Members cannot consider these Material Considerations given that there is not enough detail in the application and as such must object until the details have been made available.
- Highway Safety. Noise. Dust and Fumes. Effect on trees and wildlife. Members cannot consider these Material Considerations that there is not enough detail in the application and as such must object until the details have been made available.
- Members request that either enforcement or building control visit the site and undertake an inspection to determine if an application under permitted development is adequate and appropriate.

215.2 SB/24/00663/ELD Members considered this application and **AGREED** that they had **NO OBJECTION** to the application.

215.3 SB/24/00191/DOM Members considered this application and **AGREED** that they had **NO OBJECTION** to the design or plans however Members felt that the double dropped kerb was excessive given that parking is limited in the area and parking concerns already exist. Members would recommend a single dropped kerb which gives access to off-street parking and would reduce the number of on street parking spaces that would be lost to this development. Members would also like clarity around the removal of the two existing disabled parking spaces. Are these disabled spaces no longer required?

202. CONSIDERATION OF AMENDED PLANNING APPLICATIONS

There were no items for consideration.

203. CONSIDERATION OF PLANNING APPEALS:

22/01005/FUL There was no update on the appeal, however it was **NOTED** that a second application to this site has now been approved.

233. TO NOTE THE RESPONSE FROM THE INFANT AND JUNIOR SCHOOLS AND CONSIDER ANY ACTIONS.

Members **NOTED** the response.

234. STREET NAMING PROPOSAL. TO RECEIVE AND NOTE THE ASSOCIATED LITERATURE AND TO CONSIDER AND AGREE TO A RESPONSE.

Members **NOTED** the proposal together with the comments raised in Open Forum and **AGREED** to support the name 'Millwood'

235. TO NOTE THE MINUTES OF TWO MEETINGS HELD WITH NETWORK RAIL, VOLUNTEERS FROM THE NPSG AND THE PC. INCLUDING CONSIDERATION OF A PROPOSAL TO WRITE TO CDC TO REQUEST THAT THE PC AND NETWORK RAIL AND CONSULTED ON THE BLD.

Members **NOTED** the minutes and **AGREED** that the Deputy Clerk compose a letter to CDC to request that Network Rail and the PC are consulted on the BLD.

236. TO CONSIDER A PROPOSAL TO HOLD A PRE-APP MEETING WITH LUKEN BECK RE: COOKS LANE SITE AND TO HOLD A MEETING REGARDING PENNY LANE.

Members considered this proposal and **AGREED** to review the PC's policy on engaging with developers before any meetings take place. As such Members **AGREED** to defer this item until the policy had been reviewed and add the reviewing of the policy to a future agenda.

237. TO CONSIDER A PROPOSAL TO CONTACT METIS HOMES AND REQUEST A MEETING REGARDING AN UPDATE ON THE DEVELOPMENT OF THE HARRIS SCRAPYARD SITE.

Members **NOTED** that during site visits at Harris Scrapyard undertaken in 2023 Metis advised the PC that they would welcome the PC visiting the site (if permission was granted) at regular intervals throughout the build including during the initial stages of clearing and decontamination of the site. Members **AGREED** that Officers arrange a site visit after the policy on meeting with developers has been reviewed, as per Min ref 236.

Members also considered a proposal to invite other groups or agencies to the meeting including Friends of the Hambrook and a representative from the Rivers Trust. The Deputy Clerk advised that in order to invite other agencies, groups, or persons to attend meetings with developers the PC must have received a copy of their Terms of Reference (or other relevant document outlining their policies) in advance of the meeting and agree to support their policies at Committee before attending in collaboration. This was **AGREED**. As a Member of the Friends of Hambrook was present he agreed to take this back to the group.

Councillor R. Robinson-Kyle left the meeting at 19.44 due to illness.

238. TO CONSIDER A PROPOSAL TO APOINT NON-COUNCILLOR MEMBERS TO ATTEND MEETINGS WITH DEVELOPERS.

The Chair gave a verbal update on this. As Members had already agreed to review the policy on meeting with developers Members **AGREED** to defer this item.

239. TO CONSIDER A PROPOSAL FROM CLLR BANGERT TO INVITE GREYFRIARS TO ATTEND A COMMITTEE MEETING TO DISCUSS THE SERVICES THEY OFFER REGARDING AFFORDABLE HOUSING.

Cllr Bangert was not present at the meeting however Members still considered the proposal and **AGREED** to Officers writing to Greyfriars.

240. TO NOTE THE DATE AND TIME OF THE NEXT MEETING. Thursday 25th April 2023, 6pm at St John's church centre.

The meeting closed at 19.46.

AGENDA ITEM 4

DECLARATIONS OF INTEREST

Members and officers are invited to make any declarations of disclosable pecuniary and/or ordinary interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent and if not previously included on their register of interests to notify the monitoring officer within 28 days.

AGENDA ITEM 5

ADJOURNMENT FOR PUBLIC OPEN FORUM

The Chair will adjourn the meeting for Open Forum. During these sessions members of the public will be permitted to speak and ask questions. Members are asked to note that no decision can be made during this time and any item requiring further discussion will need to be deferred to a future agenda.

AGENDA ITEM 6

CLERK'S UPDATE

- 6.1 To **NOTE** that the letters agreed at the previous meeting have now been sent to CDC planning.
- 6.2 To **NOTE** the letter in support of the Hermitage Residents Group has also been sent to the group.
- 6.3 To **NOTE** that no response has been received as yet from FROTH (friends of the river Hambrook) with regards to them issuing their plans to the PC.
- 6.4 To **NOTE** a response has been received from Andrew frost in relation to the letter regarding the BLD: (no other responses have been received).

Thanks for your emailed letter of 9 April.

I can advise that the District Council is in the process of appointing external consultants to assist us in preparing the development plan document.

As previously advised, within the remit of the statutory requirements we will ensure that the parish council and all relevant consultees are properly engaged in the process. As part of this, I have no doubt that one of the early actions for our consultants will be to meet with the parish council, to discuss evidence gathering, to hear the PC's thoughts and to update you on the planned programme and timescales.

I hope this is helpful.

AGENDA ITEM 7

ADJOURNMENT FOR PRESENTATIONS

To **CONSIDER** a request from Smith Simmonds and Partners on proposals for Tuppeny Barn.

Members are asked to **CONSIDER** if they wish to invite Smith Simmonds and Partners to present to the committee. Members are asked to **NOTE** that at the time of writing Officers had not received any details of the application and given that no application has been submitted to CDC as yet there are no details on the portal.

AGENDA ITEM 8

CONSIDERATION OF PLANNING APPLICATIONS WEEKS 14-16

Members are asked to **CONSIDER** the following planning applications presented to the Committee via the local planning authority. Members are further asked to **AGREE** to support, object to or remain neutral and **AGREE** to any comments to be submitted to the local planning authority.

8.1 SB/24/00492/TPA - Case Officer: Henry Whitby

Mrs Catharine Guntert

Land West/North-West Of Bourne View 44 Penny Lane Southbourne Emsworth

Reduce east and south-east sectors by approx. 1m (overhanging adjacent access and driveway) on 1 no. Oak tree (T1) subject to SB/20/00203/TPO.

O.S. Grid Ref. 475961/105983

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S9LYEYERHHB00>

8.2 SB/24/00767/PA1A - Case Officer: Annie Gietzold

Mr and Mrs A Cripps

7 Manor Road Southbourne Emsworth West Sussex

Single storey extension to the rear (a) rear extension - 4.3m (b) maximum height - 3.45m (c) height of eaves - 2.5m.

O.S. Grid Ref. 476874/106131

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SB1YKZERHZK00>

8.3 SB/24/00843/DOM - Case Officer: Eleanor Midlane-Ward

Mr & Mrs Selway

6 Harcourt Crescent Southbourne Emsworth West Sussex

Proposed (part) garage conversion.

O.S. Grid Ref. 477444/105830

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SBH8MQERI5C00>

AGENDA ITEM 9

CONSIDERATION OF AMENDED PLANNING APPLICATIONS-

None received.

AGENDA ITEM 10

CONSIDERATION OF PLANNING APPEALS:

10.1 22/01005/FUL Proposed Development: Partial demolition, conversion, and alterations of the detached outbuilding adjacent to the public house to create a 3-bedroom chalet bungalow with associated parking and landscaping. Application No: 22/01005/FUL DCLG Ref No: APP/L3815/W/23/3332093 Start Date: 26.01.2024 An appeal has been lodged against the Refusal of Planning Permission or Prior Approval.

[22/01005/FUL | Partial demolition, conversion, and alterations of the detached outbuilding adjacent to the public house to create a 3-bedroom chalet bungalow with associated parking and landscaping. | The Sussex Brewery 36 Main Road Southbourne West Sussex PO10 8AU \(chichester.gov.uk\)](#)

Reference: APP/L3815/W/23/3332093

Appellant/Applicant Punch Partnerships PML Ltd	Agent Francesca Pepper	Site Address Sussex Brewery, 36 Main Road Southbourne West Sussex PO10 8AU
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Case Details		Dates	
Case Type	Planning Appeal (W)	Start Date	26 Jan 2024
Local Planning Authority	Chichester District Council	Questionnaire due	02 Feb 2024
		Statement(s) due	01 Mar 2024
Case Officer	James Pocock	Interested Party Comments due	01 Mar 2024
Procedure	Written representations	Appellant/LPA Final Comments due	15 Mar 2024
Status	In Progress	Inquiry Evidence due	N/A
Decision and Outcome	Not yet decided	Event Date	Not arranged
Case Link Status	Not Linked	Decision Date	Not yet decided
Linked Cases	0		

10.2 22/01477/FUL Site Location: Gatehouse , Inlands Road, Nutbourne, West Sussex PO18 8RJ Proposed Development: Demolition of existing dwelling, replace with 5 no. flats, new access, parking, landscaping and associated works. Application No: 22/01477/FUL DCLG Ref No: APP/L3815/W/24/3337056 Start Date: 09.04.2024

[22/01477/FUL | Demolition of existing dwelling, replace with 5 no. flats, new access, parking, landscaping and associated works. | Gatehouse Inlands Road Nutbourne West Sussex PO18 8RJ \(chichester.gov.uk\)](#)

Reference: APP/L3815/W/24/3337056

Appellant/Applicant Domusea Developments Ltd	Agent Mrs Natalie McKellar	Site Address Gatehouse Inlands Road Nutbourne CHICHESTER PO18 8RJ
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Case Details		Dates	
Case Type	Planning Appeal (W)	Start Date	09 Apr 2024
Local Planning Authority	Chichester District Council	Questionnaire due	16 Apr 2024
		Statement(s) due	14 May 2024
Case Officer	Daniel Reid	Interested Party Comments due	14 May 2024
Procedure	Written representations	Appellant/LPA Final Comments due	28 May 2024
Status	In Progress	Inquiry Evidence due	N/A
Decision and Outcome	Not yet decided	Event Date	Not arranged
Case Link Status	Not Linked	Decision Date	Not yet decided
Linked Cases	0		

AGENDA ITEM 11

TO REVIEW ALL PERMITTED AND PENDING APPLICATIONS IN THE SOUTHBOURNE PARISH AREA AND TO CONSIDER ANY REQUIRED ACTIONS INCLUDING TO RECEIVE AN UPDATE ON ANY ITEMS DISCUSSED AT CDC PLANNING MEETINGS.

Link to live document is stored in the Councillor Folder

22/01751/FUL	Wayside	permitted		8
20/01898/REM	Breach Ave	permitted	36 complete	
22/00157/REM	Cooks Lane	permitted		199
22/01284/FULEIA	Harris Scrap yard/Oak Farm	Permitted on appeal		103
21/03365/FUL	Priors Orchard/traveller site	Permitted on appeal	9 houses	
22/00593/FUL	South Lane	permitted		8
22/01903/OUT	4 Acres	permitted		40
23/00024/OUT	Penny Lane	permitted		84
Sum				487
21/01910/OUT	Willow Brook	refused		0
23/02114/FUL	Hamcroft	Refused	0 HELAA states 120	
21/00596/EIA	Hallam/Behind Tuppenny Barn	EIA pending		110
22/01005/FUL	Sussex Brewery	reapplication		1
Sum				111

Total	598
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AGENDA ITEM 12

TO NOTE THE ENFORCEMENT NOTICE FROM CDC. REF SB/15/02399/FUL

Circulated separately.

AGENDA ITEM 13

TO REVIEW THE POLICY ON MEETING WITH DEVELOPERS AND AGREE TO ADOPT THE NEW POLICY

The original and a draft copy has been circulated separately.

AGENDA ITEM 14

TO CONSIDER A PROPOSAL TO HOLD A PRE-APP MEETING WITH LUKEN BECK RE: COOKS LANE SITE AND TO HOLD A MEETING REGARDING PENNY LANE.

Circulated separately.

14.1 Members are asked if they **AGREE** to hold a pre-app meeting with Luken Beck regarding Cooks Lane site.

14.2 Members are asked if they **AGREE** to hold a pre-app meeting with Luken Beck regarding Penny Lane site.

AGENDA ITEM 15

TO CONSIDER A PROPOSAL TO CONTACT METIS HOMES AND REQUEST A MEETING REGARDING AN UPDATE ON THE DEVELOPMENT OF THE HARRIS SCRAPYARD SITE.

During site visits at Harris Scrapyard undertaken in 2023 Metis advised the PC that they would welcome the PC visiting the site (if permission was granted) at regular intervals throughout the build including during the initial stages of clearing and decontamination of the site. Members are asked if they wish Officers to arrange a site visit. Members are asked to identify who should attend the site visits.

This item is deferred from a previous meeting.

AGENDA ITEM 16

TO CONSIDER A PROPOSAL TO APOINT NON-COUNCILLOR MEMBERS TO ATTEND MEETINGS WITH DEVELOPERS.

The Chair will give a verbal update. Deferred from previous meeting. Members are asked to **CONSIDER** if they **AGREE** to non-councillors attending meetings with developers and if **AGREED** do they wish to appoint Members?

AGENDA ITEM 17

TO NOTE THE DATE AND TIME OF THE NEXT MEETING.

Thursday 16th May 2024, 6pm at St John's Church Centre