



## Southbourne Parish Council

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### REPORTS- PLANNING 29<sup>th</sup> MAY 2025

#### AGENDA ITEM 1

TO NOTE THE APPOINTMENTS OF CLLR. TAIT AS CHAIR OF THE PLANNING COMMITTEE AND CLLR. WHEELER AS VICE CHAIR OF THE PLANNING COMMITTEE AS APPROVED BY COUNCIL AT THE 13<sup>TH</sup> MAY 2025 ANNUAL MEETING

#### AGENDA ITEM 2

CHAIRMAN'S WELCOME AND INTRODUCTION

#### AGENDA ITEM 3

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 4

MEMBERS ARE ASKED TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 8<sup>th</sup> MAY 2025

**Minutes of the Meeting of Southbourne Parish Council's Planning Committee held Thursday 8<sup>th</sup> May 2025**

**Present:** Cllrs: A. Tait (Chair), Cllrs J. Money, K. Sivyer & M. Wheeler.

**In Attendance:** M. Carvajal-Neal (Deputy Clerk), 1 Member of the public and 2 representatives from Elivia Homes.

*The meeting started at 18:01.*

#### 240. CHAIRMAN'S WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting.

#### 241. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr. L. Meredith due to work commitments, Cllr. I. Finnegan due to leave and Cllr. Redman, no reason was given. No other apologies were received.

#### 242. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 17<sup>th</sup> April 2025

Members **AGREED** to **APPROVE** the Minutes of the meeting held on 17<sup>th</sup> April 2025.

#### 243. DECLARATIONS OF INTEREST

There were no declarations of interest at this time.

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#### 244. ADJOURNMENT FOR PUBLIC OPEN FORUM

There were no items for Open Forum.

#### 245. CLERK'S UPDATE

Members **NOTED** the Deputy Clerks reports as previously circulated including:

**245.1** Members **NOTED** no response has been received as yet concerning the correspondence sent to CDC regarding Thornham.

**245.2** Members **NOTED** the email from CDC principal planning officer in response to the correspondence sent to CDC regarding a 'Community Hub'. Members will receive proposed dates for a meeting by email. Members were asked to check their email and respond in a timely manner.

**245.3** Members also **NOTED** the response from Southern Water regarding their status as a consultee to the LPA.

#### 246 PRESENTATIONS

*The meeting was adjourned at 18:06*

Members received a presentation from Elivia Homes. The presentation covered the following topics:

- The new layout (not definitive) including an emergency exit onto Hurstwood Road and the retained hedgerow. Greenspaces exceed what is required. Green Ring has been adjusted slightly to conform with SPCs request for a more natural design.

- The housing mix including 30% affordable housing, spread throughout the site.

- Play spaces, Elivia are keen to seek the PCs opinion on how these are to be designed and managed.

Members raised a number of questions including:

Q. Following discussions with Southern Water Members are aware that surface water is the biggest contributor to flooding, can Elivia ensure that Driveways and roads are made using permeable materials.

A. Elivia advised that there are a number of different surfaces and a mixture of permeable and non-permeable designed to deal with surface water. Permeable surfaces will be laid in the areas where they need to be.

Q. Have Elivia contacted Bloor Homes regarding connectivity of the Green Ring.

A. No, but Elivia have checked Bloor's plans and have connected their phase of the Green Ring to where Bloor's plans indicate the Green Ring to be.

Q. Is the pumping station designed to cope with the total load of the development and does it have an emergency backup.

A. Elivia advised it is designed to cope with the total load from the development and should have a back up mechanism.

Members were pleased to see the new designs conforms with many of the recommendations made by SPC at previous meetings including retention of the hedgerow, a more natural Green Ring and increase in greenspaces, a footpath away from Cooks Lane. The Chair thanked Elivia for their continued engagement with SPC.

*The meeting was re-adjourned at 18:36*

It was proposed and **AGREED** to add consideration of play spaces to a future agenda.

#### 247 CONSIDERATION OF PLANNING APPLICATIONS WEEKS 15-17

**247.1** 25/00809/DOM- withdrawn by CDC since circulation. This was **NOTED**.

**247.2** SB/25/00792/FUL- Members considered this application and **AGREED** they had **NO OBJECTION**.

However, Members were disappointed to see that there were some issues with the quality of the information uploaded to the portal:

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1. The site plan was corrupted and could not be viewed.
  2. The location plan did not have a key and as such it was not clear what the coloured lines were indicating.

Members were concerned that they are increasingly seeing issues in the quality of the documents uploaded to the portal and it was proposed and **AGREED** that Officers write to CDC to raise these concerns.

**247.3 SB/25/00991/DOM-** Members considered this application and **AGREED** that they had **NO OBJECTION**. However, Members would like to see that roof lights are internally shaded in order to conform with SPC NP Policy SB17, dark skies.

It was proposed that Members also add a comment in line with the issues raised by Southern Water at the meeting of 29<sup>th</sup> April regarding combined sewage systems. This was **AGREED**. It was further **AGREED** that Officers write a statement that can be used for all applicable applications, that this statement be circulated to Members for comments.

#### **248 CONSIDERATION OF AMENDED APPLICATIONS:**

##### **248.1 SB/01161/OUTEIA THIS IS DUE TO BE CONSIDERED AT CDC COMMITTEE.**

Members **NOTED** that this application went to CDC committee on 7<sup>th</sup> May. The SPC Chair and a resident spoke against the application. The item was deferred for further consultation with Highways. The Chair wished to thank the resident, Ceri Stunt for her diligent work and for her support and proposed that Officers send a letter of thanks. This was **AGREED**.

##### **248.2 23/01618/FUL - LAND WEST OF 23 SOUTHBOURNE AVENUE, SOUTHBOURNE.**

SPC were not notified that this application was going to committee, nor that it had been amended. Officers raised concerns with CDC that SPC had not been notified. The Chair spoke against this application in line with comments made by the SPC planning committee on the original application.

#### **249 CONSIDERATION OF PLANNING APPEALS:**

##### **249.1 SB/22/01941/FUL STABLES NORTH OF THORNHAM FARMHOUSE, PRINSTED LANE**

Members **NOTED** that there were still no updates on this appeal.

##### **250 TO REVIEW ALL PERMITTED AND PENDING APPLICATIONS IN THE SOUTHBOURNE PARISH AREA AND TO CONSIDER ANY REQUIRED ACTIONS.**

Members **NOTED** the updates and the spreadsheet of applications was reviewed.

##### **251 TO NOTE THAT THE MEETING WITH RESIDE ON 14<sup>TH</sup> MAY WILL TAKE PLACE AT ST JOHNS CHURCH AND TO REVIEW ANY ITEMS FOR THE AGENDA.**

Members **NOTED** the meeting date and time.

The Chair circulated a report by the Western Sussex Rivers Trust which detailed suggested enhancements to aid reducing flood risks to properties within the Hambrook Catchment area, increase biodiversity/connectivity within and adjacent to the Willowbrook site. It was proposed and **AGREED** to share this with Reside.

The Deputy Clerk circulated to Members a list of questions from C&H PC and it was **AGREED** to approve the questions. Members further **AGREED** to add an item regarding pumping stations; how they will be operated and what the backup plan is in case of failure.

**251.1** It was proposed to request a Failure Modes, Effects, and Criticality Analysis (FMECA) report from Reside. The Deputy Clerk advised that historically, the committee has found such reports to be written in technical language suited primarily to specialists. The Deputy Clerk recommended that it might be more effective to ask

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specific questions in plain language. Despite this advice, after discussion, Members rejected the Deputy Clerks recommendation and **AGREED** to request the FMECA report.

**252 TO RECEIVE AN UPDATE ON THE SOUTHERN WATER (SW) MEETING INCLUDING CONSIDERATION OF:**

**252.1 A PROPOSAL TO WRITE TO MP J. BROWN-FULLER IN SUPPORT OF THE CAMPAIGN TO MAKE SW A STATUTORY CONSULTEE ON PLANNING APPLICATIONS.**

Members considered this proposal and **AGREED** for Officers to write to MP J. Brown-Fuller advising that SPC support her campaign to make Southern Water a statutory consultee on planning applications.

**252.2 SUBMITTING AN INFORMATION REQUEST TO SW REGARDING THE ITEMS IN THE CORRESPONDENCE SENT TO CDC RE THORNHAM.**

Members considered this proposal and **AGREED** for Officers to write to Southern Water by way of an information request regarding the points raised in the correspondence to CDC and at the meeting with SW.

**252.3 TO CONSIDER A PROPOSAL BY SW TO SEEK PARISH COUNCIL SUPPORT IN THEIR CAMPAIGN TO REDUCE STORM OVERFLOWS.**

Members considered the proposal presented by Southern Water to Parish Councils during the meeting held on 29th April. The Chair provided an update on Southern Water's ongoing campaign to reduce storm overflows, highlighting the successes achieved in other regions.

It was noted that Southern Water intends to engage with residents directly through door-to-door visits. As such, Southern Water has requested that Parish Councils inform residents to expect representatives conducting cold calls as part of this outreach effort. Members **AGREED** to the proposal and further **AGREED** that Officers publicise the campaign wherever appropriate.

**252.4 TO RATIFY THE CORRESPONDENCE SENT TO SW PLANNING DEPARTMENT REGARDING THE APPLICATION: SB/01161/OUTEIA AND THEIR RESPONSE TO THE APPLICATION.**

Members **AGREED** to **RATIFY** the correspondence sent to Southern Water.

**253 TO NOTE THE DATE AND TIME OF THE NEXT MEETING**

Thursday 29<sup>th</sup> May 2025, 6pm at St. John's Church Centre

The meeting closed at 19:21

**DECISION:**

Do Members **AGREE** to **APPROVE** the minutes of the Planning Meeting held on the 17<sup>th</sup> April 2025

**AGENDA ITEM 5**

**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 6**

**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 7**

**CLERK'S UPDATE**

*The Clerk will give an update on items that are for information only and do not require a decision*

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7.1 To **NOTE** planning training dates and to receive the Training information sheet.

7.2 To **RECEIVE** and **NOTE** the Housing Need data from CDC.

7.3 A reminder of the meeting with CDC regarding the community Hub on 3<sup>rd</sup> June 1pm. If councillors wish to attend and have not received the Teams link please let the Deputy Clerk know.

7.4 To **NOTE** that Planning Training has been offered by CDC to Parish Councils and that Officers have registered for training.

## **AGENDA ITEM 8**

### **PRESENTATIONS**

*The Chair will adjourn the meeting for Presentations. During these sessions members will be permitted to speak and ask questions. There are no scheduled presentations.*

## **AGENDA ITEM 9**

### **CONSIDERATION OF PLANNING APPLICATIONS WK 18-20**

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.

9.1 Wk 18 no applications

9.2 25/01094/DOM - Case Officer: Emma Kierans

Mr & Mrs C King

The Old Bakery Prinsted Lane Prinsted Emsworth

Replacement single storey extension and external alterations.

O.S. Grid Ref. 476447/105463

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SVMJOUERHIN00>

9.3 SB/25/01094/DOM - Case Officer: Emma Kierans

Mr & Mrs C King

The Old Bakery Prinsted Lane Prinsted Emsworth

Replacement single storey extension and external alterations.

O.S. Grid Ref. 476447/105463

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SVMJOUERHIN00>

9.4 Wk 20 no applications

**DECISION:** Do Members **AGREE** to consider the above applications and **AGREE** to support, object to or remain neutral to any application. Do Members **AGREE** to submit comments to the local planning authority.

## **AGENDA ITEM 10**

### **CONSIDERATION OF AMENDED APPLICATIONS:**

10.1 25/00840/FUL

## **AGENDA ITEM 11**

### **CONSIDERATION OF PLANNING APPEALS:**

11.1 SB/22/01941/FUL STABLES NORTH OF THORNHAM FARMHOUSE, PRINSTED LANE REF: APP/L3815/W/25/3358934

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Date arranged

**AGENDA ITEM 12**

**TO REVIEW ALL PERMITTED AND PENDING APPLICATIONS IN THE SOUTHBOURNE PARISH AREA AND TO CONSIDER ANY REQUIRED ACTIONS. INCLUDING:**

[Permitted and Pending Applications.url](#)

**DECISION:** Do Members **AGREE** to reconsider any application and **AGREE** to support, object to or remain neutral to any application. Do Members **AGREE** to submit comments to the local planning authority.

**AGENDA ITEM 13**

**TO RECEIVE AND NOTE AN UPDATE FOLLOWING THE MEETING WITH RESIDE ON 14<sup>TH</sup> MAY**

The Chair may wish to give a verbal report of the meeting.

**AGENDA ITEM 14**

**TO RECEIVE AN UPDATE ON SOUTHERN WATER'S CAMPAIGN TO REDUCE STORM OVERFLOW AND TO FORMALISE THE STATEMENT FOR PLANNING COMMENTS REGARDING STORM OVERFLOWS**

The Deputy Clerk will provide an update on any correspondence received.

**AGENDA ITEM 15**

**TO RECEIVE AN UPDATE ON THE PLANNING TRAINING UNDERTAKEN BY A NUMBER OF COUNCILLORS and to CONSIDER ATTENDANCE AT ANY FUTURE TRAINING DATES**

14.1 The Chair may wish to give a verbal report.

14.2 The Deputy Clerk will provide meeting dates and request confirmation of attendance by any Members who wish to attend training.

**AGENDA ITEM 16**

**TO RECEIVE AND NOTE THE DETAILS OF THE DEVELOPMENT MANAGEMENT SERVICE REVIEW AS PER THE CABINET MEETING OF CHICHESTER DISTRICT COUNCIL ON 13<sup>TH</sup> MAY AND TO CONSIDER ANY ACTIONS FOLLOWING THE DECISION MADE BY CABINET**

[Decision - Development Management Service Review - Chichester District Council](#)

**AGENDA ITEM 17**

**TO NOTE THE DATE AND TIME OF THE NEXT MEETING**

Thursday 19<sup>th</sup> June 2025, 6pm at St Johns Church Centre.