**Minutes of the Meeting of Southbourne Parish Council’s Planning Committee held Thursday 8th 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.*

1. **CHAIRMAN’S WELCOME AND INTRODUCTION**

The Chair welcomed everyone to the meeting.

1. **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.

1. **TO APPROVE AND SIGN THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 17th April 2025**

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

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest at this time.

1. **ADJOURNMENT FOR PUBLIC OPEN FORUM**

There were no items for Open Forum.

1. **CLERK’S UPDATE**

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

* 1. Members **NOTED** no response has been received as yet concerning the correspondence sent to CDC regarding Thornham.
  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.
  3. Members also **NOTED** the response from Southern Water regarding their status as a consultee to the LPA.

1. **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.

1. **CONSIDERATION OF PLANNING APPLICATIONS WEEKS 15-17**
   1. 25/00809/DOM- withdrawn by CDC since circulation. This was **NOTED**.
   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:

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.

* 1. 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 29th 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.

1. **CONSIDERATION OF AMENDED APPLICATIONS:** 
   1. **SB/01161/OUTEIA THIS IS DUE TO BE CONSIDERED AT CDC COMMITTEE.**

Members **NOTED** that this application went to CDC committee on 7th 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**.

* 1. **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.

1. **CONSIDERATION OF PLANNING APPEALS:**
   1. **SB/22/01941/FUL STABLES NORTH OF THORNHAM FARMHOUSE, PRINSTED LANE**

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

1. **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.

1. **TO NOTE THAT THE MEETING WITH RESIDE ON 14TH 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.

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 specific questions in plain language. Despite this advice, after discussion, Members rejected the Deputy Clerks recommendation and **AGREED** to request the FMECA report.
2. **TO RECEIVE AN UPDATE ON THE SOUTHERN WATER (SW) MEETING INCLUDING CONSIDERATION OF:**
   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.

* 1. **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.

* 1. **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.

* 1. **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.

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

Thursday 29th May 2025, 6pm at St. John’s Church Centre

The meeting closed at 19:21

Signed …………………………………………………………………………………

Dated …………………………………………………………………………………