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18th June 2019

Notice is hereby given that there will be a meeting of the:

Planning and Transportation Committee

Place: **New Millennium Chamber, Manor House, Church Street, Littlehampton**

Date: **Monday 24th June 2019**

Time: **6.30pm**

Committee:

Councillor C Blanchard-Cooper (Chair)

Councillor B Blanchard-Cooper

Councillor Long

Councillor Molloy

Councillor Price

Councillor Tandy

Peter Herbert, Town Clerk

Agenda

2019/20

1. Evacuation Procedures

2. Filming of Council Meetings, Use of Social Media and Mobile Phones

During this meeting, the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. Any items in the Exempt Part of an agenda cannot be filmed. If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

3. Apologies

4. Declarations of interest

Members and Officers are reminded to make any declaration of disclosable pecuniary or personal and/or prejudicial interests that they may have in relation to items on this Agenda.

You should declare your interest by stating:

- a. the item you have the interest in
- b. whether it is a disclosable pecuniary interest, whereupon you will be taking no part in the discussions on that matter, or
- c.
 - (i) whether it is a personal interest and the nature of the interest
 - (ii) whether it is also a prejudicial interest
 - (iii) If it is a prejudicial interest, whether you will be exercising your right to speak under PUBLIC FORUM

It is recorded in the register of interests that:

- Councillor B Blanchard-Cooper is a Member of Arun District Council
- Councillor C Blanchard-Cooper is a Member of Arun District Council

These interests only need to be declared at the meeting if there is an agenda item to which they relate.

5. Minutes

To confirm the Minutes of the meeting held on 28th May 2019, circulated herewith (pages 4 - 13). In accordance with the Town Councils' Standing Orders, Section 9 (a), Members are reminded that no discussion of the draft minutes of a preceding meeting shall take place except in relation to their accuracy.

6. Chair's Report and Urgent Items

7. Public Forum

Members of the public are invited to ask questions or raise issues which are relevant and are the concern of this committee. A period of 15 minutes is allocated for this purpose. If possible, notice of intention to address the Committee should be given to the Clerk by noon of the day of the meeting.

8. Planning and other Arun District Council Matters

8.1. Planning Applications- Lists 22, 23, 24 and 25 if available (Attached, Pages 14 – 16)

8.2. Member Training – Planning Matters – To note that a training session has been arranged for Councillors and will take place on Thursday 4th July 2019 at 6pm in the Fleming Room.

9. Transportation and other West Sussex County Council Matters

10. Masterplan- North Littlehampton

11. Exempt Business

It is **Recommended** that:

The public and accredited representatives of the press be excluded from the Meeting under Section 100 Local Government Act 1972 due to the confidential nature of the business to be conducted.

Minutes of a Meeting of the Planning and Transportation Committee held in the New Millennium Chamber, Manor House, Church Street, Littlehampton on Tuesday 28th May 2019 at 6.30pm

Present:

Councillor C Blanchard-Cooper (Chair)
Councillor B Blanchard-Cooper
Councillor Long
Councillor Tandy
Councillor Chace substituted for Councillor Price
Councillor Buckland substituted for Councillor Molloy

2019/2020

1. Evacuation Procedures

The evacuation procedures were noted.

2. Filming of Council Meetings Use of Social Media and Mobile Phones

The procedures were noted.

3. Apologies

There were apologies from Councillors Molloy and Price.

4. Declarations of Interest

Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and/or prejudicial interests that they might have in relation to items on the Agenda. The standing declarations were noted.

Councillor Buckland declared a personal interest as a West Sussex County and Arun District Councillor across the Agenda.

Councillor B Blanchard-Cooper declared a personal interest in planning matters as a member of the Development Control Committee and as Chair of the District Council's Licensing Committee. He confirmed that should any items on the agenda come before him in these forums, he would consider them without predetermination, taking into account the papers that were before him and the debate in those forums.

5. Minutes

The Minutes of the meeting held on 29th April 2019 (previously circulated), were confirmed as a true record and signed by the Chair.

6. Chair's Report and Urgent Items

6.1. Non-Strategic Sites Development Plan Documentation (DPD) Issues and Options consultation

The parish workshop scheduled to take place that morning aimed at taking forward the work on sites proposed to meet additional housing requirements had been cancelled. A new date was awaited. It was **Resolved** that:

The update be noted.

6.2. Notification of Committee Hearing re: LU/78/19/PL - 32 Griffin Crescent, Littlehampton

The Committee was informed that this application would be determined by the District Council's Development Control Committee on 5th June 2019. The Town Council had objected to the application on the grounds that the resultant dwellings were deficient in terms of external and internal space provision and did not meet the current space standards. It was **Resolved** that:

The update be noted.

6.3. ADC Consultation regarding proposed supplementary planning guidance on Accommodation for Older People and People with Disabilities

The Town Clerk reported that the District Council had published a draft supplementary planning guidance on accommodation for older people and people with disabilities on 23rd May 2019. The consultation was open until 20th June 2019, which was before the next meeting of this Committee. The document would be used as interim guidance for the purposes of determining planning applications so as to try and increase the amount of appropriately sized dwellings being delivered. Members were invited to send any views that they had on this draft to the Town Clerk so that he could compile a response in consultation with the Chair. It was **Resolved** that:

The Town Clerk be given delegated authority to respond to the consultation, in consultation with the Chair, having incorporated the comments of Members.

6.4. Member Training – Planning Matters

The Town Clerk reported that an external provider had been contacted regarding the provision of planning training for Councillors which focused on the Town Council's role as a consultee commenting on planning applications. Whilst a Thursday was the preferred day, the Thursday put forward clashed with another Town Council meeting. Therefore, officers would consult Members about a new date.

7. Public Forum

There were 15 members of the public present.

- 7.1** Several members of the public raised concerns with regard to planning application LU/125/19/PL. This related to the demolition of three garages and the erection of a seven room House in Multiple Occupation (HMO) with shared facilities and parking for three cars. Representations from the meeting came from very close neighbours living in York Road and Arundel Road. The concerns that they had about the application were: -
- Inadequate car parking
 - The strong likelihood of increased antisocial behaviour
 - The impact on the privacy on local neighbours with one comment being that the premises would immediately overlook their bedroom
 - The number of other similar properties in the immediate area
 - The state of the premises already as a result of neglect by the landlord
 - Fly tipping
 - The over population of the area and lack of infrastructure
 - The area being blighted
 - The impact on children attending the local school as a result of the behaviour of the likely tenants
- 7.2** In summary, the representations mainly focused upon the likely intolerable increase in antisocial and criminal behaviour, which was already at very high levels as a result of the creation of similar properties in the vicinity. The other main concerns related to the lack of car parking, a problem that would be exacerbated by this, and the unacceptable impact on the whole immediate area as a result of an oversupply of one type of accommodation.
- 7.3** Mr Ellis raised three points. The first referred to planning application LU/91/19/PL (various sites along the promenade, Littlehampton) which he stated required more information before a decision was made. With regard to planning application LU/141/19/HH, he commented that the property could be seen and emphasised its location with regard to the conservation area.
- 7.4** Lastly, Mr Ellis asked that the Town Council review the District Council's decision relating to LU/81/19/A and the sign at Lovelong House. He was concerned that the Town Council had objected but that the matter had not been brought before the Development Control Committee and that the decision had been made by an officer. The Town Clerk undertook to clarify

the procedures that the District Council had taken in approving this application.

- 7.5 Mrs Tyrell again drew the Committee's attention to the problem of ignoring the no right turn at the junction of River Road and the one way stretch of Surrey Street. Councillor Buckland, as the local County Councillor, stated that this problem had been ongoing for many years and he would ask the Highway Engineers at the County Council to look at this further. He would take this forward under his capacity as a County Councillor.

8. Planning and Other District Council Matters

8.1. Planning Applications – Lists 18, 19, 20 and 21

It was **Resolved** that:

The representations of the Council (appended to these Minutes as Appendix 1) be forwarded to Arun District Council.

8.2. Planning Application LU/47/19/RES - Kingley Gate, Courtwick Lane

The Committee had before it proposals in respect of the reserved matters relating to the provision of sports facilities at adjacent to the development (previously circulated). Changes were proposed to the exterior of the facilities building including canopies over the doors and the re-introduction of signage next to the front door. In addition, two car parking spaces opposite houses on Courtwick Lane were to be repositioned. However, following the publication of the agenda, the Town Council had been advised that further changes to the design were likely and it was therefore **Resolved** that:

The Town Clerk, in consultation with the Chair of the Committee, be delegated authority to respond to the changes once the design was finalised.

8.3. Planning Application LU/136/19/PL - Littlehampton Skate Park Sea Road Littlehampton

The formal planning application relating to the partnership project between the Town and District Council to build a new concrete skate park with floodlighting and a new parkour training facility had been submitted. The application was due to be determined by the 3rd July 2019. It was **Resolved** that:

The update be noted.

9. Transportation and West Sussex County Council Matters

There were none.

10. Masterplan – North Littlehampton

There was nothing further to report.

11. Exempt Business

There was none.

The meeting closed at 8:30pm.

CHAIR

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Tuesday 28th May 2019
Representation on Lists 18, 19, 20 and 21

Page 1 of 5

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
18	Courtwick with Toddington	JL/FT	LU/134/19/PO	Application to discharge a Planning Obligation dated 15/01/1975 under Planning reference LU/484/73 (APP/1321/A/74/3173) relating to occupation of dwelling limited to person solely employed, or last employed in agriculture	Glenvillea Chalet Old Mead Rd Littlehampton BN17 7PU	No Objection
19	River		LU/140/19/L	Listed building consent for the propping canopy & supporting timber posts, demolition & reinstatement of balcony	15 South Terrace Littlehampton BN17 5NZ	No objection
19	Courtwick with Toddington	JL/FT	LU/133/19/PL	'Application for full planning permission for the demolition of the existing vacant dwelling and workshop and the erection of 10 detached dwellings. (9 dwellings net) as described on the submitted plans'	'Site of Inglecroft' Barn Close Littlehampton West Sussex BN17 6JU	Objection: On the grounds of overdevelopment of the site; the impact on the highway both in terms of increased usage and the visibility onto Toddington Lane and the lack of social infrastructure to deal with additional housing.

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Tuesday 28th May 2019
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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
19	River	MM	LU/91/19/PL	Change of use of parts of seafront for temporary food & drink outlets & other seaside uses together with associated temporary/portable structures & equipment for use by businesses associated with those outlets. Re-submission.	Various Sites Along The Promenade Littlehampton BN17 5LF	Objection: As a result of the application needing to address alternative locations for coaches should they be moved from Banjo Road and the concerns with regard to health and safety relating to the location of some of the sites and the marked route of the road train. This was particularly seen to be a problem where people might be queuing at the concession. A further concern was raised with regard to pedestrians who might accidentally slip from the promenade onto the beach.
19	River	MM	LU/143/19/HH	Erection of single storey rear extension, single storey side extension and balcony above porch to front elevation. This application affects the setting of a listed building	20 Goda Road Littlehampton BN17 6AS	No objection
20	River/ Beach	MM/BBC/ CBC	LU/151/19/PL	Change of use from a duplex apartment to 1 No. self contained studio & 1 No. 1-Bed apartment to include first floor rear extension. This application may affect the setting of a listed building & affects the character & appearance of the Littlehampton Seafront Conservation Area	Flat 2 4 St Augustine Rd Littlehampton BN17 5NG	Objection: The application is in contravention of Policy D DM2 (internal space standards) of the Arun Local Plan in so much as the internal space is significantly deficient and the standards have not been met.

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Tuesday 28th May 2019
Representation on Lists 18, 19,20 and 21

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
20	River	MM	LU/125/19/PL	Demolition of 3 no. garages & erection of 7 room HMO with shared facilities & parking for 3 cars	54 Arundel Rd Littlehampton BN17 7DD	<p>Objection: The Town Council strongly objects to this application which it believes is contrary to Policy HSP4 (Houses in Multiple Occupation) of the Arun Local Plan particularly relating to the fact that the application will adversely affect the character of the area, including eroding the balance between different types of housing, including family housing and will contribute to the generation of excessive parking demands in an area. It is also contrary to Policy D DM1, aspects of form and design quality, whereby the application does not make the best possible use of the available land by reflecting or improving upon the character of the site and surrounding area, particularly in terms of its scale, massing, aspects, siting layout and density.</p> <p>Furthermore, it would have a significant impact on the residential amenity of residents of the nearby properties, particularly with regard to unacceptable noise and disturbance. The Council also believes that the development would be overbearing and an overdevelopment of the site and would be very likely to add to already significant problems with regard to antisocial behaviour and crime.</p>

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Tuesday 28th May 2019
Representation on Lists 18, 19, 20 and 21

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
20	River	MM	LU/141/19/HH	Conservatory to rear. This application may affect the setting of a listed building & affects the character & appearance of the East Street, Littlehampton Conservation Area	Lion Cottage 57 East Street Littlehampton BN17 6AU	No objection
21	River	MM	LU/126/19/PL	Demolition of the existing garage building (B2 industrial use) and redevelopment of the site providing 9no C3 residential units - This application affects the character and appearance of River Road Conservation Area	25 River Road Littlehampton BN17 5BZ	Objection: Overdevelopment of the site; The design appearance and scale of the development in Terminus Place was thought to be overbearing; car parking would be a significant problem which combined with the lack of provision for cyclists was thought to have a significant impact on the highway (Terminus Place). There were also concerns about the likely increase in antisocial behaviour. The appearance and scale of the River Road frontage was thought to be acceptable.
21	River	MM	LU/154/19/PL	Change of use of ground floor from banking (A2 Financial & professional services) to retail (A1 Shops), permitted development to form 2 No. flats above plus 1 No. further flat & extension to form 1 No. two storey dwelling & ancillary alterations	52 High Street Littlehampton BN17 5SY	Supported

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Tuesday 28th May 2019
Representation on Lists 18, 19, 20 and 21

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
21	River	MM	LU/164/19/PL	Change of use from trophy/medal shop (A1 shops to Hot food takeaway (A5 Hot Food Takeaway), shopfront amendments, installation of extract outlets on north & west elevations, installation of condenser unit on west elevation & installation of roof-mounted extract flue & fresh air intake pipe	5 Arundel Road Littlehampton BN17 7BY	No objection
21	River	MM	LU/159/19/PL	New maisonette over parking area, extend crossover & alterations to rear fenestration	2 Croft Cottages Pier Road Littlehampton BN17 5LS	No objection
21	Brookfield	JP	LU/162/19/CLP	Lawful development certificate for a proposed ground floor side extension, ground & first floor rear extension, rear dormer & front roof window	Parkfield Worthing Road Littlehampton	No objection

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 24th June 2019
Representation on Lists 22, 23 and 24

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
22	Brookfield	JP	LU/144/19/HH	Replacement of tiles with fibre board cladding	62 Westlands Littlehampton	
22	Courtwick with Toddington	JL/FT	LU/165/19/HH	Rear ground floor extension and porch to front	70 Linnet Close Littlehampton BN17 7GW	
22	Wickbourne		LU/171/19/PL	Variation of condition 4 imposed under LU/2/19/PL relating to hours of operation	1 Lineside Way Littlehampton BN17 7EH	
23	Beach	BBC/CBC	LU/174/19/PL	Demolition of existing building & erection of 1 No. 3 bed town house (resubmission following LU/164/16/PL). This application affects the character & appearance of the Littlehampton Seafront Conservation Area & may affect the setting of a listed building.	2A Norfolk Road Littlehampton BN17 5PL	

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 24th June 2019
Representation on Lists 22, 23 and 24

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
23	Beach	BBC/CBC	LU/131/19/PL	External repairs to the fabric of the building. Upgrading of internal elements and relocation of boiler flue. This application affects the character or appearance of Littlehampton Sea Front Conservation Area.	20 Western Road Littlehampton BN17 5PG	
23	Wickbourne		LU/170/19/HH	Rear Extension	11 Clarence Avenue Littlehampton BN17 7NQ	
24	Brookfield	FT/MW	LU/87/19/HH	Single storey log cabin with habitable roof space to rear for ancillary use as granny annexe	7 Thorncroft Road Littlehampton BN17 6DD	

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 24th June 2019
Representation on Lists 22, 23 and 24

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
24	Beach	BBC/CBC	LU/149/19/L	Application for Listed Building Consent to install boiler in the kitchen. Install shower room adjoining the cloakroom. Close wall opening between the lounge & dining room & replace front outdoor light fitting with new - This application may affect the character and appearance of Littlehampton Sea Front Conservation Area.	41 Western Road Littlehampton BN17 5PG	
24	Courtwick with Toddington	JL/FT	LU/139/19/PL	Kingpost retaining wall	Rear of 16 & 17 Granary Way Toddington Lane Littlehampton BN17 7QY	
24	River	MM	LU/172/19/PL	Replacement of 5 No. windows (1 No. with double glazed door).	2 Oaklands Court Fitzalan Road Littlehampton BN17 5JD	
24	Wickbourne	MN/TS	LU/188/19/HH	Single storey front extension, single storey rear extension, single storey side extension and porch to front	79 Belloc Road Littlehampton BN17 7EZ	