

**Minutes of a Meeting of the Planning and Transportation Advisory Group on
Monday 8 November 2021 at 6.30pm**

Present:

Councillor Long – Chair
Councillor Tandy
Councillor Tilbrook
Councillor Turner
Councillor Woodman

2021 to 2022

This meeting is available to view using the following link:

<https://www.youtube.com/watch?v=rXFHDPpLbO4>

69. Virtual Meeting Protocol and Use of Mobile Devices

The Chairman opened the meeting and explained how it would be conducted and the protocol that would be followed, including how any break in the proceedings due to technical difficulties would be managed.

70. Apologies

There were apologies from Councillor Buckland.

71. 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, and Councillor Tandy declared a personal interest in planning application LU/339/21/CLP as the applicant was a relative of an acquaintance.

Councillor Tilbrook also declared a personal interest across the agenda in Planning Applications, and other District Council matters, as a Member of Arun District Council's Planning Committee. He confirmed that when considering the planning applications for Littlehampton, he would do so without predetermination, taking into account the papers that were before him at that meeting.

72. Minutes

The Minutes of the meeting held on 11 October 2021, previously circulated, were confirmed as a true record and it was noted that arrangements would be made for these to be signed at a later date.

73. Chair's Report and Urgent Items

There were none.

74. Public Forum

In accordance with the Remote Meetings Protocol introduced by the Town Council, members of the public who wished to address the Council or any of its Committees during a remote meeting should have emailed their representations one clear working day before the meeting.

There were none.

75. Planning and Other District Council Matters

75.1. Planning Applications – Lists 41, 42, 43 and 44

It was **Resolved** that:

In accordance with the decision made by Full Council on 29 April 2021, authority be delegated to the Town Clerk to inform the District Council of the Advisory Group's comments – appended to these Minutes as Appendix 1.

75.2. Planning Application LU/334/21/HH – 3 Maltravers Drive

Due to a technical problem the plans relating to the above application were not available. Members were therefore unable to consider the application and it was agreed that this be raised with the District Council and that when resolved the plans be shared with Members and comments collated. It was therefore **Resolved** that:

In accordance with the decision made by Full Council on 29 April 2021, authority be delegated to the Town Clerk in consultation with the Chair, to agree a response to this application on behalf of the Advisory Group and inform the District Council.

Councillor Long declared a personal interest in the following matter as the site was adjacent to her property.

75.3. Planning Application A/26/21/RES – Land west of Brook Lane and South of A259 Angmering BN16 3JL

75.3.1. The Committee had before it details of various substitute plans and documents relating to the design and layout of the above development. The Town Council had previously objected to the application and had concerns regarding parking, the treatment of the public right of way (ROW) and the proposed bridge over the railway on the southern boundary of the site. Regarding the ROW, it was

noted correspondence between the County Council and the developer continued regarding the access arrangements for cycles and pedestrians throughout the site. Regarding the bridge, it was also noted that this was the subject of a separate condition under the approved plans and that proposals were still awaited.

- 73.3.2.** Members still had significant reservations about the safety of the access arrangements to and from the new development which relied upon the A259 and would be via a shared arrangement with another development proposed to the east. It was also observed that it was unclear whether the further comments from the District Council Drainage Engineers had been satisfactorily resolved. Considering the recent weather and localised flooding that had resulted and the fact that the site was low-lying in places, Members questioned if the drainage arrangements were sufficient. Overall, the Advisory Group remained concerned about the impact of the development in terms of highways safety and drainage and therefore **RESOLVED** to:

Maintain the Town Council's objection and in accordance with the decision made by Full Council on 29 April 2021, that authority be delegated to the Town Clerk to inform the District Council.

76. Transportation and West Sussex County Council Matters

There were none.

77. Masterplan – North Littlehampton

The next meeting of the steering group was scheduled to take place on Friday 19 November. It was **RESOLVED** that:

The update be noted.

78. Exempt Business

It was **Resolved** 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.

This item is a confidential report for Members of the Council only in accordance with Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, being information relating to the financial or business affairs of any particular person.

79. Officers Exempt Reports

79.1. Arun HELAA Update

79.1.1. Members had before them (circulated to Members of the Council only), details of two sites that had come forward through the 2021 call for sites process. These were situated in the Town and in North Littlehampton and both had been initially assessed as being not currently developable. Regarding development in the Town, Members considered it important to highlight that these sites were few and invariably constrained due to the high density of residential accommodation that currently existed and the demands on local infrastructure particularly in respect of parking provision. It was therefore considered important to highlight that whilst development in this area might be preferable, it should only be permitted if there was provision for sufficient infrastructure.

79.1.2. Turning to North Littlehampton, whilst it was accepted that logically, the remaining undeveloped land in this area represented the main potential for future development, this could not be achieved unless there was a clear strategy in place to address the need for supporting infrastructure. Members therefore considered it important that the Town Council's stance in this respect be reiterated and that it would look to work with Arun District Council on small site's development briefs where both agree that a site in the HELAA is appropriate for residential development. Members therefore looked forward to having a meaningful conversation with the District Council to develop a strategic plan for this area. It was therefore **Resolved** that:

In accordance with the decision made by Full Council on 29 April 2021, authority be delegated to the Town Clerk to inform the District Council of the Advisory Group's comments.

The meeting closed at 7.32 pm.

CHAIR

Appendix 1

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee 8 November 2021
Representation on Lists 41, 42, 43, 44

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
41	River	IB	LU/305/21/PL	Replace windows with double glazed UPVC windows (This application may affect the character and appearance of the Littlehampton Sea Front Conservation Area)	Amstel Court Flat 17 Selborne Road Littlehampton BN17 5NR	Objection: The Committee supported the comments of the Conservation Area Advisory Panel in terms of the design and materials proposed and considered that if approved this would set an unfortunate precedent.
42	Wickbourne	JL/FT	LU/290/21/PL	Construction of a new industrial unit with the replacement of an existing industrial unit with proposed maximum heights of 14 metres. This application is in CIL Zone 4 (zero rated) as other development.	Metcraft Ltd Harwood Road Littlehampton BN17 7BB	Supported.
42	Wickbourne	JL/FT	LU/325/21/HH	Erection of two storey rear extension	75 Colebrook Road Littlehampton BN17 7NU	No objection.
42	Wickbourne	JL/FT	LU/277/21/PL	The retention of an automated teller machine. This application is in CIL Zone 4 (Zero Rated) as other development.	2 Wick Parade Wick Street Littlehampton BN17 7JQ	No objection.
42	River	IB	LU/331/21/PL	Variation of condition approved under LU/159/19/PL relating to condition 2-plans condition.	2 Croft Cottages Pier Road Littlehampton BN17 5LS	No objection.
42	Wickbourne	JL/FT	LU/278/21/A	Retention of 1 No. internally illuminated fascia sign & surround sign on front elevation.	2 Wick Parade Wick Street Littlehampton BN17 7JQ	No objection.
42	Beach	BW	LU/319/21/HH	Erection of single storey side and rear extension following the demolition of existing rear conservatory	97 White Horses Way Littlehampton BN17 6NL	No objection.

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43	River	IB	LU/315/21/PL	Change of use from (C3) Dwelling house to 7 bed House in Multiple Occupation (Sui Generis) (resubmission following LU/240/21/PL). This site is in CIL Zone 4 and is CIL Liable as a House in Multiple Occupation.	12 Cornwall Road Littlehampton BN17 6EE	Objection: The Committee acknowledged the steps that had been taken to reconfigure the internal space and that the accommodation met the internal space standards. However, Members considered that despite the Comments from WSCC Highways, the proposals, by virtue of the position of the site and lack of parking provision and onsite turning space, were unsafe and would constitute an adverse impact on the residential amenity of those living in the surrounding area.
43	Brookfield	JP	LU/327/21/CLP	Lawful development certificate for a proposed single storey rear extension and loft conversion.	20 Coniston Way Littlehampton	No objection.
43	Wickbourne	JL/FT	LU/328/21/A	Installation of 3 x internally illuminated and 2 x non-illuminated fascia signs	Unit 2 Broad Piece Littlehampton BN17 5RA	No objection.
44	Beach	BW	LU/335/21/HH	Erection of self-contained annexe in rear following the demolition of existing rear shed.	14 West Head Littlehampton	No objection.

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44	Brookfield	AT	LU/333/21/HH	Two storey side extension, single storey rear extension and part conversion of garage to habitable use.	2 Larkspur Close Littlehampton	No objection.
44	Courtwick with Toddington	JL/FT	LU/339/21/CLP	Lawful development certificate for a proposed new detached outbuilding	Southdown Nursery The Bungalow Old Mead Road Littlehampton	No objection.