

**Minutes of a Meeting of the Planning and Transportation Committee held in
The New Millennium Chamber, The Manor House, Church Street, Littlehampton
BN17 5EW on Monday 17 July 2023 at 6.30 pm.**

Present:

Councillor Tandy – Chair
Councillor Daws
Councillor Long
Councillor Wiltshire
Councillor Woodman

2023 to 2024

29. Evacuation Procedures

The procedures were noted.

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

The procedures were noted.

31. Apologies

There were none.

32. 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.

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

Councillor Tandy declared a personal interest in Agenda item 8.3. Arun District Council Call for Sites 2023, as a member of the District Council's Planning Policy Committee. He confirmed that when considering this matter, he would do so without predetermination, taking into account the papers that were at the meeting.

Councillor Woodman declared a personal interest in Agenda item 8., Planning Applications, as a Member of Arun District Council's Planning Committee. She confirmed that when considering the planning applications for Littlehampton, she would do so without predetermination, taking into account the papers that were at the meeting.

33. Minutes

The Minutes of the meeting held on 19 June 2023, previously circulated, were confirmed as a true record and signed by the Chair.

34. Chair's Report and Urgent Items

There were none.

35. Public Forum

There were no members of the public present.

- 35.1. There was one written representation from a resident regarding agenda item 9.1, Electric Vehicle Charging Points, copy attached to the minutes. Expressing concerns regarding the proposed second phase of the rollout of the scheme in Littlehampton, the resident questioned the rationale for the continued rollout especially in areas where there clearly not yet any demand and sites that were not close to the main visitor areas, namely the seafront. The resident was particularly concerned about the recent installation in Fitzalan Road which was in their view at odds with the character of the area properties. In their view the sites had been selected purely using a desk top exercise and they urged the applicant to visit sites before selecting them.

The Chair thanked the resident for their representation which was noted and would be considered by the Committee later in the meeting.

36. Planning and other Arun District Council Matters

36.1. Planning Applications, Lists 25, 26, 27 and 28

It was resolved that:

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

36.2. Public Consultation: Houses of Multiple Occupation (HMO) Licensing Scheme

36.2.1 The Committee received details of a consultation by the District Council which proposed the introduction of additional HMO licensing in the River Ward in Littlehampton. The District Council were keen to understand if there were aspects of the proposed new regime that required further consideration, particularly as it aimed to cover smaller HMOs that were not covered by existing legislation. Members also had before them a summary of the representation that was made at the Council meeting in June 2023 on this subject, copy attached to the Minutes.

36.2.2. Members welcomed the move to capture accommodation which otherwise escaped the legislation and regulations for this type of housing that were currently in place. The majority of private landlords were considered responsible. However, it was clear from both the representation and reports that Members received from constituents, that the new regime and the proposed system of reporting, would provide a much need mechanism for raising these issues and seeking redress.

It was therefore resolved that:

The proposed introduction of additional HMO licensing as proposed in the new Scheme be supported.

36.3. Arun District Council Call for Sites 2023

36.3.1. The Committee received and noted the call for sites recently launched by the District Council. The purpose of this exercise was to gain intelligence about land availability and assess its suitability for a range of future development and infrastructure needs. It was noted that the District Council had adopted the current Local Plan in July 2018 and that work to update it had been paused since 2020. Arun's Council were due to consider recommencing this work at a meeting on 19 July and information gained from this exercise would inform plan-making should it resume.

36.3.2. It was also noted that the District Council were looking for sites with potential for a greater range of uses other than housing and employment including gypsy and traveller sites, self-build housing, leisure and tourism and sites that could support green infrastructure, for example, rewilding, natural flood mitigation, and renewable energy. It was acknowledged that should work on updating the Local Plan resume, this could prompt the need for a review the Neighbourhood Plan. It was also recognised that this was a lengthy process and that reviewing the Neighbourhood Plan would be a matter for Council to consider when it came to assessing its priorities later in the year.

It was therefore resolved that:

The updated be noted.

37. Transportation and other West Sussex County Council Matters

37.1. Electric Vehicle Charging Points

37.1.1. The Committee had before them details of the proposals for the second phase of electric vehicle charging points in Littlehampton, previously circulated. Members had always supported the principle of increasing the provision of electric vehicle charging points and they proceeded to review the proposals in more detail also taking into consideration the representation received during the public forum. Recalling the concerns that had been raised during the first phase, it was considered that this phase had been more thoughtfully prepared, particularly with reference to the potential displacement of residents parking. In this respect Members noted that a proportion of the parking bays allocated at the new locations would now be available for all residents to use.

37.1.2. Overall, it was considered that the Scheme was a key component of the preparations for the ban on the sale of new petrol and diesel vehicles which was planned from 2030. The Committee also believed that the Scheme was progressing in a more positive way and Members were pleased to note that work was now also underway to increase the number of charging points in local public car parks.

It was resolved that:


The proposals for the second phase of electric vehicle charging points in Littlehampton be noted.

38. Coastal Erosion – The West Bank

38.1. The Committee received a letter from the Environment Agency, previously circulated, which set out the strategy for the management of the West Bank coastline the responsibilities of the relevant authorities. It was also noted that the Agency hoped to arrange a meeting with members of the community in this part of the parish to discuss the ongoing management of the coast at this point.

It was resolved that:

The correspondence and update be noted.



39. Masterplan, North Littlehampton

- 39.1. The Steering Group had met on 13 July 2023. Subsequently, Officers were seeking a further meeting with the developer to understand the timeframe for the delivery of the Holly Drive allotments and the Community Centre.

It was resolved that:

The update be noted.

40. Exempt Business

There was none.

The meeting closed at 7.41 pm.

Chair

Representation from a resident Re: Agenda Item 9.1. Electric Vehicle Charging Points

My concerns for phase 2 are as per my previous heartfelt if rambling emails.
Lack of strategic thought in locating the charging points.

Pressure on parking for residents - in addition to annual tourist parking

Zero consideration for residents parking needs. We live here. We haul our shopping, load our kids in the car. We need to use our cars in rain and wind.

Are the sites appropriate? The Fitzalan site is normally empty but when in use is only attracting 'wealthy' users to the chargers. I witnessed 2 cars using charging on 14.7.2023 a Tesla 2022 plate and brand-new BMW.

Location is too far out to attract the charger users to the town centre to boost local economy.

The demographic do not have electric vehicles.

Phase 2 The project manager needs to set clear objectives when selecting the sites. Identify who are the stakeholders. At Fitzalan it appears that there was not any meaningful planning or research when selecting the site, the chargers were just plonked pin the tail on the donkey style.

Un fulfilled objectives.

If the intention was to attract tourists using sustainable transport, then why was the location chosen in a residential area. It's not just a feeder road it's our street where our homes are.

If the intention was to make electric cars attractive, why would you place the first tranche of chargers in the area where people have least resource. We will have to catch up but how is having empty spaces helping with sustainability?

DO NOT DESTROY THE STREET SCENE

Fitzalan Road is a road with properties of historic interest. Take into account the impact of visual infrastructure.

The line marking is vandalism. This road is where we live. And knowing there is no consideration for the residents it also looks naff for visitors.

The lack of thought into this project is outrageous. WSCC needs to work with its partners to mitigate this detriment to the residents and prevent it reoccurring.

A fantastic opportunity has been lost. Limited resource has been spent in a way that has bought negative unintended consequences which outlay the benefits for residents.

Unsolicited Advice- Get away from the desk top survey, bring in passionate experience and go to site and ask questions?

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 17 July 2023 Representation on Lists 25, 26 and 27

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
25	River	JD	LU/153/23/PL	Replace roof covering with powder coated sheet roof. This application is in CIL Zoned 4 (Zero Rated) as other development.	Riverside Industrial Estate, Unit N8 Bridge Road Littlehampton	No Objection
25	Courtwick with Toddington	DR	LU/141/23/PL	Proposed single storey extension. This application is in CIL Zone 2 (zero rated) as other development.	Martello Enterprise Centre, Unit 10 Courtwick Lane Littlehampton	No Objection
27	River	JD	LU/112/23/PL	Ice cream parlour and bin storage made from shipping containers. This application is in CIL Zone 5 (zero rated) as other development.	Kiosk West Beach Rope Walk Littlehampton BN17 5DL	Deferred for consideration at the Committee meeting scheduled for 14 August 2023
27	Beach	BW	LU/166/23/PL	Provision of 2 No roof lights in rear elevation roof. This application may affect the setting of listed building and affects the character and appearance of the Littlehampton Seafront Conservation Area.	Maisonette 5 22 South Terrace Littlehampton BN17 5PA	Subject to the comments of the Conservation Area Officer, no objection
27	Beach	BW	LU/167/23/L	Listed building consent for the provision of 2 No roof lights in rear elevation roof.	Maisonette 5 22 South Terrace Littlehampton BN17 5PA	Subject to the comments of the Conservation Area Officer, no objection
27	Wickbourne	DR	LU/165/23/CLP	Lawful development certificate for a proposed single storey rear extension.	60 Colebrook Road Littlehampton	No Objection

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 17 July 2023 Planning Applications on List 28

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
28	Beach	BW	LU/170/23/HH	Proposed internal and external alterations, including chimney removal and replacement single-storey extensions to the east elevation. (This application may affect the character and appearance of the Littlehampton, Sea Front Conservation Area and a listed building.)	6 Norfolk Place Littlehampton BN17 5PD	Subject to the positive comments of the Conservation Area Officer, no objection
28	Beach	BW	LU/171/23/L	Listed building consent for proposed internal and external alterations, including chimney removal and replacement single-storey extensions to the east elevation. (This application may affect the character and appearance of the Littlehampton, Sea Front Conservation Area).	6 Norfolk Place Littlehampton BN17 5PD	Subject to the positive comments of the Conservation Area Officer, no objection
28	Wickbourne	DR	LU/172/23/HH	Erection of a single-storey, ground floor extension and alterations to windows at first floor on south elevation.	1 Fort Road Littlehampton BN17 7FW	No Objection
28	Wickbourne	DR	LU/174/23/HH	Dropped kerb to enter driveway.	31 Potters Mead Littlehampton BN17 7HY	Subject to the comments of West Sussex County Council as the Highways Authority, no objection