

8 July 2025

You are hereby summoned to attend a meeting of the:

Planning and Transportation Committee

Venue: The K2 Youth and Community Centre, Eldon Way, Wick, BN17 7HE

Date: Monday 14 July 2025

Time: 6.30 pm

Committee:

Councillor Christine Wiltshire (Chair)

Councillor Sean Lee (Vice Chair)

Councillor Jeffrey Daws

Councillor Jill Long

Councillor Freddie Tandy

Councillor Bob Woodman

Laura Chrysostomou, Town Clerk

Agenda 2025 to 2026

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 or persons 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 Declaration 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 Wiltshire, Long, Tandy, and Woodman are Members of Arun District Council.
- Councillor Long is a Member of Arun District Council's Planning Policy Committee.
- Councillor Woodman is a Member of Arun District Council's Planning Committee

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 16 June 2025, circulated herewith, pages 4 to 10. In accordance with the Town Council's Standing Orders, Section 9a, 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 Officer's Report

8.1 Planning and Other Arun District Council Matters

8.1.1 Planning Applications, Lists 25, 26, 27, and 28 if available

To consider the attached, page 11.

9 Rampion 2 Windfarm

10 West Sussex County Council and Other Highways Matters

10.1.1 Traffic Regulation Order (TRO): Lyminster Bypass Speed Limits

The committee is asked to comment on the attached Traffic Regulation Order seeking changes to the speed limit along the Lyminster Bypass, attached pages 12 to 18.

11 Masterplan – North Littlehampton

12 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, The Manor House, Church Street,
Littlehampton BN17 5EW on Monday 16 June 2025 at 6.30 pm.**

Present:

Councillor Wiltshire – Chair
Councillor Blanchard-Cooper
Councillor Daws
Councillor Long
Councillor Tandy

In attendance:

Juliet Harris - Assistant Town Clerk

2025 to 2026

13. Evacuation Procedures

The evacuation procedures were noted.

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

The procedures were noted.

15. Apologies

There were apologies from Councillors Lee and Woodman who was substituted by Councillor Blanchard-Cooper.

16. Declaration 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.

It was also noted that Councillor Blanchard-Cooper was a member of Arun District Council, a member of their Planning Committee and chair of their Licensing Committee. He declared prejudicial interests in planning applications LU/99/25/PL and LU/93/25/P and confirmed that he would leave the meeting when the committee came to consider them.

17. Minutes

The minutes of the meeting held on Monday 19 May 2025, previously circulated, were confirmed as a true record and signed by the chair.

18. Chair's Report and Urgent Items

There were none.

19. Public Forum

There was one member of the public present, and one written representation made.

19.1. Harvester Windmill, Coastguard Road, Littlehampton

19.1.1. The Committee received a representation made on behalf of local visitor accommodation providers about the proposed 50-bed hotel on the Harvester site in Littlehampton. This raised matters of concern about how sustainable growth of this type of development was for the Town, the impact on transport and wastewater infrastructure and flood risk. Whilst not opposed to this type of growth, the representation sought action in terms of a regional tourism strategy, a comprehensive traffic management review of the Town and a deliverable wastewater management plan. Finally, emphasising the prominent seafront location, the design was considered uninspiring, not reflective of the character of the area, adding nothing to the visitor experience or delivering a building that would inspire civic pride. The representation therefore urged the council to consider the long-term impact of the proposal on existing local businesses, the town's infrastructure, and visitor economy.

19.2.1. Acknowledging the representation, and addressing the wider points about the visitor economy, the work that was currently underway to support visitor growth, such as the seafront regeneration scheme, community development and destination promotion was noted. These had recently been discussed at the Town Council's Policy and Finance Committee where initiatives driven by the local authorities, working with community groups were delivering action plans for improvements in the town centre and supporting the visitor economy.

20. Officer's Reports

21. Planning and Other Arun District Council Matters

21.1. Planning Application Reference LU/99/25/PL - Harvester Windmill Coastguard Road, Littlehampton

Councillor Blanchard-Cooper left the meeting at 6.40pm.

21.1.1. The Committee proceeded to consider the plans for the development of a replacement restaurant and a 50-bed hotel on the Harvester site. Discussion focussed on the design, impact on local infrastructure and the benefits of the development. Acknowledging that this was a prime site, the investment in the town was welcomed and the proximity to the existing Windmill Entertainment complex was considered beneficial. The development would bring more traffic, and it was observed that the new hotel relied upon the adjacent public parking provision. It was noted that the seafront regeneration scheme would deliver increased parking on the West Green. However, recognising the wider issue of congestion on the highways network in and around the town, members considered that the developer should be encouraged to work with the County Council as the Local Highways Authority on a traffic study. If undertaken collaboratively for example, working with the local business forum, this could look at signage, both promotional and directional on the major routes into the area and enforcement measures to prevent further congestion, particularly on the A259, the Link Road and Fitzalan Road.

21.1.2. Turning to the design and other elements of the plans, whilst greater in scale than the previous building, the proposal was considered reflective of a seaside town environment with a palette inspired by the nearby riverside development. Noting that solar panels were proposed, it was suggested that the developer be encouraged to investigate the potential to introduce rainwater harvesting in their plans. In terms of the potential impact of the development on flooding and wastewater infrastructure, it was noted that Southern Water as the authority responsible for this provision had yet to comment on them. Acknowledging that the area had suffered flooding and local concerns about the increased burden on system, members again felt that the developer should be encouraged to engage with Southern Water on measures to mitigate the impact of the development on services.

20.1.3. In conclusion, the Committee considered that if the developer could be encouraged to collaborate with the local authorities and those with statutory responsibilities in the area, the development would bring long-term benefits.

The committee therefore resolved:

Not to object to the application and that its comments as set out in minutes 21.1.1 to 21.1.3 above be forwarded to Arun District Council.

Councillor Blanchard-Cooper rejoined the meeting at 6.50 pm.

**21.2. Planning Applications, Lists 21, 22, 23, and 24 if available.
It was resolved that:**

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

**21.3. Planning Application Reference LU/93/25/PL – Units 5 to 7,
Watersmead Business Park, Littlehampton**
Councillor Blanchard-Cooper left the meeting at 6.59 pm.

21.3.1. The committee reviewed the application which set out proposals to redevelop part of the existing business park and create an out-of-town retail park comprised of large outlets. It was noted that the site was underutilised, and it was considered that the proposals would widen the retail offer in the area without impinging on the town centre businesses. It was also thought that the plans had the potential to attract more visitors to the area and allow the continued expansion of independent businesses in the town centre which was increasingly becoming the focus of hospitality and smaller local businesses. The proposals also included placemaking features which were a welcome acknowledgement of the site's history and enhanced the plans.

21.3.2. The application included a plan to introduce a signalised pedestrian crossing on the A259 eastern arm of the Body Shop Roundabout. The committee questioned this aspect of the scheme which was considered unnecessary when viewed in the context of the recent dualling of the A259 and the new pedestrian crossing on the western arm of the roundabout. In addition, the committee felt the introduction of a new crossing would cause congestion and increase pollution. It was also hoped that local bus services would be encouraged to stop at the site which would improve connectivity.

21.3.3. Observing that the proposal was CIL liable, the committee hoped the developer would engage positively with the local authorities and business forum to deliver support for town centre regeneration, promoting the visitor economy and local events to ensure the development complimented this work.

The committee therefore resolved:

Not to object to the application and that it's comments as set out in minutes 21.2.1 to 21.2.3 above be forwarded to Arun District Council.

Councillor Blanchard-Cooper rejoined the meeting at 7.18 pm.

21.4. Planning Application Reference LU/83/25/OUT - Westholme Nursery, Toddington Lane, Littlehampton

- 21.4.1. The committee considered outline proposals for the construction of 31 residential units on Westholme Nursery within the North Littlehampton strategic development area. Whilst members had no objection to the principle of additional housing on the site, there were concerns that it could have an adverse impact on Old Toddington Lane, which served as the main road for residents. The Local Highways Authority was therefore urged to consider the inclusion of parking restrictions on the lane as part of the scheme.

The committee therefore resolved:

Not to object to the application and that its comments as set out in minute 21.3.1. above be forwarded to Arun District Council.

21.5. License Application No: 121550 re: Soul Kitchen, 61 Pier Road

- 21.5.1. The committee reviewed the proposal with a focus on public safety, environmental impact, and operational management. It was noted that while the applicant had outlined general objectives, limited details were given regarding measures to be put in place to mitigate anti-social behaviour, littering and staff training and safety. Members recommended measures to limit alcohol-related disturbances, including the use of disposable and recyclable cups and bottles, and ensuring that a license holder was always present on site, with no lone working permitted and challenge 25 and substance abuse training provided. A litter-picking commitment within a 100-metre radius was suggested. Noise control measures were also discussed, with a recommendation for clear signage to discourage children from entering certain areas. It was also suggested that chairs and tables be fixed in place to prevent misuse, and that the use of glass be avoided where possible.
- 21.5.2. In considering the application, and in view of the activities surrounding the venue, members wished to see evidence that appropriate restrictions, precautions, and monitoring would be put in place to protect the safety of the public.

It was resolved that:

The committee's views as set out above be forwarded to Arun District Council.

21.6. Consultation: Closure of Church of St James

- 21.6.1. Members had before them a notice from the diocese, previously circulated, regarding the planned closure of the Church of St James. In responding, the committee wished to encourage the building's facilities

continued use by local groups, for example, the community fridge who had been operating from there for the past few years.

It was resolved that:

The committee's views as set out above be forwarded in response to the consultation.

22. Rampion 2 Windfarm

There was nothing further to report.

23. West Sussex County Council and Other Highways Matters

There were none.

24. Quarterly Business Plan Progress Report

- 24.1.** Members considered a previously circulated report providing an update on the progress made towards achieving the business plan goals reviewed and agreed by the Council in May, as they related to the committee's work.

It was resolved that:

The report be noted.

25. Finance

25.1. Committee Budget Monitor

Members had before them a report, previously circulated, which summarised the committee budget year-end position for 2024–2025 and highlighted variances from the budget in Income and Expenditure for the first quarter of 2025–2026.

It was resolved that:

The report be noted.

26. Masterplan – North Littlehampton

There was nothing further to report.

27. Exempt Business

There was none.

The meeting closed at 7.44pm.

Chair

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 16 June 2025. Representation on Lists 21, 22, 23 and 24

Plan List No.	Ward	Ward CLLR	Planning No.	Details of Application	Location	Comments
21	River	JD	LU/88/25/CLP	Lawful development certificate for the proposed installation of solar panels to southwest and northwest facing roofs.	Cyprus Villas River Road Littlehampton	No Objections
22	River	JD	LU/20/25/PL	Replace 2 ground floor windows.	Flat 5, St Catherines Court Irvine Road Littlehampton	No Objections
24	Courtwick with Toddington	FT	LU/95/25/PL	Installation of additional storage container. This application is in CIL Zone 4 (Zero Rated) as other development.	Allotment Gardens Worthing Road Littlehampton	No Objections

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 14 July 2025. Representation on Lists 25, 26 & 27

Plan List No.	Ward	Ward CLLR	Planning No.	Details of Application	Location	Comments
25	Brookfield	JL	LU/103/25/HH	Dropped curb and block paving to create a driveway.	36 Horsham Road Littlehampton BN17 6DA	
25	Courtwick with Toddington	FT	LU/102/25/CLP	Lawful development certificate for the proposed rendering of the front elevation	29 Toddington Park Littlehampton BN17 6JZ	
26	Courtwick with Toddington	FT	LU/104/25/HH	Addition of balcony to rear of property accessed by converting existing window to a double door.	1 Murray Rise	

TRAFFIC REGULATION ORDER (TRO) CONSULTATION

ARN8008MM – Lyminster: Lyminster Bypass

26/6/25 – 17/7/25

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West Sussex County Council
(Littlehampton and Lyminster & Crossbush) (A284: Speed Limits) and
(Lyminster Road: Traffic Regulation) Order 2025

NOTICE is hereby given that West Sussex County Council proposes to make a permanent Traffic regulation Order under the provisions of the Road Traffic Regulation Act 1984, the effect of which will be as follows:

To introduce a 50 MPH speed limit on the A284 from 30m north of its junction with Santa Monica Way, northwards to 90m north of its junction with B2284 Lyminster Road; and a 40 MPH speed limit on the A284 from 90m north of its junction with B2284 Lyminster Road, northwards to its junction with the A27.

The Order also introduces a 30 MPH speed limit on B2284 Lyminster Road from its junction with the A284, southwards to 165m north of its junction with Old Mead Road and prohibits driving on a short section of Lyminster Road that will be bypassed when the new Lyminster bypass is opened.

Full details of the proposals in this notice can be viewed on the Traffic Regulation Order page of the [West Sussex County Council website](https://www.westsussex.gov.uk/traffic-regulation-order). The website includes a response form for any comments or objections.

People without access to a computer who wish to view details of the scheme should telephone the West Sussex County Council Contact Centre on 01243 642105 to receive the documents by post.

Any comments or objections about the proposal must be received before 17 July 2025. These may be submitted via the response form on the website mentioned above, by e-mail to tro.consultation@westsussex.gov.uk or in writing to TRO Team, West Sussex County Council, The Grange, Tower Street, Chichester, PO19 1RH. For legal reasons, only correspondence including a full name and address will be considered. Please quote reference ARN8008-MM in all correspondence.

Dated this 26th day of June 2025.
Director of Law & Assurance, County Hall, Chichester.

West Sussex County Council
(Littlehampton and Lyminster & Crossbush) (A284: Speed Limits) and
(Lyminster Road: Traffic Regulation) Order 2025

Statement of Reasons for Proposing to Make the Order

West Sussex County Council proposes to make a permanent Traffic Regulation Order that will introduce a 50 MPH speed limit on the A284 from 30m north of its junction with Santa Monica Way, northwards to 90m north of its junction with B2284 Lyminster Road; and a 40 MPH speed limit on the A284 from 90m north of its junction with B2284 Lyminster Road, northwards to its junction with the A27.

The Order also introduces a 30 MPH speed limit on B2284 Lyminster Road from its junction with the A284, southwards to 165m north of its junction with Old Mead Road and prohibits driving on a short section of Lyminster Road that will be bypassed when the new Lyminster bypass is opened.

Work has been progressing on the construction of a new road to bypass the village of Lyminster. When the new road opens, it will be designated the A284, with the bypassed section of Lyminster Road re-designated as the B2284.

The proposed Order enacts speed limits needed to accommodate the new road layout safely. The existing 40 MPH speed limit on the northern section of Lyminster Road is being retained from the A27, southwards to the point the new section of road begins, with a 50 MPH speed limit then applying on the new carriageway southwards to the roundabout at its junction with Santa Monica Way.

The newly bypassed section of Lyminster Road (B2284) will have a 30 MPH speed limit throughout its entire length.

A new junction is being constructed to provide access between the current Lyminster Road (B2284) and the new A284. This re-aligns the route of Lyminster Road but a short section of the original carriageway is being retained to provide access to adjacent land. The Order prohibits driving on this short section of road with an exemption permitting its use only for access.

The new order is therefore proposed to avoid danger to persons or other traffic using the affected lengths of road.

The attached drawing, titled ARN8008 shows the lengths of roads affected by the proposed order.

Director of Law & Assurance
19 June 2025
ARN8008-MM

WEST SUSSEX COUNTY COUNCIL
(LITTLEHAMPTON AND LYMINSTER & CROSSBUSH) (A284: SPEED LIMITS) AND
(LYMINSTER ROAD: TRAFFIC REGULATION)
ORDER 2025

West Sussex County Council in exercise of their powers under Section 84 (1) a of the Road Traffic Regulation Act 1984 ("the Act"), and after consultation with the chief officer of police in accordance with Part III and Part IV of Schedule 9 to the Act hereby make the following Order:-

1. This Order shall come into operation on the ***** day of ***** and may be cited as "West Sussex County Council (Littlehampton and Lyminster & Crossbush) (A284: Speed Limits) and (Lyminster Road: Prohibition of Driving) Order 2025"
2. The Order Specified in the First Schedule to this Order is hereby revoked.

Speed Limits

3. No person shall cause or permit any vehicle to proceed at a speed exceeding 30 miles per hour in the length of road specified in the Second Schedule to this Order.
4. No person shall cause or permit any vehicle to proceed at a speed exceeding 40 miles per hour in the length of road specified in the Third Schedule to this Order.
5. No person shall cause or permit any vehicle to proceed at a speed exceeding 50 miles per hour in the length of road specified in the Fourth Schedule to this Order.
6. Nothing in Paragraphs 3, 4 or 5 shall apply to a vehicle being used by naval, military or air force purposes while being driven by a person for the timebeing subject to the orders of a member of the armed forces of the Crown on an occasion when –
 - (a) the person driving the vehicle is a member of the special forces as defined by the Road Traffic Exemptions (Special Forces) (Variation and Amendment) Regulations 2011; and
 - (b) the vehicle is being driven-
 - (i) in response, or for practice in responding, to a national security emergency by a person who has been trained in driving vehicles at high speeds; or
 - (ii) for the purpose of training a person in driving vehicles at high speeds.

Prohibition of Driving

7. Save as provided in Article 8, no person shall cause or permit any motor vehicle to be driven on the length of road specified in the Fifth Schedule to this Order.
8. Nothing in Article 7 shall apply to:
 - (a) a vehicle proceeding on the direction of a police constable in uniform; or
 - (b) a vehicle being used by the Police, ambulance or Fire Brigade Services in the event of an emergency.
 - (c) a vehicle used in connection with any building operation or demolition in or on land adjacent to the roads in the Fifth Schedule, or for the removal of any obstruction to traffic in those roads or the laying erection, alteration or repair in or near to those roads of any sewer or of any main, pipe or apparatus for the provision of gas, water, electricity or telecommunications; or
 - (d) a vehicle being driven for the purpose of gaining access to property or farmland adjacent to the road specified in the Fifth Schedule.

FIRST SCHEDULE
Orders to be Revoked

Order Title	Part of Order to be Revoked
West Sussex County Council (Lyminster and Crossbush: Lyminster Road (A264)) (40 MPH Speed Limit) Order 2015	The Whole Order

SECOND SCHEDULE
30 MPH Speed Limit

Road in Lyminster & Crossbush	Length of Restriction
B2284 Lyminster Road	From its junction with the A284 Lyminster Bypass to a point 165 metres north of its junction with Old Mead Road

THIRD SCHEDULE
40 MPH Speed Limit

Road in Lyminster & Crossbush	Length of Restriction
A284	From its junction with the A27, southwards to a point 90 metres north of its junction with B2284 Lyminster Road.

FOURTH SCHEDULE
50 MPH Speed Limit

Road in Littlehampton and Lyminster & Crossbush	Length of Restriction
A284	From a point 90 metres north of its junction with B2284 Lyminster Road, southwards to a point 30 metres north of its junction with Santa Monica Way.

FIFTH SCHEDULE
Prohibition of Driving

Road in Lyminster & Crossbush	Length of Restriction
Ex-A284	From its junction with B2284 Lyminster Road northwards to its junction with A284 Lyminster Bypass

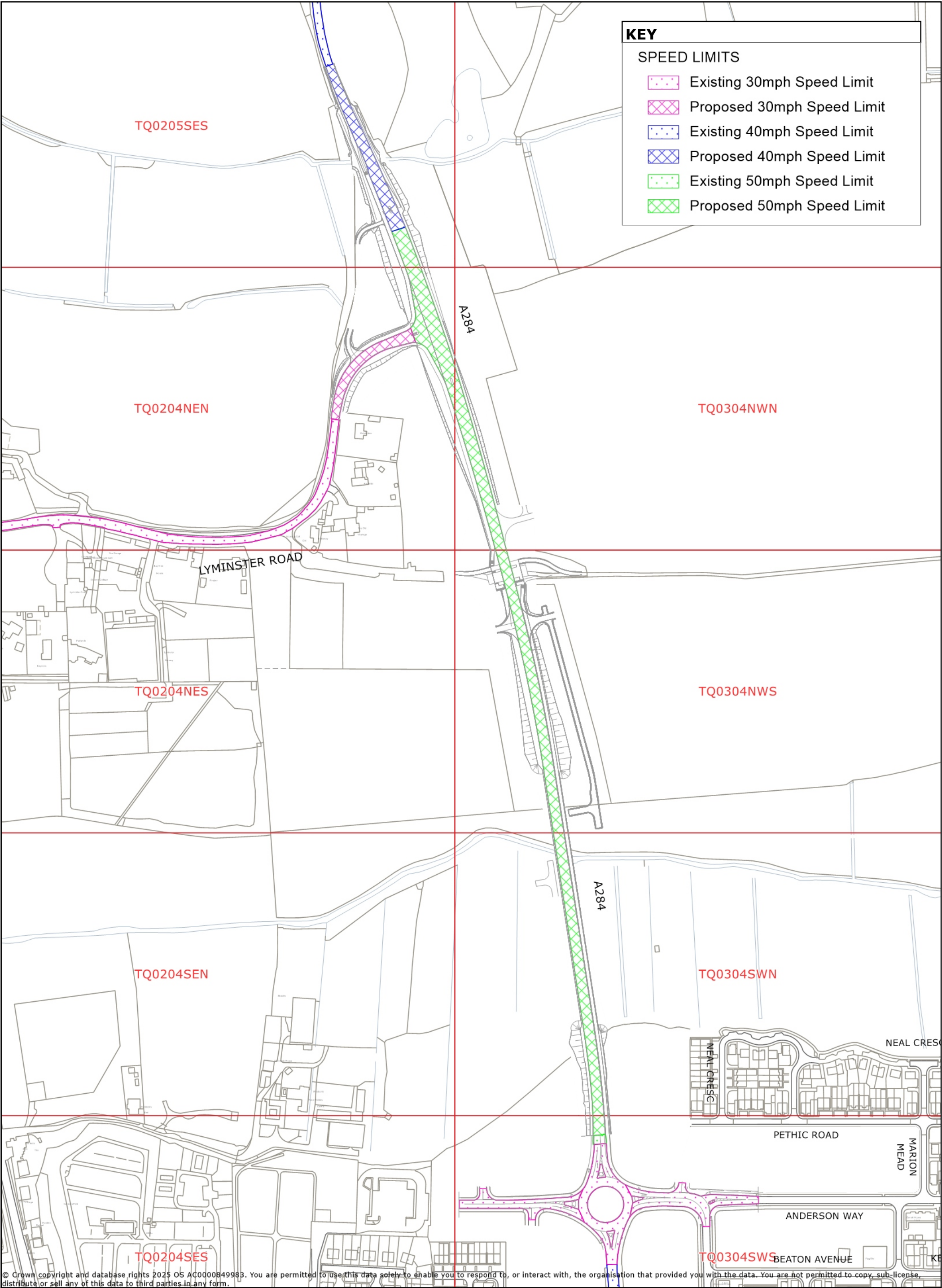
For and on behalf of WEST SUSSEX COUNTY COUNCIL

Authorised Signatory:

NAME:

DATE MADE:

ARN8008-MM



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