



How to contact us

Write to: Manor House, Church Street,
Littlehampton, West Sussex, BN17 5EW

Email: lrc@littlehampton-tc.gov.uk

Call: 01903 732063

Find us online: www.littlehampton-tc.gov.uk

Town Clerk – Laura Chrysostomou

28 October 2025

You are hereby summoned to attend a meeting of the:

Planning and Transportation Committee

Venue: The New Millennium Chamber, The Manor House, Church Street,
Littlehampton BN17 5EW

Date: Monday 3 November 2025

Time: 6.30 pm

Committee:

Councillor Wiltshire – Chair

Councillor Lee – Vice Chair

Councillor Daws

Councillor Long

Councillor Tandy

Councillor 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 6 October 2025, circulated herewith, pages 4 to 18. 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 41, 42, 43, and 44 if available

To consider the attached, page 19.

8.2 Licensing Application No: 122405 re: Birds Of Paradise Deli 26 Beach Road, Littlehampton, West Sussex, BN17 5HT

To consider and comment upon the attached application, pages 20 to 27.

9. Other Planning Matters

9.1 Proposed Upgrade to an existing Telecommunications Base Station at Minster Court, Courtwick Lane, Wick, Littlehampton, West Sussex, BN17 7RN

Please find attached the pre-consultation documents relating to a forthcoming REG 5 application for a telecommunications base station upgrade, attached pages 28 to 35.

10. Rampion 2 Windfarm

11. West Sussex County Council and Other Highways Matters

11.1 Traffic Regulation Order (TRO) Consultation – ARN9014MM: Toddington Lane

The committee is asked to comment on the attached TRO, pages 36 to 43, seeking to introduce waiting restrictions.

11.2 West Sussex Draft Local Nature Recovery Strategy

Report attached, page 44.

12. Other Transport Matters

12.1 Govia Thameslink Railway (GTR) Stakeholder Consultation

Report attached, page 45.

13. Masterplan – North Littlehampton

14. 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, BN17 5EW on Monday 6 October 2025 at 6.30 pm.

Present:

Councillor Christine Wiltshire – Chair
Councillor Sean Lee – Vice Chair
Councillor Freddie Tandy
Councillor Jeffrey Daws
Councillor Jill Long
Councillor Woodman*

In attendance:

Juliet Harris - Assistant Town Clerk

2025 to 2026

68. Evacuation Procedures

The evacuation procedures were noted.

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

The procedures were noted.

70. Apologies

There were none.

71. 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, and no further declarations were made.

72. Minutes

The minutes of the meeting held on Monday 8 September 2025, previously circulated, were confirmed as a true record and signed by the chair.

73. Chair's Report and Urgent Items

**73.1. Licence Application No 122334: re: Littlehampton Service Station
Morrisons Supermarket, Hawthorn Road, Littlehampton**

The committee had before it, a license application, copy attached to the minutes, proposing a variation to the current license requesting to serve alcohol until midnight. It was observed that if approved this would result in expanding the existing licence for one hour. Reviewing the request alongside the licensing objectives the application was considered acceptable.

It was resolved that:

The application be supported.

74. Public Forum

There were two members of the public present

74.1. Community Traffic Regulation Order (TRO) – Claridge House, Church Street

The Committee heard from a member of the public who sought the Town Council's support for the above TRO.. Speaking about the increased congestion in the area, the explained that the purpose of the proposed yellow lines would be to prevent parking and improve visibility for traffic entering and leaving Claridge House in Church Street.. Expanding on the details of the proposal they emphasised the increased need to improve road safety and added that the petition had garnered 50 signatures of support. The chair thanked them for their representation which was noted for consideration when the Committee came to discuss the item later in the meeting.

74.2. Planning Application LU/117/25/HH –91 Wick Farm Road, Littlehampton

Councillor Butcher addressed the Committee from the public forum regarding this application. Referencing the objections from residents that had already been submitted he sought the Committee's support in opposing these plans on the grounds that they represented an overdevelopment of the of the property, were intrusive and would lead to an increase in visitors which would have a detrimental impact on the residential amenity of the neighbouring properties. The chair thanked Councillor Butcher for his representation which was noted for consideration when the Committee came to discuss the item later in the meeting

75. Planning and Other Arun District Council Matters

75.1. Planning Applications, Lists 37, 38, 39, and 40

*7.07pm Councillor Woodman left the meeting.

It was resolved that:

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

75.2. Licence Application No: 122299 re: Street Record, Littlehampton – Regular Markets Consent for 12 Occasions

- 75.2.1. The committee considered a license application, previously circulated, which sought consent for a regular market on 12 occasions in Littlehampton High Street. Members highlighted the positive feedback from the current market and their preference for this to continue.

The Committee therefore resolved:

To support to the application.

76. Rampion 2 Windfarm

There was nothing further to report.

77. West Sussex County Council (WSCC) and Other Highways Matters

77.1. Traffic Regulation Order (TRO) Consultation – Hampton Park Main Avenue and Various Roads

- 77.1.1. The committee had before them a TRO application, previously circulated, which sought to implement a 20mph speed along various roads in the new Hampton Park development alongside the construction of a pedestrian crossing. Whilst supportive of the TRO, members were also reminded of previous correspondence with the Local Highways Authority (West Sussex County Council) which had indicated that a traffic audit would be undertaken following the completion of the Lymminster Bypass. In supporting the TRO, it was therefore also agreed that an update on the progress with the traffic audit be sought from them.

It was resolved that:

The Traffic Regulation Order application for speed limits and a pedestrian crossing within Hampton Park be supported

77.2. Community Traffic Regulation Order (CTRO) – Claridge House, Church Street

- 77.2.1. The Committee proceeded to consider the proposal, taking into consideration the representation received from the public forum earlier in the meeting. It was

noted that the proposal aimed to improve accessibility, safety, and visibility around the area of the entrance to Claridge House and was supported by the local County Councillor. Observing that Church Road also formed part of a main bus route and carried a 30-mph speed limit, the proposed restrictions were considered both reasonable and proportionate and would enhance accessibility and safety within the area.

The Committee therefore resolved:

To support the Community Traffic Regulation Order and that the comments above be forwarded to the County Council.

78. Other Transport Matters

78.1. Govia Thameslink Railway Stakeholder Survey

The committee received notification of the abovementioned Stakeholder Survey that was being carried by Govia Thameslink. Details of the survey would be circulated to members, and the committee would consider a response on behalf of the Town Council at the next meeting.

It was resolved that:

The Update be noted.

79. Masterplan – North Littlehampton

It was noted that a meeting of the North Littlehampton Advisory Group had been scheduled for Friday 17 October 2025.

80. Exempt Business

There was none.

The meeting closed at 7.41pm.

Chair

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 6 October 2025. Representation on Lists 37, 38, 39 and 40

Plan List No.	Ward	Ward Cllr	Planning No.	Details of Application	Location	Comments
37	Courtwick with Toddington	FT	LU/188/25/PL	Change of use from a residential dwelling to a small care facility for up to 2 children aged between 12 - 16 years old. This application is in CIL zone 2 (zero rated).	11 Eagles Chase Littlehampton BN17 7RF	Objection: Observing the concerns raised by Environmental Health about the potential impact of the development on the residential amenity of the properties in the surrounding area, the Committee endorsed their comments.
37	Courtwick with Toddington	FT	LU/163/25/PL	Amendment to LU/59/25/PL to allow for the formation of overspill car park, rationalisation of existing car park and formation of resident's garden including fence panels (resubmission following LU/310/24/PL). This application may affect the setting of listed buildings and is in CIL Zone 2 (Zero Rated) as other development.	Strawberry Field Courtwick Lane Littlehampton BN17	No objection
37	Wickbourne	FT	LU/117/25/HH	Single storey rear extension and part side extension.	91 Wick Farm Road Littlehampton BN17 7HJ	Objection: On the grounds that the proposal, by virtue of its bulk and mass, is an overdevelopment of the site and will have an adverse impact on the residential amenity of neighbours by reason of increased

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LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 6 October 2025. Representation on Lists 37, 38, 39 and 40

Plan List No.	Ward	Ward Cllr	Planning No.	Details of Application	Location	Comments
						noise and overshadowing.
38	River	JD	LU/182/25/PL	Fit-out of property to accommodate a community Banking Hub branch to include the replacement of entrance door, shopfront windows, stall risers and side window to accommodate double glazing, a new vinyl wrapped composite ACM panel will be fixed to the frontage fascia in RAL 7021 black / grey for placement of new advertisement signage fascia and an ATM will be integrated into the right-hand window, on the side elevation within the external courtyard, one aperture will be filled in, two new openings will be created in the external wall to accommodate louvres and the replacement of existing condenser unit located on the flat roof . This application is in CIL Zone 4 (Zero Rated) as other development.	43 High Street Littlehampton	The Committee welcomed the addition of this much-needed facility and the services it would bring, as well as the investment in the High Street. It was considered that this development would contribute positively to the revitalisation of the area aligning with the goals set out in the Town Council's Town Centre Strategy and Action Plan.
38	River	JD	LU/183/25/A	Various non illuminated advertisements on front and side elevations to include new ATM machine on front elevation.	43 High Street Littlehampton	
39	River	JD	LU/177/25/PL	Readvertisement due to Amended description. Change of use from 7 No bedroom HMO (Sui Generis) to C2 (Residential Institution) use with 8 No self-contained bedrooms alongside the construction of an office pod/assessment unit for support staff and garden/allotment space on existing forecourt. This application is in CIL Zone 4 (Zero Rated) as other development.	12 Cornwall Road Littlehampton	No Objection
40	Beach	BW	LU/199/25/S73	Variation of condition following the approval of LU/136/19/PL relating to condition 3 - approved lighting schedule.	Skate Park Sea Road Littlehampton	No objection

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LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 6 October 2025. Representation on Lists 37, 38, 39 and 40

Plan List No.	Ward	Ward Cllr	Planning No.	Details of Application	Location	Comments
40	River	JD	LU/124/25/RES	Readvertisement due to Amended description to include 32 moorings Approval of reserved matters following outline consent LU/238/20/OUT for 60 No dwellings to include a multifunctional gym building, and 32 No leisure moorings. This application is a Departure from the Development Plan, may affect a public footpath, lies within the parish of Climping and is in CIL Zone 3 and is CIL Liable as new dwellings.	Land west of Bridge Road Roundabout Littlehampton	The Committee maintained its previous objection.
40	River	JD	LU/201/25/A	2 No 1.905m internally illuminated LCD display screens, one on each side of the Streethub Unit.	Pavement o/s 63 High Street Littlehampton	Objection: On the grounds that the development would have a negative visual impact on the street scene and detract from the newly regenerated High Street. It's position would also significantly impact accessibility and disturb activities such as the weekly market and events.
40	River	JD	LU/195/25/PL	Change of use from offices to 2 No. 1 bedroom flats. This application is in CIL zone 4 (zero rated).	1 & 2 Norfolk House Beach Road Littlehampton	No objection
40	Courtwick with Toddington	FT	LU/193/25/PL	Proposed residential development for 4 houses and associated landscaping. This application may affect the setting of a Listed Building and is in CIL Zone 2 (CIL liable as new dwellings).	Court Wick Park Courtwick Lane Littlehampton	Subject to the tree maintenance plan and biodiversity statements being considered satisfactory, the committee had no

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 6 October 2025. Representation on Lists 37, 38, 39 and 40

Plan List No.	Ward	Ward Cllr	Planning No.	Details of Application	Location	Comments
						objection to the application.
40	Courtwick with Toddington	FT	LU/205/25/CLP	Lawful development certificate for the proposed 24-hour opening of Morrisons Petrol Station.	Petrol Filling Station Morrisons Littlehampton Hawthorn Road Littlehampton	Objection: On the grounds that if permitted this would have an adverse impact on the amenity of residents in the surrounding area and was not compatible with or in the spirit of the variation granted (LU/307/12) to the original approval (LU/271/11) restricting delivery activity at the site.
40	Wickbourne	FT	LU/198/25/CLP	Lawful development certificate for a proposed rear extension.	22 The Crossways Littlehampton	No objection

Date of letter: **02 October 2025**

LICENSING ACT 2003

Licence: **Premises Licence**

Application Type: **Variation**

Application No: **122334**

Dear Sir/Madam,

Applicant: **Motor Fuel Limited**

Date Received: **02 October 2025**

An application was made to Arun District Council under the Licensing Act 2003 by the above-named applicant. If you would like to make a representation please use the link below.

[Click here to complete the form](#)

In order that consideration of the application may not be delayed, it will be appreciated if a reply can be sent to us by: **30 October 2025**.

Please see below for the details relating to this licence.

Yours faithfully

Sally Dunlop

Technical Support Assistant

Applicant: **Motor Fuel Limited**

Applicant Address:

Applicant Telephone:

Applicant Email:

Additional Applicant:

Location: **Morrisons Supermarket, Hawthorn Road, Littlehampton, BN17 7LT**

Premises Capacity:

Details of proposed variation: **The variation is to update the plans to allow for an extension to include a Gregg's concession. Plan attached**

DPS:

LBHIL3441

LB Hillingdon

LBHIL3441

LB Hillingdon

The opening hours of the premises:

Day	Start Time	End Time
Monday	06:00	00:00
Tuesday	06:00	00:00
Wednesday	06:00	00:00
Thursday	06:00	00:00
Friday	06:00	00:00
Saturday	06:00	00:00
Sunday	06:00	00:00

Seasonal Variations: **NA**

Non-standard Times: **NA**

Licensable Activities authorised by the licence:

Provision of Late Night Refreshments:Indoors and Outdoors
Sale or Supply of Alcohol: For consumption off the premises

Late Night Refreshment Times :

Day	Start Time	End Time
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	00:00	23:00
Friday	23:00	00:00
Saturday	23:00	00:00
Sunday	23:00	00:00

Seasonal Variations:

Non-standard Times:

Supply of Alcohol

Day	Start Time	End Time
Monday	06:00	00:00
Tuesday	06:00	00:00
Wednesday	06:00	00:00
Thursday	06:00	00:00
Friday	06:00	00:00
Saturday	06:00	00:00
Sunday	06:00	00:00

Seasonal Variations:

Non-standard Times:

Plays:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Films:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Indoor Sporting Events:

Day	Start Time	End Time
Monday		

Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Boxing or Wrestling entertainment:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Live Music:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Recorded Music:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Performance of Dance:

Day	Start Time	End Time
Monday		

Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard Times:		

Anything of a similar description to that falling within (E), (F) or (G):

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Conditions consistent with the Operating Schedule

General Objectives:

All staff engaged in the sale of alcohol will be trained in accordance with the premises licence holders training procedures.

Prevention of Crime and Disorder:

All staff will receive suitable training, including refresher training, in relation to the proof of age Challenge 25 policy to be applied on the premises. The following forms of identification are acceptable; photo driving licence, passport, proof of age standards scheme PASS card and any other locally or nationally approved form of identification. CCTV shall be provided on the premises and shall be kept in good working order. CCTV to be installed in accordance with Home Office Guidelines relating to UK police requirements for a digital CCTV system. CCTV images shall be retained for at least 28 days, and except for mechanical breakdown beyond the control of the proprietor, shall be made available upon request to the police. Any system failure will be remedied as soon as practicable. All checkout operators will operate a refusal log. It will be the responsibility of the DPS, or duty manager, to ensure that any request from the police for a recording to be made for evidential purposes, is carried out as soon as possible, in compliance with data protection legislation. Spirits will be stored and displayed behind the service counter, beyond arms reach of the public. The premises shall, at all times, maintain and operate a sales refusals log and an incident log which shall be reviewed by the DPS at intervals of no less than twelve, 12, weeks, and feedback given to staff as relevant.

Public Safety:

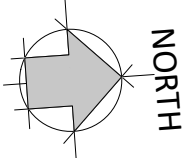
Prevention of Public Nuisance:

The premises shall, at all times, maintain and operate a sales refusals register and an incident log which shall be reviewed by the designated premises supervisor at intervals of no less than twelve, 12, weeks and feedback given to staff as relevant. Both a refusal log and an incident log will be kept on the premises to record all refusals and incidents of crime and disorder. These records will be made available to the authorised members of the local licensing authority and, or the police, upon request.

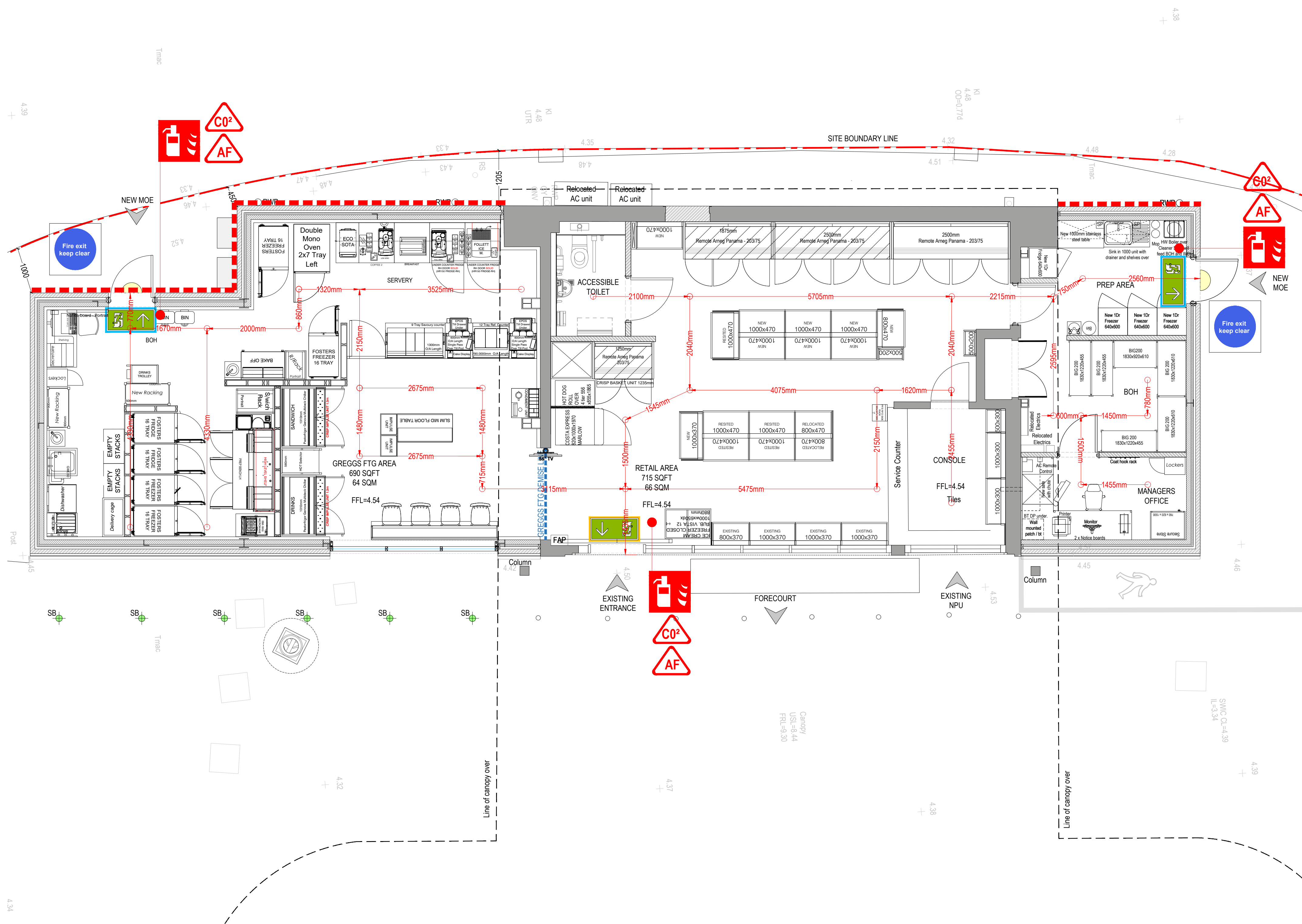
Protection of Children from Harm:

The premises will operate a Challenge 25 policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. Signage advertising the Challenge 25 policy will be displayed in prominent locations in the premises. All staff will receive suitable training (including refresher training) in relation to the proof of age Challenge 25 policy to

be applied on the premises. The following forms of identification are acceptable; photo driving licence, passport, proof of age standards scheme PASS card and any other locally or nationally approved form of identification. All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically, in regard to age restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. Induction training must be completed, and fully documented, prior to the sale of alcohol by the staff member and refresher training thereafter at intervals of no less than six, 6, months. All restricted sales training undertaken by the staff members shall be fully documented and recorded. All training records shall be made available to the Sussex police, local authority licensing officers, and the local Trading Standards service upon request. Till prompts are in use at the store..



The entire premises is to be licensed for the sale of alcohol
and the provision of late night refreshment



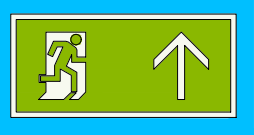
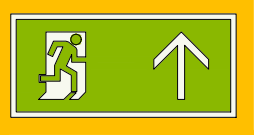
PART B - FIRE SAFETY TRAVEL DISTANCE (TD) - Reference Table 2.1, page 14 and Diagram 2.2, Page 15 of Approved Document B - Vol 2, where 18m in single direction and 45m in more than on direction have been used to assess the means of escape.

PART B - FIRE SAFETY EXIT SIGNS
5.28 Every doorway or other exit providing access to a means of escape, other than exits in ordinary use (e.g. main entrances), should be distinctively and conspicuously marked by an exit sign in accordance with BS ISO 3864-1 and BS 5499-4.

PART B - FIRE SAFETY ESCAPE ROUTES AND EXITS
Final exit doors should have simple fastenings able to be operated quickly in an emergency, e.g., panic bar/push pad door release, designed to BS EN 1125.

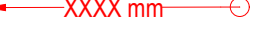
EXISTING FIRE FIGHTING EQUIPMENT TO BE CHECKED ON SITE.

FIRE EXIT SIGNAGE DETAILS

A) WALL MOUNTED SIGN:	 ADHESIVE BACKED OR DRILLED FOR FIXING. 50MM ABOVE DOORS/OPENINGS
B) SUSPENDED SIGN:	 EACH COMPLETE WITH 2NO S/S STEEL WIRES AND NECESSARY FIXINGS. HEIGHT AFFL TO MATCH OTHER INTERNAL SIGNAGE

ALL FIRE SIGNS MUST CONFORM TO
BS5499-1:2002, BS5499-4:2016, BS5499-5, 6:2002,
BS5499-11:2002 & BS180 7010 2020

EMERGENCY FIRE EXIT DIRECTION SIGNS OVER ESCAPE ROUTE DOORS MUST BE ILLUMINATED

	LOCATION OF SMOKE DETECTOR WITH CEILING VOID DETECTION AND LED WARNING AT CEILING LEVEL.
	LOCATION OF SMOKE DETECTOR
	HEAT DETECTOR
	NOTE= Location of smoke and heat detector to be confirmed by specialist and to be installed in accordance with manufactures requirements.
	FIRE STRATEGY ROUTE
	"FIRE EXIT - KEEP CLEAR" VINYL SIGN APPLIED TO DOOR EXTERIOR
	NOTE: Main contractor to inspect fire escape signage for compliance with current regulation.

FIRE FIGHTING EQUIPMENT

	FIRE FIGHTING EQUIPMENT LOCATION
	AQUEOUS FILM FORMING FOAM 6 LITRE 27A-AFFF
	CO ₂ 2KG
	FIRE EXTINGUISHER PATTERSSING - 25 x 150 x 600 mm LONG SOFTWOOD CHAMFERED PATTERSS FIXED AT 1m TO TOP OF PATTERSS FROM FFL
	30 MIN FIRE RATED FIRE CONSTRUCTION TO FIRE COMPARTMENTS (NOT GREATER THAN 20M) INCLUDING CONCEALED FIRE BARRIERS.
	60 MIN FIRE RATED CONSTRUCTION INCLUDING CONCEALED FIRE BARRIERS.

DRAWING NOTES

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Every effort has been made to ensure the accuracy of these drawings, however MBH Design Studio Ltd. accept no responsibility for any discrepancies arising from the reuse of survey information and preliminary drawings commissioned by the Applicant from others.

GENERAL NOTES

ESCAPE LIGHTING
AS DEFINED BY BRITISH STANDARD 5266:PART 1 (2016) SHALL BE PROVIDED TO THESE PREMISES, SUFFICIENT TO ENABLE PERSONS TO EXIT BUILDING IN THE EVENT OF FAILURE OF NORMAL LIGHTING

FIRE FIGHTING EQUIPMENT
SHOULD BE PROVIDED AS DETAILED AND IN ACCORDANCE WITH BRITISH STANDARD 5306:PART 3 (2017)

FIRE FIGHTING SYSTEM
TO BE PROVIDED WITH FIRE WARNING SYSTEM COMPLYING WITH BRITISH STANDARD 5839:PART 1 (2017)

FIRE ALARM SYSTEM
TO BE INSTALLED IN ACCORDANCE WITH BS 5839:PART 1 (2017)

NOTICES:
A 'RUNNING MAN' SIGN SHALL BE INSTALLED ABOVE DOORS IN ACCORDANCE WITH BS5499

NOTICES:
FIRE SAFETY SIGNS SHALL BE INSTALLED ABOVE DOORS IN ACCORDANCE WITH BS5499:PART 1

- PROVIDE EXIT BUTTONS AND BREAK GLASS POINTS AT 1200MM AFFL TO ALL AREAS WITH ACCESS CONTROL.
- PROVIDE FIRE BARRIER TO CEILING / FLOOR VOIDS AT 20M CENTRES MAXIMUM.
- ALL SERVICE PENETRATIONS IN COMPARTMENT WALLS, FLOOR & SOFFIT TO BE FIRE-STOPPED WITH THE APPROPRIATE FIRE DAMPERS.
- PROVIDE STATUTORY FIRE/WARNING SIGNS TO MOE DOORS AS REQUIRED.
- PROVIDE FIRE DETECTION AND ALARM SYSTEM TO BS 5839 PART 1 AND TO L1 STANDARD.
- PROVIDE ESCAPE LIGHTING TO BS 5266 PART 1.
- SPREAD OF FLAME TO WALL AND CEILING SURFACES IN THE SALES BUILDING SHOULD BE NOT LESS THAN CLASS 1 AND ESCAPE CORRIDORS NOT LESS THAN CLASS 0.

A	07.08.2025	Layout Revised	HP/JN
REV	DATE	DESCRIPTION	DRAWN/CHECKED
REVISION NOTES			

CONSTRUCTION



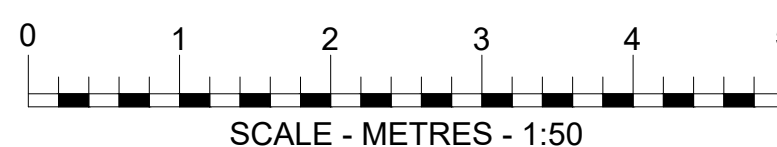
MBH Design Studio Ltd.
Brook House, Apex Court, Camphill Road, West Byfleet, KT14 6SQ
www.mbhhd.com t: 01932 352 727 f: 01932 351 545



PROJECT
FS2360 LITTLEHAMPTON MORRISONS S/S
HAWTHORN ROAD,
WICK, LITTLEHAMPTON,
BN17 7LA

DRAWING TITLE
PROPOSED FIRE STRATEGY PLAN

DRAWN BY LB	DATE 25.07.2025	SCALE 1:50	PAPER SIZE A1
CHECKED BY JN	DRAWING NUMBER 14654-311	REV A	



Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 3 November 2025. Representation on Lists 41, 42 and 43

Plan List No.	Ward	Ward Cllr	Planning No.	Details of Application	Location	Comments
41	River	JD	LU/200/25/PL	Removal of associated existing BT payphone(s) and kiosks and installation of 1 No BT Streethub Unit. This application affects the setting of listed buildings and is in CIL Zone 4 (Zero Rated) as other development.	Pavement o/s 63 High Street Littlehampton	
42	River	JD	LU/211/25/PD	Prior approval under Schedule 2, Part 3, Class MA for the change of use from a business (Class E (g) (i)) to 3 No flats (C3).	80-82 High Street Littlehampton	
42	Wickbourne	FT	LU/209/25/S73	Removal of conditions 6-risk of contamination and 7-remediation strategy for contamination and variation of conditions 2-plans condition, 4-colour schedule for materials, 5-Biodiversity Enhancement Layout and 8- vehicular parking following the approval of LU/300/23/PL relating to design amendments.	BCMY Ltd 1 Fort Rd Wick	
43	River	JD	LU/58/25/DEM	Prior notification under Schedule 2, Part 11, Class B for the demolition of public toilets.	North Street Public Toilets Littlehampton	
43	Courtwick with Toddington	FT	LU/217/25/HH	Single story side/front extension.	8 Griffin Crescent Littlehampton	
43	Courtwick with Toddington	FT	LU/213/25/CLP	Lawful development certificate for a proposed garden shed.	16 Hinchliff Drive Wick	



Licensing Act 2003 – Notice

Reference Number: 122405

**Birds Of Paradise Deli
26 Beach Road
Littlehampton
West Sussex
BN17 5HT**

has made an application for a Premises Licence under
the Licensing Act 2003

Proposed licensable activities

Supply of alcohol for consumption on and off the premises from 08:00
to 22:00 Monday to Sunday

The application is open to representation from interested parties and
responsible authorities between 21st October 2025
and 17th November 2025

A public register of all Licensing Act permissions and applications is held by Arun District
Council at www.eh.arun.gov.uk

All representations should be made in writing and sent to:
Licensing Team, Environmental Health,
Arun District Council, Arun Civic Centre, Maltravers Road,
Littlehampton, West Sussex BN17 5LF
or emailed to licensing@arun.gov.uk

Relevant representations will be shared in full with the applicant for
consideration as well as being provided for consideration at a public
hearing where necessary

It is an offence to knowingly or recklessly make a false statement in
connection with an application and the maximum fine for this offence
is unlimited

Date of letter: **20 October 2025**

LICENSING ACT 2003

Licence: **Premises Licence**

Application Type: **New**

Application No: **122405**

Dear Sir/Madam,

Applicant: **Birds of Paradise Deli Ltd**

Date Received: **20 October 2025**

An application was made to Arun District Council under the Licensing Act 2003 by the above-named applicant. If you would like to make a representation please use the link below.

[Click here to complete the form](#)

In order that consideration of the application may not be delayed, it will be appreciated if a reply can be sent to us by: **17 November 2025**.

Please see below for the details relating to this licence.

Yours faithfully

Deena Harrington
Technical Support Assistant

Applicant: **Birds of Paradise Deli Ltd**

Applicant Address: **26 Beach Road , Littlehampton, BN17 5HT**

Applicant Telephone:

Applicant Email:

Additional Applicant:

Location: **26 Beach Road, Littlehampton, BN17 5HT**

Premises Capacity:

Details of proposed variation:

DPS:

122379

Arun District Council

The opening hours of the premises:

Day	Start Time	End Time
Monday	08:00	22:30
Tuesday	08:00	22:30
Wednesday	08:00	22:30
Thursday	08:00	22:30
Friday	08:00	22:30
Saturday	08:00	22:30
Sunday	08:00	22:30

Seasonal Variations: **Not Applicable**

Non-standard Times: **Not Applicable**

Licensable Activities authorised by the licence:

Sale or Supply of Alcohol: For consumption on and off the premises

Late Night Refreshment Times :

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Seasonal Variations:

Non-standard Times:

Supply of Alcohol

Day	Start Time	End Time
Monday	08:00	22:00
Tuesday	08:00	22:00
Wednesday	08:00	22:00

Thursday	08:00	22:00
Friday	08:00	22:00
Saturday	08:00	22:00
Sunday	08:00	22:00

Seasonal Variations: **Not Applicable**

Non-standard Times: **Not Applicable**

Plays:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Films:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Indoor Sporting Events:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Boxing or Wrestling entertainment:

--

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Live Music:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Recorded Music:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard times:		

Performance of Dance:

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Seasonal Variations: Non-standard Times:		

Anything of a similar description to that falling within (E), (F) or (G):

Day	Start Time	End Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Conditions consistent with the Operating Schedule

General Objectives:

A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram. A CCTV system will be installed at the premises covering the entrance, the external area and all internal areas. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the Local Authority. All staff members engaged, or to be engaged, on the premises shall receive full training pertinent to the Licensing Act.

Prevention of Crime and Disorder:

A CCTV system will be installed at the premises covering the entrance, the external area and all internal areas. A head and shoulders image to identification standard shall be captured of every person entering the premises. Images shall be kept for 31 days and supplied to the police or local authority on request. A member of staff trained in the use of the CCTV system must be always available at the premises that the premises is open to the public. The CCTV system will display, on screen and on any recording, the correct time and date that images were captured. CCTV signage will be displayed, reminding customers that CCTV is in operation. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the Local Authority. The log will record the following: The premises shall operate a zero-tolerance policy to the supply and use of drugs. Anyone who appears to be drunk or intoxicated shall not be allowed entry to the premises and those who have gained entry will be escorted from the business. Substantial food and non-intoxicating beverages, including drinking water, shall be available in the premises where alcohol is sold or supplied for consumption on the premises. All delivery orders shall be to a registered residential or business address. There shall be no deliveries to public/communal areas or open spaces. All staff members should be checked to ensure they have the right to work in the UK. These checks should be made available upon requests to all responsible authorities.

Public Safety:

There shall be no vertical drinking at the premises. Table service only. The premises will have a refusal book or electronic system to record all refusals of sales; this must be made available to the police and local authority officers upon reasonable request. The company will have a Health Safety and Fire Risk Assessment.

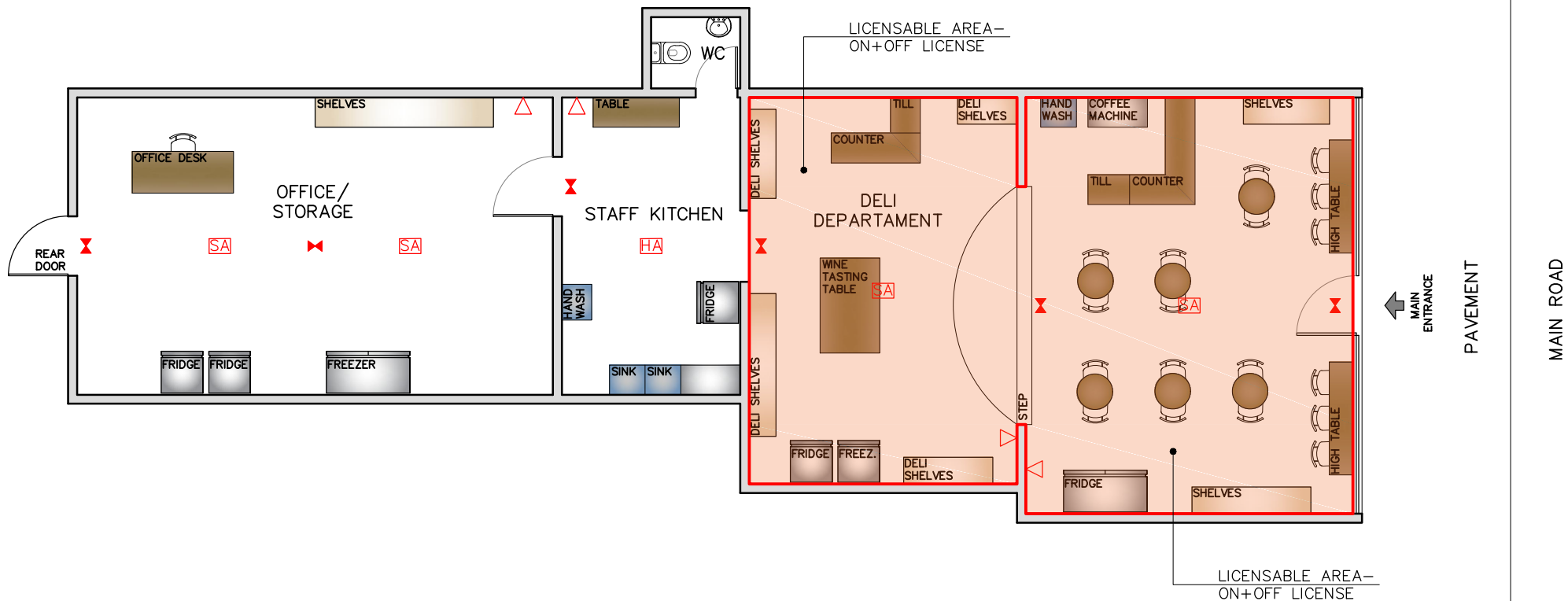
Prevention of Public Nuisance:

During the hours of operation, the licence holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises, and that this area shall be swept and or washed and litter and sweepings collected and stored in accordance with the approved refuse storage arrangements by close of business. Clear and legible notices will be prominently displayed at the exit to remind customers to leave quietly and have regard to our neighbours. No beers, ales, lagers, or ciders of 6% ABV or above to be sold.

Protection of Children from Harm:

A challenge 25 policy will be in operation at the premises with operate signage on display throughout the premises. All staff members engaged, or to be engaged, on the premises shall receive full training pertinent to the Licensing Act, specifically regarding age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. This shall take place every 12 months. Alcohol shall not be located in the immediate vicinity of the entrances and exit to the premises, but shall be in an area in which it shall be monitored by staff on a frequent and daily basis whilst licensable activities are taking place. For all orders taken over the

phone or via the internet, customers should be informed of Challenge 25 and the requirement to have ID ready for inspection should the need arise before receipt of alcoholic beverages. All such training is to be fully documented and signed by not only the employee but the person delivering the training. Training records shall be kept at the premises and made available upon request to either Police Officers or an authorised officer of the Local Authority.



DELICATESSEN

ALCOHOL LICENSE – ON+OFF LICENSE

JOSE MANUEL ROCHA
UNIT 35 – BATTERSEA BUSINESS CENTRE 99–109 LAVENDER HILL
LONDON SW11 5QL
TEL: +44 (0) 7868–697778 / E-MAIL: manuelrocha01@hotmail.com

APPLICANT:

BIRDS OF PARADISE

26 BEACH ROAD
LITTLEHAMPTON
BN17 5HT

27

SCALE:

A4_1/100

DATE:

29–AUGUST–2025

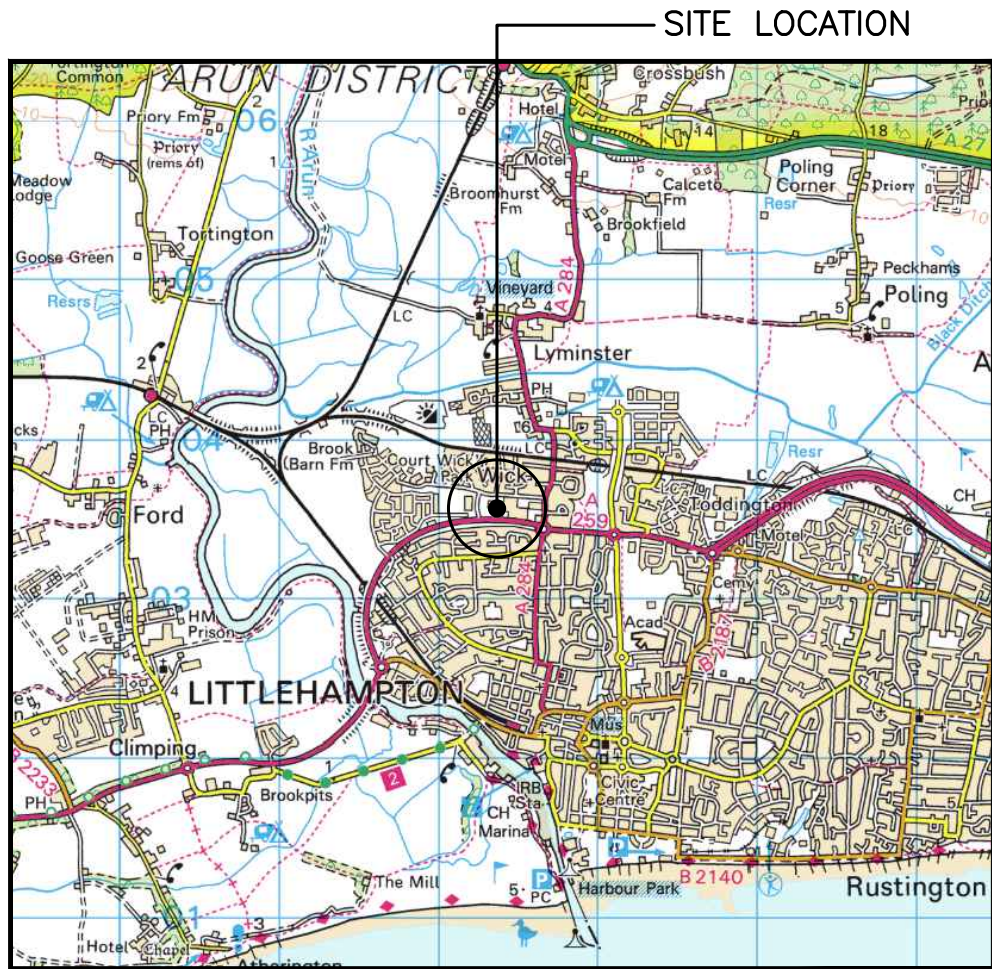
 LICENSABLE AREA

SA SMOKE ALARM

HA HEAT ALARM

△ FIRE EXTINGUISHER

✕ EMERGENCY LIGHT

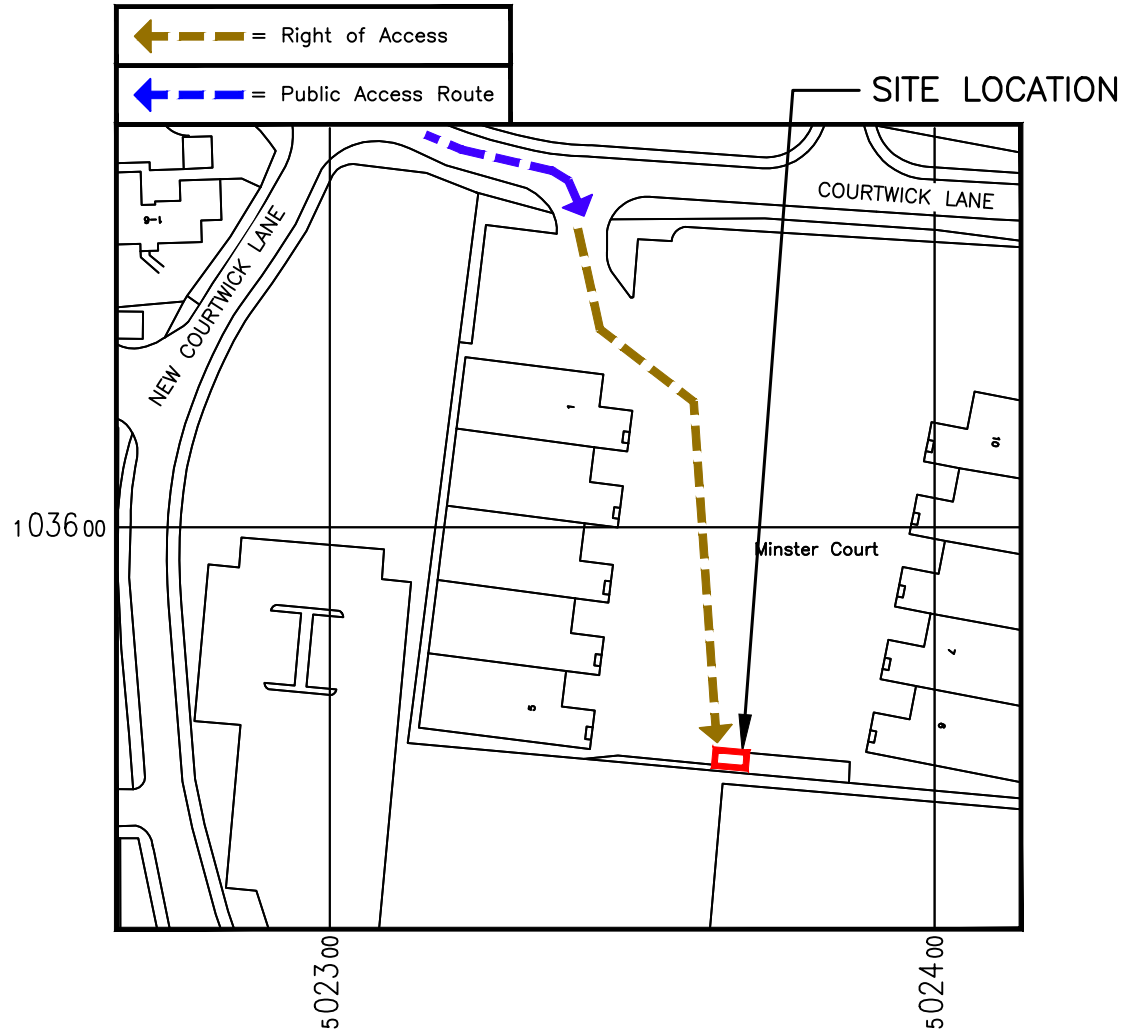
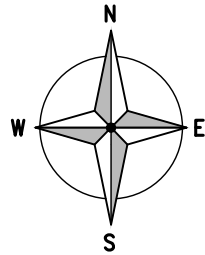


0 1km 2km 3km
1:50k

SITE LOCATION
(Scale 1:50000)
Ordnance Survey map extract
based upon Landranger map series
with the permission of the controller of
His Majesty's Stationery Office
Licence No. 100022432
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SITE PHOTOGRAPH



DETAILED SITE LOCATION
(Scale 1:1250)
Ordnance Survey map extract
based upon Landranger map series
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0 25m 50m 75m
1:1250

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 502371 N: 103561

NOTES:

DIRECTIONS TO SITE:
HEAD SOUTH ON A24. TAKE A27 EXIT
WESTBOUND. AT ROUNDABOUT TAKE 1ST EXIT
ONTO LYMINSTER RD. TURN RIGHT AT
COURTWICK LN. SITE ON LEFT.

what3words compound:
mirror.talent.heave

what3words access point
from main road:
broker.sudden.gravy

A	PLANNING ISSUE	DBDA	TC	18/09/25
REV	MODIFICATION	BY	CH	DATE



United Living Connected
4 Clearwater, Lingley Mere Business Park, Lingley Green
Avenue,
Great Sankey, Warrington, WA5 3UZ
t. 44 (0)151 420 4128
www.unitedliving.co.uk

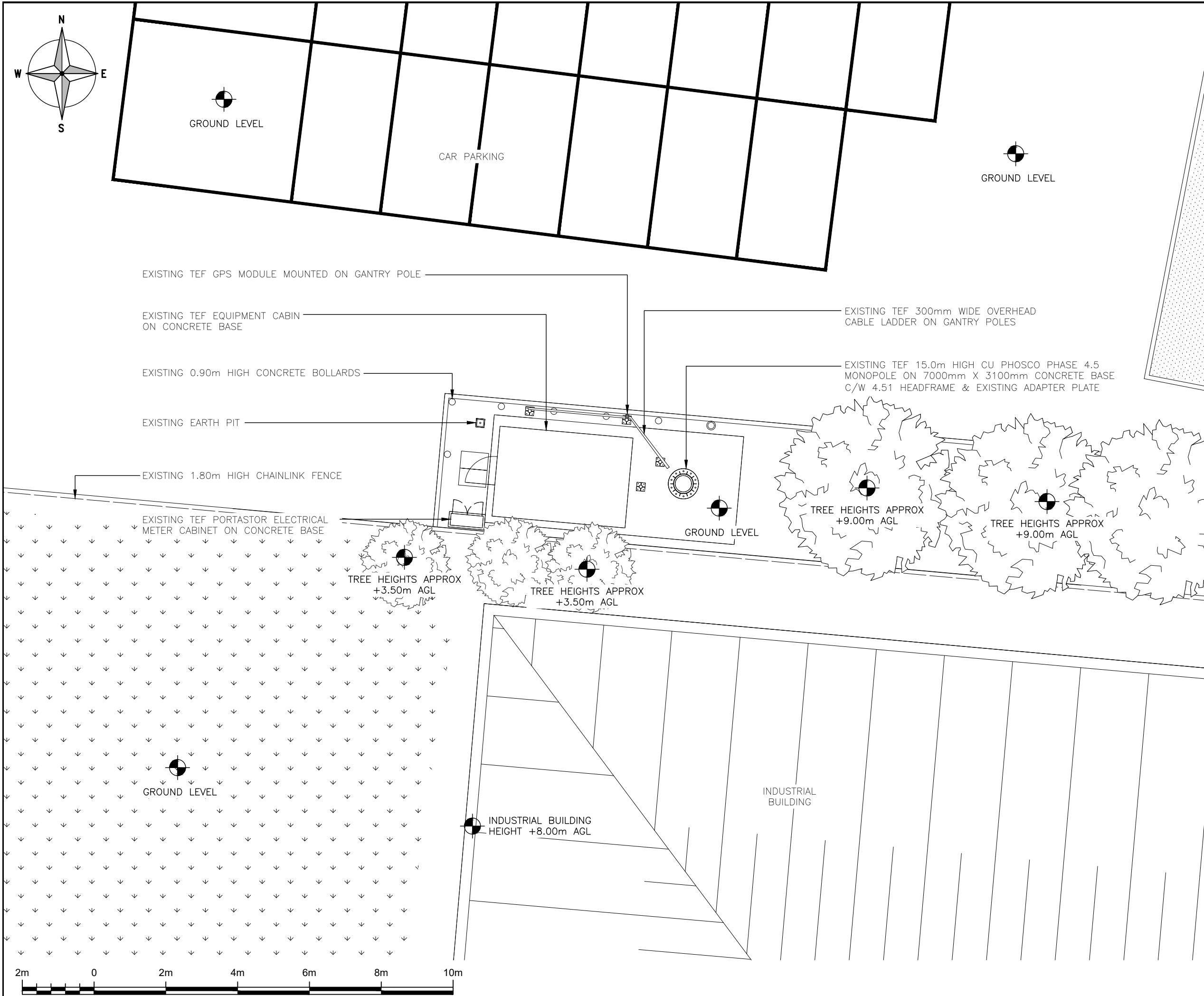


Cell Name	Opt.
MINSTER COURT	A

Cell ID No				
CSID	—	VF	✓	TEF
113174	—	23311	—	45387
Project No.	—	TM Cell ID	—	N/A
11317429	—	—	—	—

Site Address / Contact Details	
COURTWICK LANE WICK LITTLEHAMPTON WEST SUSSEX BN17 7RN	

Drawing Title:		SITE LOCATION MAPS	
Purpose of issue:		PLANNING	Dwg Rev:
Drawing Number:		100	A
Surveyed By:		CA/DA	Pack Issue:
Original Sheet Size:		A3	
Drawn:	Date:	Checked:	Date:
DBDA	18/09/25	TC	18/09/25



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N.G.R

E: 502371

N: 103561

NOTES:

A

PLANNING ISSUE

DBDA

TC

18/09/25

REV

MODIFICATION

BY

CH

DATE

united living

connected

United Living Connected
4 Clearwater, Lingley Mere Business Park, Lingley Green
Avenue,
Great Sankey, Warrington, WA5 3UZ
t. 44 (0)151 420 4128
www.unitedliving.co.uk

cornerstone

Cell Name

Opt.

MINSTER COURT

A

Cell ID No

CSID

VF

TEF

113174

23311

45387

Project No.

TM Cell ID

N/A

11317429

-

-

Site Address / Contact Details

COURTWICK LANE
WICK
LITTLEHAMPTON
WEST SUSSEX
BN17 7RN

Drawing Title:

EXISTING SITE PLAN

Purpose of issue:

PLANNING

Dwg Rev:

Drawing Number:

200

A

Surveyed By:

CA/DA

Original Sheet Size:

A3

Pack Issue:

Drawn:

Date:

Checked:

Date:

A

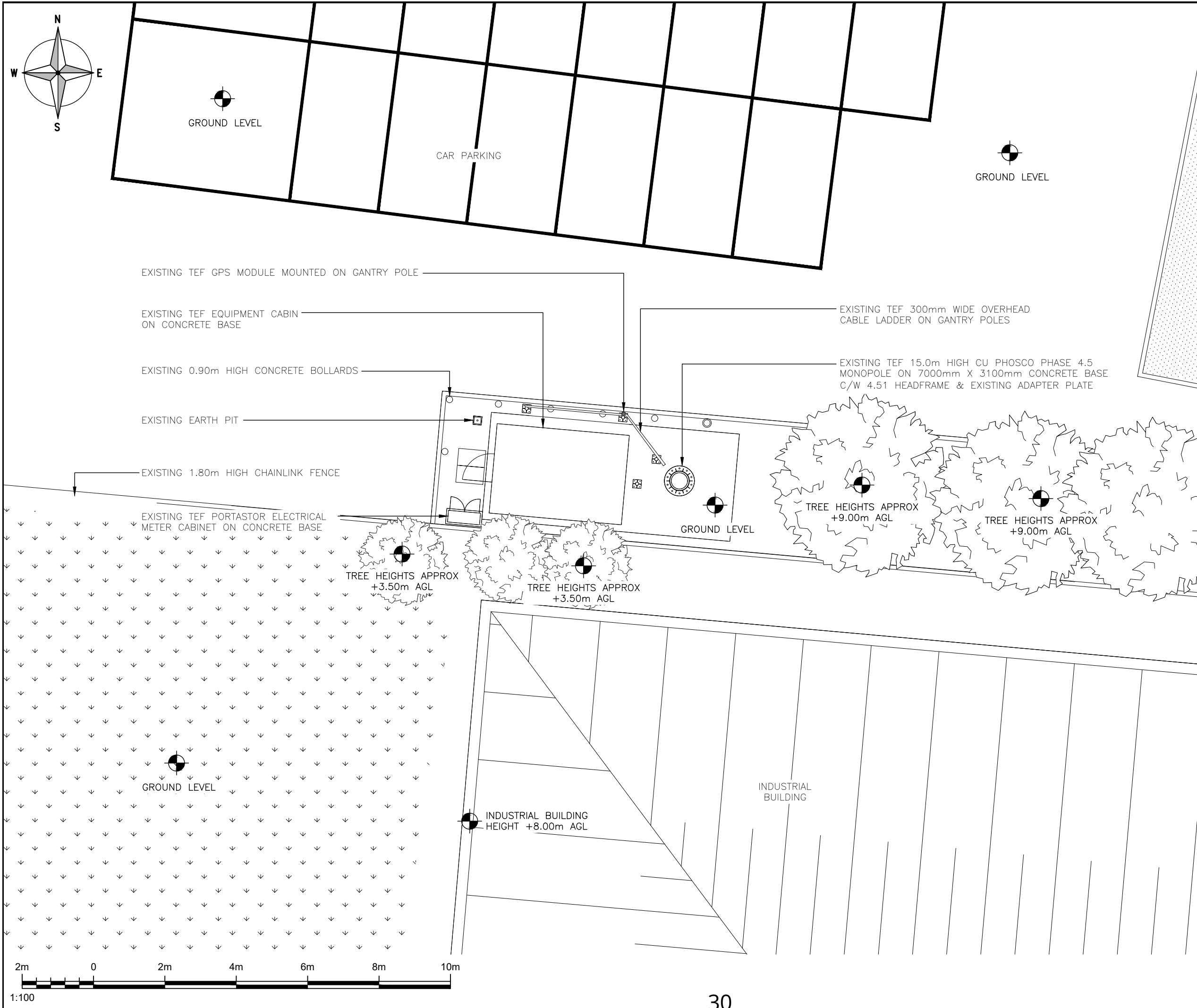
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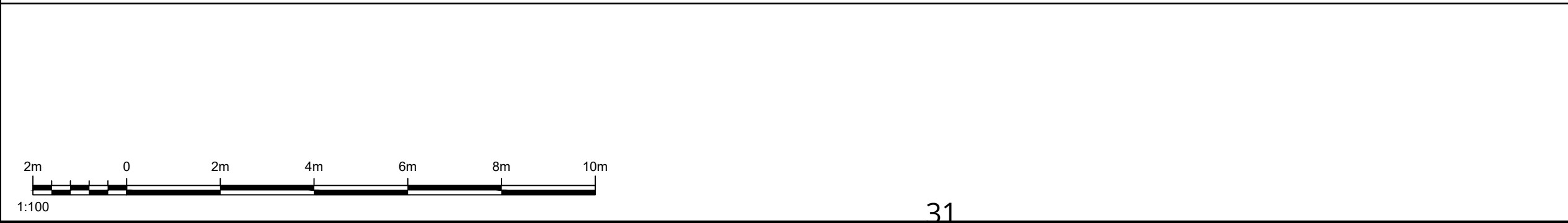
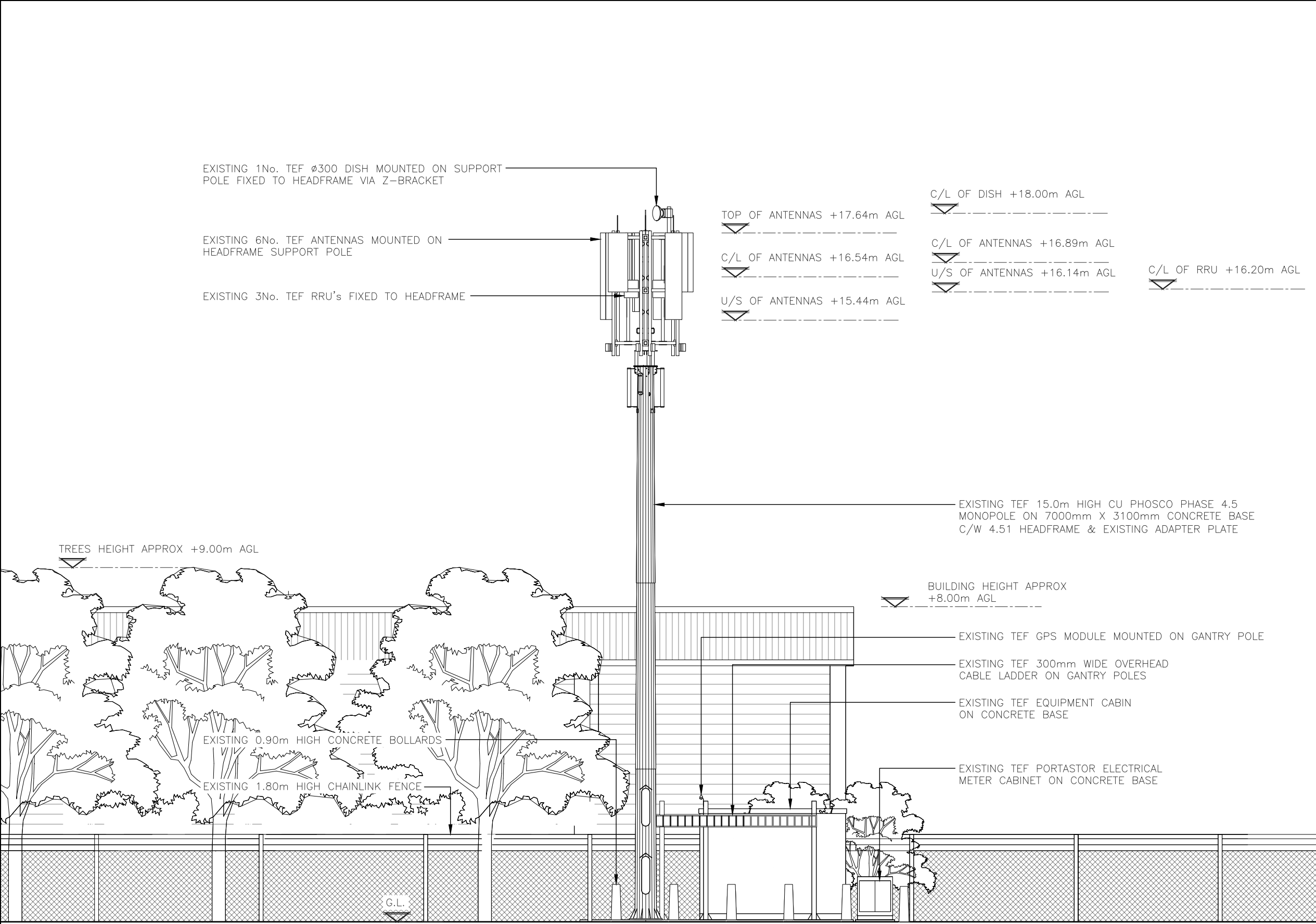
N.G.R | E: 502371 | N: 103561

NOTES:

A	PLANNING ISSUE	DBDA	TC	18/09/25
REV	MODIFICATION	BY	CH	DATE

United Living Connected
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Avenue,
Great Sankey, Warrington, WA5 3UZ
t. 44 (0)151 420 4128
www.unitedliving.co.uk

Cell Name				Opt.
MINSTER COURT				A
Cell ID No				
CSID	VF	TEF		
113174	23311	45387		
Project No.	TM Cell ID	N/A		
11317429	-	-		
Site Address / Contact Details				
COURTWICK LANE WICK LITTLEHAMPTON WEST SUSSEX BN17 7RN				
Drawing Title: PROPOSED SITE PLAN				
Purpose of issue: PLANNING				Dwg Rev: A
Drawing Number: 201				A
Surveyed By: CA/DA		Original Sheet Size: A3		Pack Issue:
Drawn: DBDA	Date: 18/09/25	Checked: TC	Date: 18/09/25	A



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N.G.R

E: 502371

N: 103561

NOTES:

A

PLANNING ISSUE

DBDA

TC

18/09/25

REV

MODIFICATION

BY

CH

DATE

United Living Connected
4 Clearwater, Lingley Mere Business Park, Lingley Green
Avenue,
Great Sankey, Warrington, WA5 3UZ
t. 44 (0)151 420 4128
www.unitedliving.co.uk

cornerstone

Cell Name

MINSTER COURT

Cell ID No

113174

CSID

VF

TEF

Project No.

TM Cell ID

N/A

11317429

-

-

Site Address / Contact Details

COURTWICK LANE
WICK
LITTLEHAMPTON
WEST SUSSEX
BN17 7RN

Drawing Title:

EXISTING SITE ELEVATION

Purpose of issue:

PLANNING

Dwg Rev:

A

Drawing Number:

300

Pack Issue:

A

Surveyed By:

CA/DA

Original Sheet Size:

A3

Pack Issue:

A

Drawn:

Date:

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Date:

DBDA

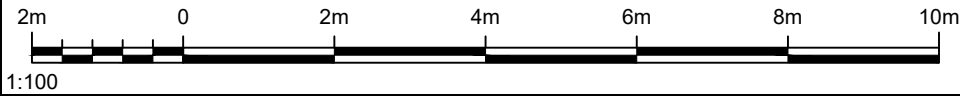
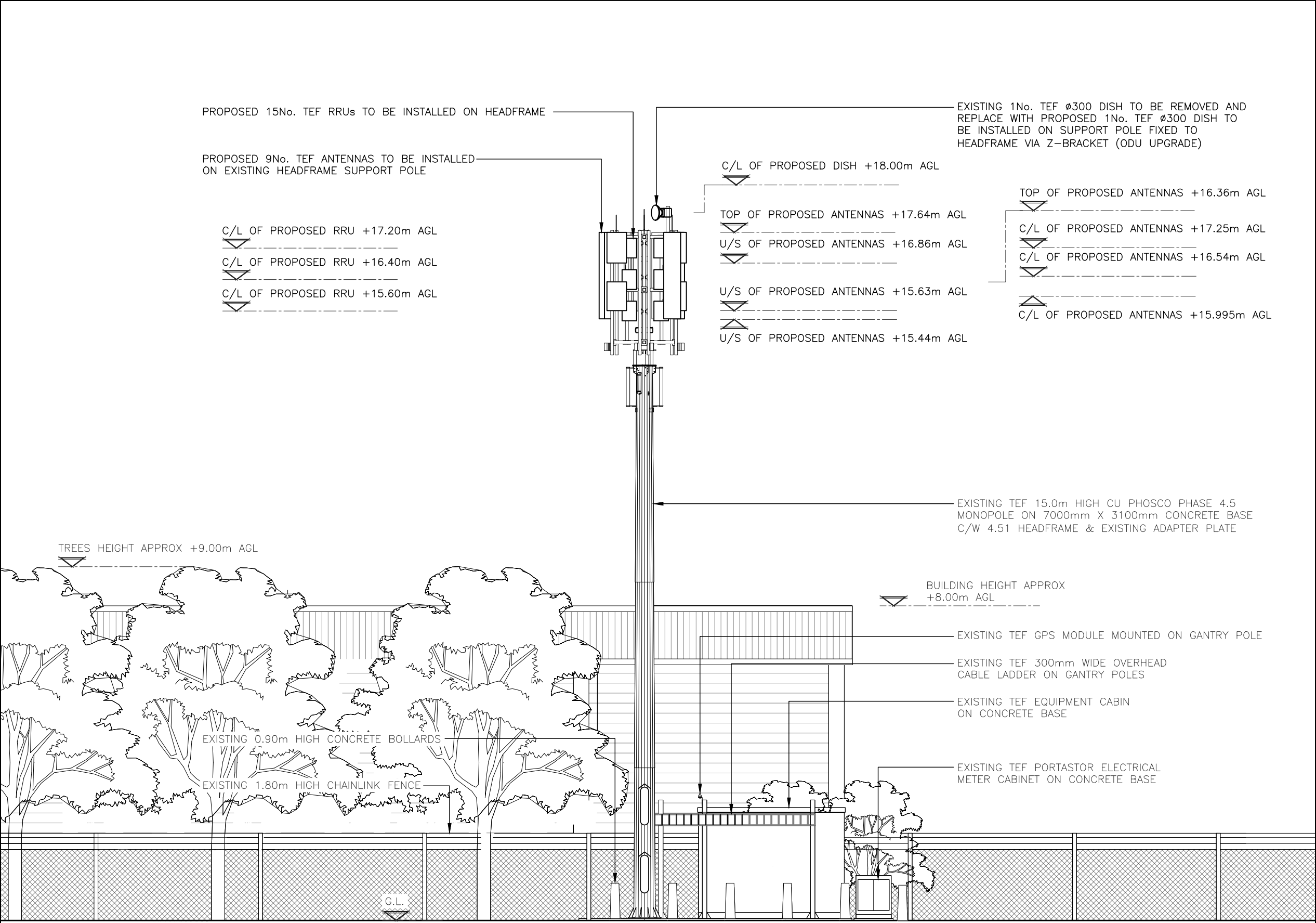
18/09/25

TC

18/09/25

31

SDNT0005 Version 3.2



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 502371 | N: 103561

NOTES:
1. EXISTING TEF 2No. ANTENNAS & 1No. RRU's PER SECTOR TO BE REMOVED AND NOT SHOWN FOR CLARITY.
2. ALL EXISTING FEEDERS TO BE REMOVED

A	PLANNING ISSUE	DBDA	TC	18/09/25
REV	MODIFICATION	BY	CH	DATE



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4 Clearwater, Lingley Mere Business Park, Lingley Green
Avenue,
Great Sankey, Warrington, WA5 3UZ
t. 44 (0)151 420 4128
www.unitedliving.co.uk



Cell Name	Opt.
MINSTER COURT	A

Cell ID No				
CSID	—	VF	✓	TEF
113174		23311		45387
Project No.	—	TM Cell ID	—	N/A
11317429		—		—

Site Address / Contact Details

COURTWICK LANE
WICK
LITTLEHAMPTON
WEST SUSSEX
BN17 7RN

Drawing Title:		PROPOSED SITE ELEVATION			
Purpose of issue:		PLANNING			Dwg Rev:
Drawing Number:		301			A
Surveyed By:		Original Sheet Size:			Pack Issue:
CA/DA		A3			
Drawn:	Date:	Checked:	Date:	A	
DBDA	18/09/25	TC	18/09/25		

Our ref: 11317429

24/10/2025

Littlehampton Parish Council,

The Manor House,
Church Street,
Littlehampton,
West Sussex,
BN17 5EW

United Infrastructure Connected,
Building 4,
Clearwater,
Lingley Mere Business Park
Warrington
WA5 3UZ

BY EMAIL ONLY: lfc@littlehampton-tc.gov.uk

Dear Clerk,

PROPOSED BASE STATION UPGRADE AT: Existing telecommunications base station at Minster Court, Courtwick Lane, Wick, Littlehampton, West Sussex, BN17 7RN (NGR E: 502371 N: 103561)

Cornerstone is the UK's leading mobile infrastructure services company. Cornerstone acquires, manages, and owns over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. Cornerstone oversees work on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone have identified the above site as suitable for an equipment upgrade for Virgin Media O2 (O2). The purpose of this letter is to consult with you and keep you advised of the proposed work. We understand that you are not always able to provide site specific comments, however, Cornerstone and O2 are committed to engagement with communities for mobile telecommunications proposals.

As part of O2 network improvement program, there is a specific requirement for a base station upgrade at this location to provide network improvements in the area. The works are permitted development and as such do not require a formal approval from the Local Planning authority. We are in the process of Notifying the Local Authority of the intention to use Permitted Development Rights for this upgrade.

Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

Please find below the details of the proposed site: -

In the first instance, all correspondence should be directed to the agent.

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:

Cornerstone Telecommunications, Infrastructure Limited,
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.
Registered in England & Wales No. 08087551.
VAT No. GB142 8555 06



Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

Our technical network requirement is as follows:

- Cornerstone 11317429 Minster Court
- To provide upgraded network coverage and capacity for O2, including 5G.

We consider the best solution is as follows:

Existing telecommunications base station at Minster Court, Courtwick Lane, Wick, Littlehampton, West Sussex, BN17 7RN (NGR E: 502371 N: 103561)

Description of Development: Upgrade of the existing telecommunications base station comprising the removal of 6 no. antennas and replacement with 6 no. antennas on the existing headframe, the installation of 1 no. 300mm diameter dish antenna, with 1 no. existing dish antenna to be removed, associated radio units and other ancillary works (Upgraded radio equipment to be housed within the existing equipment cabin).

Utilising the existing base station site for this upgrade is considered to be the preferred and logical option for minimising visual impact. As a consequence no alternative site options have been considered and discounted.

The Local Planning Authority mast register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined.

All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included within the Notification.

We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter.

Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number 11317429).

Yours sincerely,



Morgan Thomas
Acquisition Coordinator
United Infrastructure Connected Ltd
E-mail: Morgan.Thomas@unitedinfrastructure.com
(for and on behalf of Cornerstone)

In the first instance, all correspondence should be directed to the agent.

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VAT No. GB142 8555 06

 Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

www.cornerstone.network

TRAFFIC REGULATION ORDER (TRO) CONSULTATION

ARN9014MM: Littlehampton: Toddington Lane

23/10/25 – 13/11/25

Contents

Notice	Page 2
Statement of Reasons	Page 3
Draft Order	Page 4
Plan "aruntq0303nwn" - existing restrictions	Page 5
Plan "aruntq0303nwn" - proposals	Page 6
Plan "aruntq0303nws" - existing restrictions	Page 7
Plan "aruntq0303nws" - proposals	Page 8

West Sussex County Council
((Arun District) (Parking Places & Traffic Regulation) (Consolidation) Order
2010)

(Littlehampton: Toddington Lane Amendment) 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 to prohibit waiting at any time (introduce double yellow lines) on both sides of Toddington Lane in Littlehampton from a point 45m north of the railway level crossing southwards for appx 90m.

Full details of the proposals in this notice can be viewed on the Traffic Regulation Order page of the [West Sussex County Council website](#). 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 13 November 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 ARN9014-MM in all correspondence.

Dated this 23rd day of October 2025.

Director of Law, Assurance & Insight County Hall, Chichester.

West Sussex County Council
((Arun District) (Parking Places & Traffic Regulation) (Consolidation)
Order 2010)

(Littlehampton: Toddington Lane Amendment) Order 2025

Statement of Reasonsfor Proposing to Make the Order

West Sussex County Council proposes to make a permanent Traffic Regulation Order that will introduce double yellow lines on both sides of Toddington Lane in Littlehampton from a point 45m north of the railway level crossing southwards for appx 90m.

As part of ongoing development in the surrounding area it is proposed to permanently close the Toddington Lane railway level crossing. To accommodate this change and maintain safe access, new vehicle turning areas are to be constructed on highway land either side of the level crossing. There is a risk that vehicles parking in the new turning areas, or near the closed crossing will cause obstruction and prevent traffic being able to safely turn round to exit the road.

The new order is therefore proposed to facilitate the passage of traffic.

The attached drawings, numbered TQ1234NES and TQ3214NES show the lengths of roads affected by the proposed order.

Please note that the closure of the level crossing is a process under the legal jurisdiction of Network Rail. WSCC has no authority to consider consultation responses regarding the closure of the crossing and can only accept responses in relation to the parking restrictions needed to accommodate the new road layout.

Director of Law & Assurance
10 October 2025
ARN9014-MM

WEST SUSSEX COUNTY COUNCIL
((ARUN DISTRICT) (PARKING PLACES & TRAFFIC REGULATION)
(CONSOLIDATION) ORDER 2010)

(LITTLEHAMPTON: TODDINGTON LANE AMENDMENT) ORDER 2025

West Sussex County Council in exercise of their powers under Sections 1 (a) 2 (1) and (2), 4 (2), 45. 46. 49 and 53 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 ("the Act") as amended and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act hereby make the following Order:-

1. The Order shall come into operation on the ***** day of ***** 2025 and may be cited as "West Sussex County Council ((Arun District) (Parking Places & Traffic Regulation) (Consolidation) Order 2010) (Littlehampton: Toddington Lane Amendment) Order 2025".
2. The "West Sussex County Council ((Arun District) (Parking Places & Traffic Regulation) (Consolidation) Order 2010" is hereby amended by the replacement of the plan specified in the First Schedule to this Order, with the plan specified in the Second Schedule, attached hereto.
3. The "West Sussex County Council ((Arun District) (Parking Places & Traffic Regulation) (Consolidation) Order 2010" is hereby amended by the addition of the plan specified in the Third Schedule to this Order, attached hereto.

FIRST SCHEDULE
Plan to be Replaced

TQ0303NWN (Issue Number 1)

SECOND SCHEDULE
Replacement Plans

TQ0303NWN (Issue Number 2)

THIRD SCHEDULE
Plan to be added

TQ0303NWS (Issue Number 1)

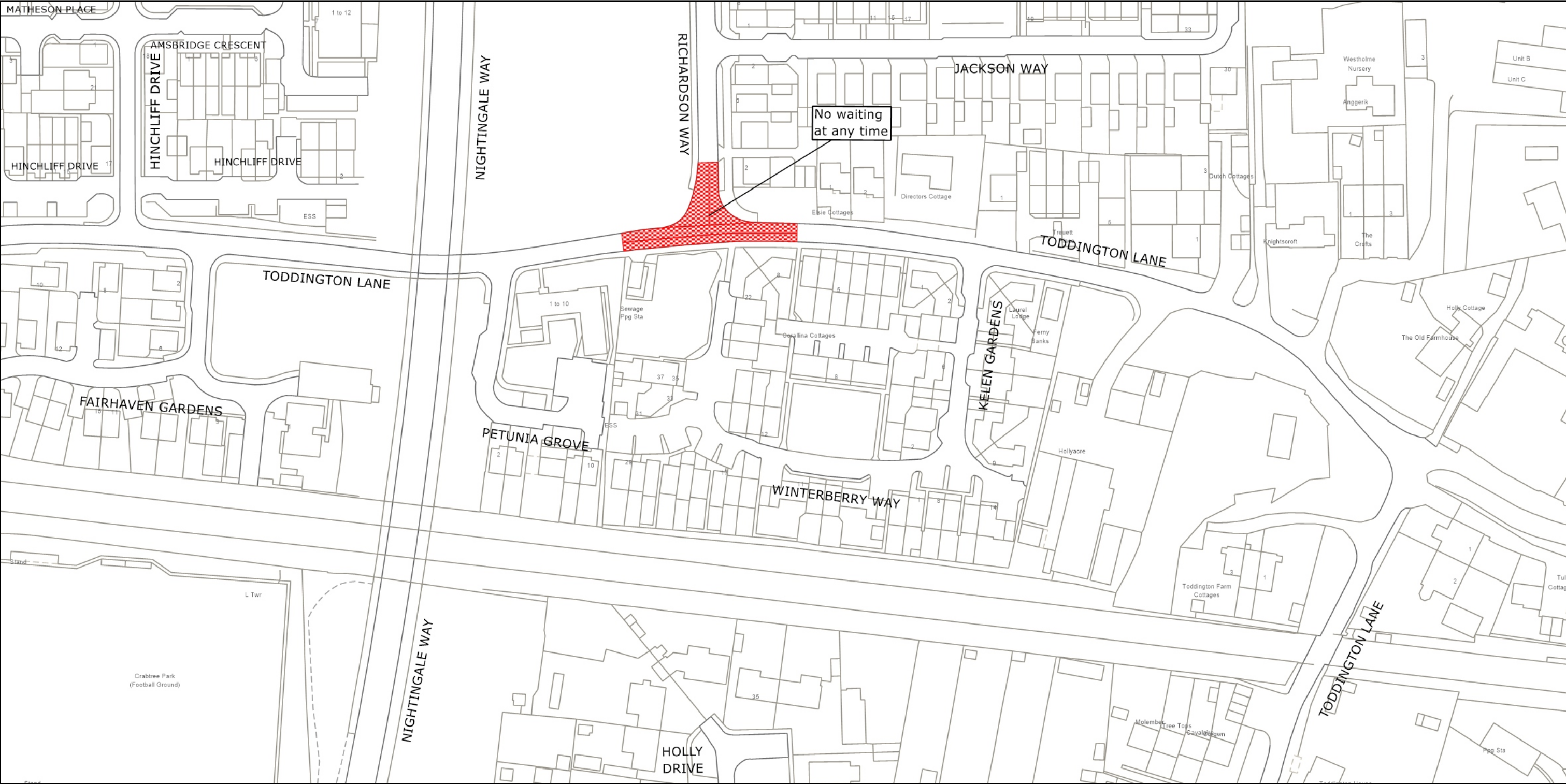
For and on behalf of WEST SUSSEX COUNTY COUNCIL

Authorised Signatory:

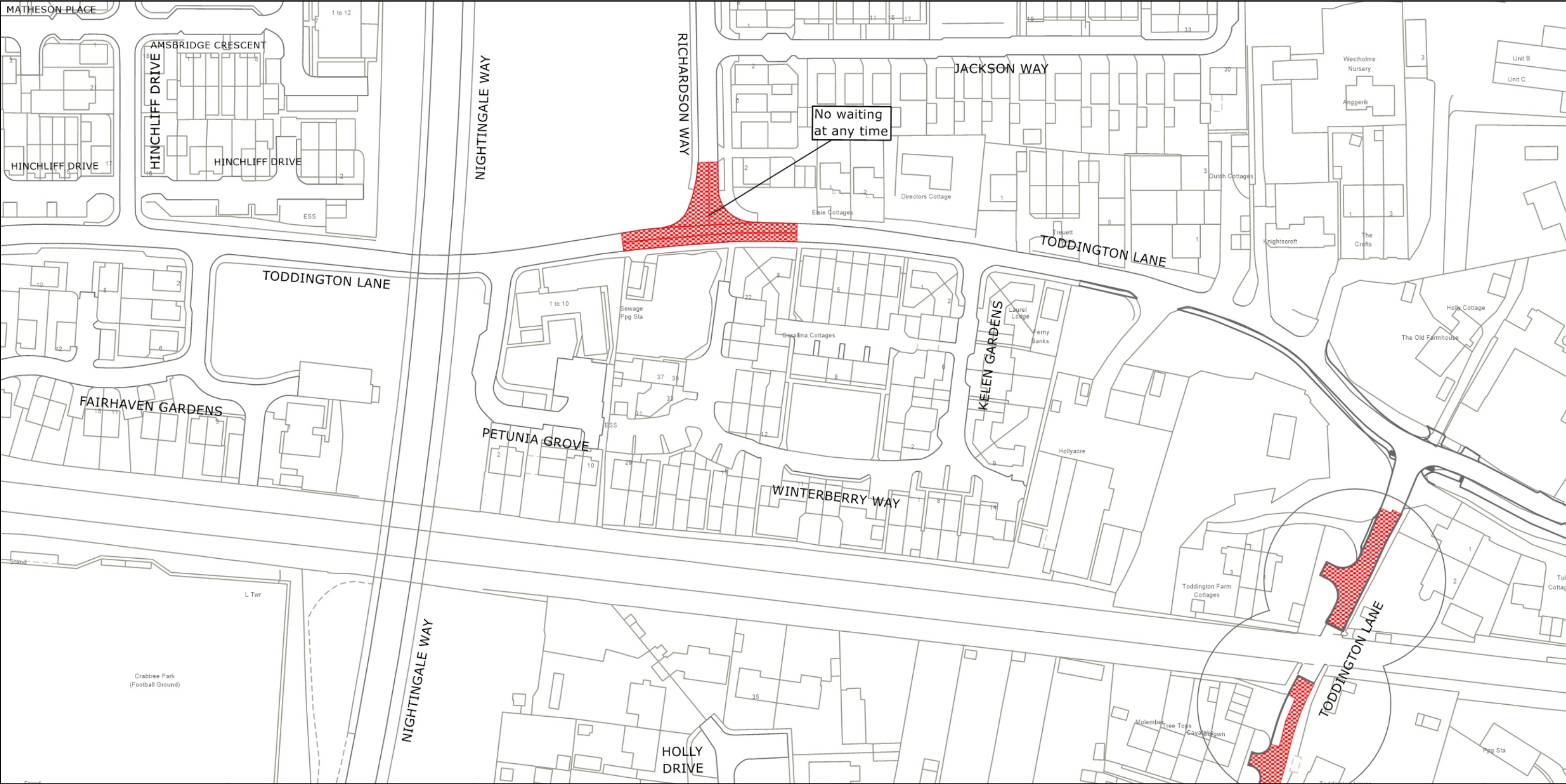
NAME:

DATE MADE:

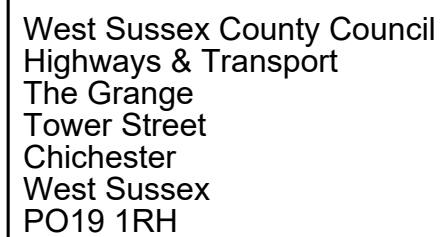
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	West Sussex County Council Highways & Transport The Grange Tower Street Chichester West Sussex PO19 1RH	ARUN DISTRICT: LITTLEHAMPTON WAITING RESTRICTIONS	TILE REF NO: TQ0303NWN SHEET ISSUE NO 1 SHEET ACTIVE FROM - 24.04.2023	N  SCALE: 1:1250 at A3 size
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 West Sussex County Council Highways & Transport The Grange Tower Street Chichester West Sussex PO19 1RH	ARUN DISTRICT: LITTLEHAMPTON PROPOSED WAITING RESTRICTIONS (19.08.2025)	TILE REF NO: TQ0303NWN SHEET ISSUE NO 2_ARN9014 SHEET ACTIVE FROM - DD.MM.YYYY	N  SCALE: 1:1250 at A3 size
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TILE REF NO:
TQ0303NWS



SCALE:
1:1250
at A3 size

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Littlehampton Town Council

Non-Confidential

Committee: Planning and Transportation

Date: 3 November 2025

Report by: Town Clerk

Subject: West Sussex Draft Local Nature Recovery Strategy

1. Executive Summary

- 1.1. West Sussex County Council, working in partnership with local authorities, statutory bodies, conservation organisations, and community groups, has prepared a draft Local Nature Recovery Strategy (LNRS). The draft has been shaped by the insights garnered from local people and organisations, reflecting the current knowledge, priorities, and aspirations of communities across West Sussex.
- 1.2. The draft strategy sets out some guiding principles and priorities for restoring and enhancing nature, supported by actions and a Local Habitat Map showing where these actions could have the greatest impact. The survey and draft strategy can be found on line at [West Sussex LNRS - Help shape your Local Nature Recovery Strategy | Your Voice West Sussex](#)
- 1.3. Members are invited to engage with the survey and in line with the Town Council's Biodiversity Policy, encourage residents, community groups, and local organisations to participate in this public consultation which closes on 26 November 2025. The survey information has already been shared on the Littlehampton Town Council's Facebook page.

2. Recommendation

The Committee is recommended to:

Note the survey.

3. Financial Implications

There are none arising from this report.

**Laura Chrysostomou,
Town Clerk.**

Littlehampton Town Council

Non-Confidential

Committee: Planning and Transportation

Date: 3 November 2025

Report by: Town Clerk

Subject: Govia Thameslink Railway (GTR) Stakeholder Consultation

1. Background and Summary

- 1.1. The Govia Thameslink Railway (GTR) which operates the Southern and Gatwick Express services, is seeking feedback from stakeholders on their communications, partnership working, and wider service delivery. The survey aims to gather views on how GTR works with local communities and partners, as well as its role in supporting the development of British Railways.
- 1.2. The detailed questionnaire has been shared with members separately and the committee is invited to provide feedback in response to the survey which closes on 7 November 2025. The key areas Members may wish to consider and provide views on are:
 - **Communications and engagement:** Effectiveness of GTR's communication with users, partners, and local authorities.
 - **Partnership working:** How well GTR collaborates with local partners and supports the communities it serves.
 - **Reform and integration of fares and ticketing.**
 - **Collaboration on timetabling and future service planning** with local and strategic authorities.
 - **Corporate responsibility:** Whether GTR is acting as a responsible business that supports the environment, communities, and people.

2. Recommendation

The Committee is recommended to:

Review the GTR stakeholder survey themes and provide feedback in response to the survey.

3. Financial Implications

There are none arising from this report.

**Laura Chrysostomou,
Town Clerk.**