

**Minutes of a meeting of the Planning and Transportation Committee held in
The Fleming Room, The Manor House, Church Street, Littlehampton BN17 5EW
on 12 August 2024 at 6.30 pm**

Present:

Councillor Wiltshire
Councillor Lee
Councillor Daws
Councillor Long
Councillor Woodman

In attendance:

Juliet Harris – Assistant Town Clerk

2024 to 2025

39. Evacuation Procedures

The evacuation procedures were noted.

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

The procedures were noted.

41. Apologies

There were apologies from Councillor Richards.

42. Declarations of interest

Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and/or prejudicial interests that they might have in relation to items on the Agenda. The standing declarations were noted, and no further declarations were made at this point.

43. Minutes

The Minutes of the meeting held on 15 July 2024 were confirmed as a true record and signed by the Chair.

44. Chair's Report and Urgent Items

44.1. Proposals to close the church of St James the Great, Littlehampton

The Assistant Town Clerk reported that the Town Council had received notification of the above proposals from the diocese of Chichester. This was the start of a consultation process pending a decision on the future of St James the Great and had a deadline for responses of 20 September 2024. This would therefore be shared with members and an item placed on the agenda to consider a response at the next committee meeting on 9 September 2024.

It was resolved that:

The update be noted.

45. Public Forum

There were no public present.

46. Planning and other Arun District Council Matters

46.1. Planning Applications, Lists 29, 30, 31 and 32.

It was resolved that:

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

46.2. Local Plan Update

Councillor Long declared a personal interest in the following matter as a Member of Arun District Council's Planning Policy Committee. She confirmed that when considering this matter she would do so without predetermination, taking into account the papers that were before her at that meeting.

- 46.2.1. The Committee received a report, previously circulated, which contained an update on the District Council's work to review the Local Plan and information regarding the public consultation on proposals to revise the National Planning Policy Framework (NPPF) and other changes to the planning system. The Assistant Town Clerk explained that the District Council had launched the annual "Call for sites" seeking nominations of sites for a range of future development and infrastructure in the district. A list of the current register of sites in Littlehampton was also attached to the report, Appendix 1. Alongside

this, the Government had recently started a public consultation on changes to the planning system which were summarised in the report.

- 46.2.2. The Committee proceeded to review the current register of sites in Littlehampton and it was observed that some of the dwelling's figures were optimistic. It was noted that the number of dwellings allocated against sites considered to be deliverable, was a guide calculated by the Local Planning Authority. It was also noted that some of the sites had been subject to planning applications for development that had either lapsed or had yet to be fulfilled.
- 46.2.3. Turning to the public consultation on the proposals by the Government to revise the NPPF, it was observed that these were wide ranging. Whilst no changes to neighbourhood planning were proposed, mandatory housing targets for the district could be increased. These proposals could also impact the District Council's Local Plan update work and it was reported that the District Council was preparing to brief its members on the implications in September. Key matters of interest for the Committee were housing targets and affordable housing provision and the deadline for responding to the consultation was 24 September 2024.
- 46.2.4. Observing that the District Council's assessment of these proposals would help inform any response to the consultation that the Town Council may wish to submit, it was considered prudent not to respond to the call for sites and for Officers to understand the District Council's views on the government consultation. It was also noted that alternative arrangements may need to be made to facilitate the Town Council responding within the consultation deadline and to ensure that the District Council's assessment of the consultation proposals had been published to help inform the Town Council's response.

It was therefore resolved that:

1. The current register of deliverable sites in Littlehampton be noted.
2. The public consultation on proposals to revise the NPPF and other changes to the planning system, be noted.
3. That the District Council's assessment of the NPPF consultation proposals be shared with members when published and arrangements made to facilitate the Town Council's response within the deadline.

47. Rampion 2 Windfarm

It was noted that the Examination Hearings had finished on schedule. The next steps would see the conclusions arising from the Examination, together

with the Examining Authority's Recommendation sent to the Secretary of State for Energy Security and Net Zero by 6 November 2024. A final decision on the application was expected in early 2025. Members discussed how best to progress matters in respect of a community benefits package for the parish. The Visitor Centre in Brighton that had been opened following the Rampion 1 development was considered by members to be a good example of an initiative that would be hugely beneficial for the Town. Having written to the Crown Estate there was a strong view that sharing this correspondence directly with the developer could help start a conversation with them.

It was therefore resolved that:

Officers take this forward and share the Town Council's correspondence with the developer.

48. Transportation and other West Sussex County Council Matters

48.1. Planning Application WSCC/021/24, Cornfield School, BN17 6HY

The Committee had before it details of a planning application by West Sussex County Council which sought approval for the continued provision of a relocatable unit at Cornfield School. The Committee had no objection to the proposal.

It was resolved that:

The Committee's view be forwarded to the County Council.

49. Masterplan, North Littlehampton

There was nothing further to report.

50. Exempt Business

There was none.

The meeting was closed at 7.31pm.

Chair

Appendix 1

LITTLEHAMPTON TOWN COUNCIL Planning and Transportation Committee 12 August 2024 Representation on Lists 29, 30, 31, and 32

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
29	Wickbourne	DR/FT	LU/174/24/PL	2 storey front extension. This application is in CIL zone 4 (zero rated) as other development.	Unit R, Block B Arndale Road Littlehampton BN17 7GA	No objection
30	Beach	BW	LU/185/24/L	Listed building consent for remedial repairs and rebuilding to flint walls to the rear projection in accordance with drawings 23493/002 and 003. Internal repairs and sundry works are also to be undertaken along with general maintenance items.	33 South Terrace Littlehampton BN17 5NU	Supported
30	Beach	BW	LU/186/24/S73	Variation of condition 2 and 7 imposed under LU/158/22/PL relating to approved plans and rewording of period for decentralised, renewable, low carbon energy supply system to a 12 month period and removal of condition 8 relating to full details of biodiversity (green/brown) roof.	Mewsbrook Park, Trading Kiosk Hendon Avenue Littlehampton BN16 2LX	Objection – The built structure is different to the original application and it is unclear if that has been approved and relaxing the planning conditions of the prior approval is viewed as setting a dangerous precedent.
30	River	JD	LU/169/24/PL	Refurbishment of Upvc windows, new roof material including AOV, replacement kitchen extractor and new disabled entrance and bin storage. This application is in CIL Zone 4 (Zero Rated) as other development.	The Nelson Hotel 61 Pier Road Littlehampton BN17 5LP	No objection
30	River	JD	LU/182/24/HH	Front porch.	1 North Ham Road Littlehampton BN17 7AR	Objection - The proposal is out of character in terms of its appearance when compared with the existing development in the vicinity and is considered an overdevelopment of the site.

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
31	Beach	BW	LU/143/24/HH	Extension of existing 2m fence (wall) to side garden to line up with porch.	33 Ketch Road Littlehampton	No objection
32	Beach	BW	LU/189/24/PL	Replacement double glazed windows to rear of building. (This application may affect the character and appearance of the Littlehampton Sea Front Conservation Area).	Flat 1 19 Western Road Littlehampton	No objection
32	Courtwick with Toddington	DR	LU/192/24/L	Listed building consent for proposed removal of vehicle housing structure, formed by steel frame and fabric exterior, and replacing with single storey timber secure garage of less height than existing.	The Old Farmhouse Toddington Lane Littlehampton	No objection
32	Courtwick with Toddington	DR	LU/191/24/HH	Proposed removal of vehicle housing structure, formed by steel frame and fabric exterior, and replacing with single storey timber secure garage of less height than existing, within the grounds of a Listed Building.	The Old Farmhouse Toddington Lane Littlehampton	No objection
32	Courtwick with Toddington	DR	LU/139/24/PL	Erection of 1 No self build dwelling together with associated access, car parking, landscaping, new pond and filling in existing pond. This application affects the setting of listed buildings and is in CIL Zone 2 and is CIL Liable as a new dwelling.	Land East of Flint Acre Toddington Lane Littlehampton BN17 7PN	No Objection - subject to conditions being put in place that take into consideration the comments of the Ecology Officer.

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Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
32	Courtwick with Toddington	DR	LU/152/24/PL	Removal of existing jet wash bays, proposed extension to the existing petrol filling station sales building with the creation of EV charging zone, erection of EV chargers, canopy, jet wash bays, substation enclosure, LV panel, meter cabinet, plant room and associated works. This application is in CIL zone 2 (zero rated) as other development.	Morrisons Hawthorn Road Littlehampton	No objection
32	Wickbourne	DR	LU/181/24/HH	Construction of 1 No. front dormer.	131 Wick Street Littlehampton	Objection – The proposed development is overbearing and out of character in terms of its appearance when compared with the existing development in the vicinity.
32	Wick	DR	LU/190/24/CLP	Lawful development certificate for a proposed loft conversion and construction of dormer.	16 Swanbourne Road Littlehampton	No objection