Littlehampton Town Council

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Town Clerk – Peter Herbert

MINUTES of a **MEETING** of the **PLANNING AND TRANSPORTATION COMMITTEE** held in the **NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON** on **MONDAY 15th DECEMBER 2014** at **6.30PM**

Present: Cllrs Ayres (Chair) Belchamber MBE, Buckland, Emberson and Hulmes

2014/2015

109. EVACUATION PROCEDURES
The evacuation procedures were noted.

110. FILMING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA
The procedures were noted.

111. MOBILE PHONES
Members and the public were reminded that the use of mobile phones (other than on silent) was prohibited at Town Council and Committee meetings.

112. APOLOGIES
There were none.

113. DECLARATIONS OF INTEREST
Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and/or prejudicial interests that they might have in relation to items on the Agenda. Councillor Buckland declared a personal interest as a County Councillor in the West Sussex County Council matters. Councillor Buckland declared a personal and prejudicial interest in planning application LU/349/14/PL, Quayside, Bridge Road, Littlehampton as a member of the Littlehampton Harbour Board and stated that he would abstain from the vote on this matter. The Committee Assistant declared a personal interest in planning application LU/349/14/PL, Quayside, Bridge Road, Littlehampton as notes secretary to the Littlehampton Harbour Board.

114. MINUTES

114.1 Regarding Minute 103.2.3, the Arun Local Plan, the Committee considered that its views were better reflected by stating that "Members were aggrieved" at the lack of formal consultation in respect of the inclusion of West Bank as a strategic site. It was therefore **RESOLVED** that:

Subject to the amendment set out in point 114.1 above, the Minutes of the meeting held on 17th November 2014, previously circulated, be

confirmed as a true record and signed by the Chair.

115. CHAIR'S REPORT AND URGENT ITEMS

There were none.

116. PROCEDURES FOR PLANNING APPLICATIONS DELEGATED TO THE TOWN COUNCIL

116.1 VOTING

Members and Officers were reminded that voting at this Committee on delegated planning applications would operate in accordance with the specific procedure as laid down in the Council's Standing Orders.

116.2 PUBLIC SPEAKING

Individuals wishing to speak on planning applications delegated to the Town Council were reminded that they must have formally registered their wish to speak with the Town Council by noon on the Friday before the notified Committee date. There were none.

117. PLANNING APPLICATIONS DELEGATED TO THE TOWN COUNCIL

117.1 LU/325/14/HH - Single storey and two storey rear extensions - 19 Beaumont Park Littlehampton

The Committee received a report and presentation on the matter from the District Council's Planning Officers. The Committee considered the application in terms of the scale of the proposed extensions and the effect on the neighbouring properties. The Planning Officer reported that having assessed the plans it was considered that they would not adversely impact the visual amenity of the neighbouring properties. It was therefore **RESOLVED** that:

The application be approved as detailed in the report.

117.2 APPEALS RE: PLANNING APPLICATIONS DELEGATED TO THE TOWN COUNCIL

There were none.

118. PUBLIC FORUM

There were six members of the public present.

118.1 Mr Matthew Lock of Euro Xpress addressed the Committee regarding planning application LU/317/14/PL, the Old Pumping Station, Ferry Road. As the applicant, Mr Lock spoke in support of the proposed change of use and described the background to the planning application. He explained that Euro Xpress was a growing business which would be displaced by the construction of the North Littlehampton development. Euro Xpress had therefore been forced to seek an alternative site to operate their business. Having undertaken an extensive search for commercial premises they had been unable to find a suitable site within a 30 mile radius of their existing premises other than the Old Pumping Station site in Ferry Road.

118.2 Referring to the comments expressed by nearby residents regarding the poor condition of the site and impact that the proposed change of use could have on their amenities, Mr Lock stated that Euro Xpress had met with them to discuss their concerns. The Company wished to emphasise that although the site was on the edge of the Climping Gap, the proposed change of use was similar to other commercial activities in the area. Outlining their proposals for the site. Euro Xpress had also provided information regarding their plans to residents and had already undertaken work to tidy the site. Mr Lock assured the Committee that should consent be granted, Euro Xpress would undertake further work to secure and tidy the site. In conclusion, Mr Lock stated that the proposals presented an opportunity to bring the site back into use responsibly and allow a local business grow. He therefore asked the Committee to support the change of use.

118.3 The Chairman thanked Mr Lock for his presentation and stated that the Committee would take his comments into consideration when assessing the application.

118.4 Mr Tony Burton of Greencore Construction Group addressed the Committee regarding planning application LU/316/14/PL, proposals for the construction of three detached houses with garages on land adjacent to 18 Mill Lane. Speaking in support of the application, Mr Burton explained that this was a resubmission of the unimplemented planning permission LU/339/10, construction of which had been delayed whilst the larger developments at Toddington Lane were being advanced. He brieifly outlined the plans for three family homes on the site and confirmed that the proposals were identical to the original application. Mr Burton stated that construction was expected to start in late spring 2015 and he asked the Committee to support the planning application.

118.5 The Chairman thanked Mr Burton for his presentation and stated that the Committee would take his comments into consideration when assessing the application.

118.6 Mr Daggett referred to the history of the development of Policy Site 7 and the assurances given at that time regarding the capacity of the roads to accommodate bus services. In his view, the continued failure to address the deficiencies in the width of the highways since then had increased the burden of traffic and on-street parking on subsequent developments. He also questioned the wisdom of not adopting highways and the subsequent lack of enforcement which exacerbated the problem. In conclusion he asked what it would take to get the appropriate authorities to address these issues in future developments.

119. PLANNING MATTERS

119.1 Planning Applications – Lists 47, 48, 49 and 50.

It was **RESOLVED** that:

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

Councillor Belchamber MBE left the meeting.

120. WEST SUSSEX COUNTY COUNCIL MATTERS

120.1 Highways and Transport Draft Works Programmes for 2015/16 and 2016/17

The Committee received the consultation on the Highways and Transport Draft Works Programme from the County Council (previously circulated). Regarding those matters impacting upon Littlehampton, the Committee identified the following issues which needed to be flagged up to the County Council:-

- 2016/17 Carriageway resurfacing of the A284 Lyminster Road – Members highlighted the need to ensure that any works on this stretch of road were programmed to coordinate with the major highways improvements proposed in the area.
- 2015/16 - Carriageway surface dressing of Pier Road – Noting that the public realm works in the area were due to be completed next year, Members again emphasised the need to ensure that this work was carried out in a coordinated manner.
- Carriageway Micro Asphalt Schemes – A number of incidences where this process had failed had been reported to the County Council. Whilst it was understood that the effectiveness of the process was being reviewed, Members wished to emphasise that work of this nature should be monitored by the County Council to ensure that that it is completed to a satisfactory standard in future.

It was therefore **RESOLVED** that:

These comments be forwarded to the County Council.

120.2 Traffic Regulation Order (TRO) Proposed Waiting Restrictions on Church Street and corrections to discrepancies in the existing TRO enacting restrictions on parts of Granville Road, Mariners Quay, River Road and Surrey Street

The Committee had before it details of proposals for new restrictions on Church Street which also extended into Fitzalan Road. The Order also contained changes to cover restrictions that had been in operation on the ground for some years in other parts of the Town but had been missed out of the mapping on the existing TRO (previously circulated). The proposals were complex and Members expressed concerns about the waiting restrictions proposed on the eastern side of the upper part of Beach Road. In view of the extensive nature of the proposals, the Committee wished to ensure that all Members had more time to examine and comment upon them before reaching a decision. Noting that the deadline for comments was 2nd January 2015, it was therefore agreed that an extension be sought to facilitate this. It was therefore **RESOLVED** that:

Details of the proposals be circulated to all Councillors and that subject to an extension to the consultation being agreed, the TRO be

reviewed at the next meeting of the Committee on 5th January 2015.

Councillor Buckland left the meeting.

120.3 Bognor Regis and Littlehampton Cycle Path

The Chairman reported that she had recently attended a meeting with Bognor Regis Town Council to discuss the possibility of creating a cycle route connecting the two Towns. She explained that the proposals were in the early stages of development and confirmed that Members would kept informed of progress. It was **RESOLVED** that:

The update be noted.

121. FINANCE MATTERS

121.1 Draft Budget Report 2015/2018

The Committee considered the draft budget report for 2015-2018 (previously circulated). Members noted that the planning initiatives budget had been re-instated from 2015/16 to meet the costs of training. Members supported the draft budget and it was **RESOLVED** that:

1. The budget for 2015/16 and the projected budgets for 2016/17 and 2017/18 be RECOMMENDED to the Policy and Finance Committee.
2. The current position be noted.

122. MASTERPLAN – NORTH LITTLEHAMPTON

There was nothing further to report.

123. EXEMPT BUSINESS

There was none.

The meeting closed at 8.15pm.

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CHAIR

Appendix 2

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 15 December 2014
Representation on Lists 47, 48, 49, and 50 if available

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
47	Ham	MA	LU/297/14/PL	3 No containers for storing boat & equipment.	5th Littlehampton Sea Scouts Gordon Hall Lineside Way Littlehampton	No Objection
47	Ham	MA	LU/338/14/PL	Change of use from shop to 1 No 2 bed flat, including change of shop elevations & additional windows on ground floor west elevation & door & windows on ground & first floor east elevations & internal alterations to 1st floor flat. (resubmission following LU/179/14/PL).	44 East Ham Road Littlehampton	No Objection
47	Ham	MA	LU/348/14/PL	Change of use from warehouse (B8 storage or distribution) to industrial (B2 general industry).	Unit 31/32 Eldon Way Littlehampton	No Objection
47	River	IB	LU/359/14/A	1 No internally illuminated fascia sign, 2 No externally illuminated fascia signs, 1 No externally illuminated projected sign, 1 No externally illuminated & 6 No non illuminated hoarding signs to all building elevations & surrounding curtilage.	The Arun View Wharf Rd Littlehampton	No Objection

Appendix 2

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 15 December 2014
Representation on Lists 47, 48, 49, and 50 if available

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
47	Wick with Toddington	CE	LU/347/14/RES	Approval of reserved matters following Outline Application LU/47/11 for construction of 116 dwellings together with associated internal road network, car parking & landscaping on parcel A1, following demolition of existing glasshouses & buildings. Departure from the Development Plan. This application affects a Public Right of Way. The outline application was an EIA development & an ES was submitted.	Land north of Toddington Lane Littlehampton	**Objection** - see separate note.
47	River	IB	LU/354/14/DOC	Application for approval of matters reserved by condition imposed under LU/162/14/PL relating to condition 3 for colour of staircase & walkway.	Watch Tower Ferry Road Littlehampton	No Objection
48	River	IB	LU/317/14/PL	Change of use to allow former commercial pumping station site to removals company site. Departure from the Development Plan.	The Old Pumping Station Ferry Road Littlehampton	No Objection. The proposals were welcomed and having noted that concerns had been raised by residents about lorries requiring 24 hrs access to the site, Members asked that the impact of additional traffic is monitored.
48	River	IB	LU/339/14/A	1 No non-illuminated free standing lawn board.	Junction of Bridge Road & Ferry Road Littlehampton	No Objection

LU/347/14/R

The Town Council's Planning and Transportation Committee considered this matter at their meeting on 15th December 2014. The Committee recognised that this application was the first tranche of the development of North Littlehampton and considered that as such it would set the standard for the design and layout of the remainder of this strategic site. With this in mind the Committee sought higher standards of design particularly in relation to the dwellings and layout of the estate and therefore strongly objected to the application for the following reasons:

- Members were very disappointed with the overall size and design of the properties. It was considered that the properties had been crammed in and that they layout was too regimented. Although built to current minimum standards Members also questioned the room sizes within the dwellings, the size of the garages and generally considered that the design was uninspiring and did not reflect the layout or character of the existing development in the same area. Members also questioned the lack of open space in this phase.
- The proposal lacks adequate provision for unallocated parking to accommodate visitors and the Committee did not want to see a repetition of the problems now recognised in the development of Policy Site 7 which is severely compromised as a residential area as a result of inadequate parking provision and a lack of alternative parking off-site. Whilst this may well in itself not be a planning issue, the implications for parking and lack of enforcement will be exacerbated by this. Insufficient parking provision on the site could lead to obstruction of the highways within the development or the access road from Mill Lane.
- There was considerable concern regarding the provision of pavements on the estate which were narrow and limited. Members felt that this coupled with the narrowness of the main road through the estate posed a considerable barrier to freedom of movement around and access to the development and wished to ensure that the roads were built to adoptable standards. The Committee considered that the impact of the increase in the volume of traffic on the highway network in the area had not been fully understood. It was therefore suggested that further thought should be given to redesigning the junction with Mill Lane to ensure that the main access to the site could cope and would not have an adverse impact on the highway network in the surrounding area.
- Although not part of this application, Members raised concerns regarding access to the area north of the estate in the context of proposals for the land that has been allocated for commercial activity and the ongoing development of the site. Members wished to have a better understanding of the proposed commercial activity and were concerned that construction traffic would be forced through the estate in order to gain access to this area.

Finally, Members sought assurances that the timing of the delivery of proposed infrastructure improvements such as the Lyminster by pass were aligned with the occupation of the development.

Appendix 2

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 15 December 2014
Representation on Lists 47, 48, 49, and 50 if available

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
49	Beach	JL	LU/302/14/PL	Change of use of launderette (Sui Generis) to 1 No apartment (C3 Dwelling Houses). This application affects the character & appearance of the Littlehampton Seafront Conservation Area.	Washer Woman 16 Western Road Littlehampton	No Objection
49	River	IB	LU/324/14/PL	Change of use of residential institution (C2 Residential Institutions) to form 3 No 2 bedroom flats (C3 Dwelling Houses). (Resubmission following LU/207/14/PL)	13 Fitzalan Road Littlehampton	No Objection
49	River	IB	LU/349/14/PL	Change of use of brownfield site to commercial fisherman's hub (Sui Generis) to include new pier & gangway, new pontoons, groundworks & infill to level & resurface site for parking & open storage to include run service ducting, surface water drainage, concrete hardstanding for landing area & jetty, retaining wall & access gate.	Quayside Bridge Rd Littlehampton	No Objection
49	Ham	MA	LU/353/14/PL	Removal of 1 No door & 5 No windows for installation of roller shutter doors.	13 Unit 31 Lineside Industrial Estate Eldon Way Littlehampton	No Objection

Appendix 2

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 15 December 2014
Representation on Lists 47, 48, 49, and 50 if available

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
49	Wick with Toddington	CE	LU/358/14/A	2 No externally illuminated fascia signs on front elevation, 1 No externally illuminated hanging sign on front elevation, 2 No floodlights on front elevation & 3 No non-illuminated hoarding signs to front elevation.	The Locomotive 74 Lyminster Road Littlehampton	No Objection

Appendix 2

LITTLEHAMPTON TOWN COUNCIL
Planning & Transportation Committee Monday 15 December 2014
Representation on List 50

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
50	Wick with Toddington	CE	LU/316/14/PL	Erection of 3 No detached dwellings with garages. Resubmission of unimplemented permission LU/339/10.	Land adj to 18 Mill Lane Littlehampton	No Objection
50	Wick with Toddington	CE	LU/328/14/PL	Construction of side extension to industrial unit.	Unit 10 Martello Enterprise Centre Courtwick Lane Littlehampton	No Objection
50	River/ Beach	IB/JL	LU/363/14/PL	Erection of rear & side single storey extensions, installation of new 9 No doors & 3 No windows & 7 No new roof lights.	St Winefrides Res Home 32 St Winefrides Rd Littlehampton	No Objection
50	Beach	JL	LU/365/14/PL	First floor rear extension to create 1 No 1 bedroom first floor flat & new entrance porch (resubmission following LU/226/13). This application effects the character & appearance of the Littlehampton Seafront Conservation Area.	18 Norfolk Road Littlehampton	**OBJECTION**: Members maintained their previous objection to this proposal and considered the development of the site was over bearing in relation in terms of its appearance compared with existing development in the vicinity, would adversely affect highway safety as it lacked parking provision for the proposed new dwelling and would set a precedent if permitted.