Littlehampton Town Council

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Town Clerk – Peter Herbert

MINUTES of a **MEETING** of the **PLANNING AND TRANSPORTATION COMMITTEE** held in the **MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON** on **TUESDAY 30 MAY 2017** at **6.30PM**

Present: Cllrs Chester (Chair), Ayres, Blanchard-Cooper, Buckland and Tandy.

2017/2018

1. **EVACUATION PROCEDURES**
The evacuation procedures were noted.

2. **FILMING OF COUNCIL MEETINGS USE OF SOCIAL MEDIA AND MOBILE PHONES**
The procedures were noted.

3. **APOLOGIES**
There were apologies from Councillor Warren QVRM.

4. **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 West Sussex County and Arun District Councillor where these matters arose across the Agenda. Councillor Ayres declared a personal interest as an Arun District Councillor where these matters arose across the Agenda.

5. **MINUTES**
The Minutes of the meeting held on 2 May 2017, (previously circulated), were confirmed as a true record and signed by the Chair.

6. **CHAIR'S REPORT AND URGENT ITEMS**

6.1 **Planning application LU/182/15/PL – Land North of Toddington Lane**
It was reported that the developers had resubmitted the Development Framework Document with revisions to the land allocations. In this connection, it was noted that the provision of a non-residential land parcel suitable for a care home or bespoke leisure facility had been re-instated. The Committee was satisfied that that this had overcome its previous objection and it was therefore **RESOLVED** that:

The Local Planning Authority be notified that the Committee was satisfied that its objection had been met.

6.2 Vote of thanks

It was noted that Clare Potter, Major Projects Manager, would be retiring from the Town Council at the end of the week. Paying tribute to her hard work on numerous projects, the Committee expressed their thanks for her support over the years and wished her a happy retirement.

7. PUBLIC FORUM

7.1 Regarding the new number 15 bus service, Mr Terry Ellis asked when usage figures would be available. In response, the Chair stated that the usage figures would be reported quarterly.

8. PLANNING AND OTHER DISTRICT COUNCIL MATTERS

8.1 Planning Applications – Lists 18, 19, 20 and 21

It was **RESOLVED** that:

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

8.2 Littlehampton Bus Services Update

8.2.1 The Committee received a report which provided an update on bus services operating in Littlehampton and considerations arising since the start of the new number 15 service (previously circulated). In addition, a summary of the budget supporting the new arrangements had also been prepared (copy attached to the minutes). The report contained recommendations for further representations based on the feedback that had been collated following the cessation of the number 12, how the new number 15 service was bedding in and the impact of the recently imposed changes to the commercial 700 bus route.

8.2.2 Members proceeded to consider the report in more detail and it was noted that initial take up of the number 15 had been slow although this was not unexpected as it was a new service. Key issues that had arisen and were reported to Councillors related to the lack of bus stops on the new route as well as in Wick Street and Arundel Road where the commercial 700 bus was failing to pick up potential passengers. Although temporary markers were in place, these were not proving very effective. The Town Council had done as much as it could to promote the new service and it was noted that the service operator and the County Council were working on securing the provision of permanent bus stops.

8.2.3 Members reported representations from Littlehampton residents regarding the coverage of the new Compass number 15 route seeking the inclusion of the Littlehampton Tesco superstore. The Town Council had also received a request from the East Beach Residents Association seeking support for changes to the Stagecoach number 700 commercial route to reinstate an hourly service along the sea front to Rustington. Whilst initial discussions had been held with officers of Rustington parish Council about the potential of

extending the number 15 service to Rustington Town Centre, it was noted that Rustington Parish Council were not yet in a position to bring forward any proposals.

8.2.4 The potential to alter the current arrangements required further investigation as the new number 15 service had not yet had enough time to become established. It was also noted that changes to the 700 route were a commercial decision for the operator. Considering the public representations received from Littlehampton residents, the Committee therefore concluded that the best way forward at this point would be to explore options that would support the inclusion of the Littlehampton Tesco in the new service, promoting initiatives such as shared ticketing between the different bus operators and making representations on this to the operators and WSCC. Members questioned the benefit of the proposals for advertising Littlehampton on the number 15 because it only served the Town. It was however observed that proposals would be fully considered by the Policy and Finance Committee and that the views of this Committee would be noted. The Committee therefore **RESOLVED:**

(1) That the Town Clerk in consultation with the Chair of the Committee, be authorised to make representations to the commercial operator Stagecoach, with Arundel Town Council and Lyminster Parish Council, where appropriate. The representation to include details of concerns regarding the pickup points in Arundel Road and Wick Street as they form part of the revised 700 route and expressing concerns about the reduction in the service to Arundel from half hourly to hourly.

(2) To defer responding to the proposal from East Beach Residents Association until such time as the final shape of the new number 15 service is established.

(3) To make a representation to WSCC regarding using their commissioning power to seek a shared ticketing between bus providers in the county.

(4) To support the new number 15 service being extended to call at Littlehampton Tesco and that Officers explore proposals to facilitate this.

9. TRANSPORTATION AND WEST SUSSEX COUNTY COUNCIL MATTERS

There were none.

10. MASTERPLAN – NORTH LITTLEHAMPTON

It was noted that the next meeting of the Steering Group be held on Wednesday 28th June 2017.

11. EXEMPT BUSINESS

There was none.

The meeting closed at 7.28pm.

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CHAIR

Appendix 1

LITTLEHAMPTON TOWN COUNCIL

Planning & Transportation Committee Tuesday 30 May 2017

Representation on Lists 18,19,20 & 21

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
18	River	IB	LU/71/17/PL	8 No. dwellings, coversion & change of use from A3 (Food & Drink) to A1 (Shops) to create shop unit at lower & ground floor, two storey rear extension & external alterations	56-57 Pier Road Littlehampton BN17 5LP	Objection: Members had serious concerns about the proposed creation of basement dwellings in the area which is classed as a flood zone. Acknowledging the high-water table and risk of flooding, the Committee supported the Environment Agency's objection to the plans on the grounds that this type of development is inappropriate for this area. The planned development was also viewed as an overdevelopment of the site and living areas cramped. It was also considered unrealistic that developments of this nature would not generate any need for parking provision regardless of the sustainability of the location. Observing that if approved, the proposals would result in the loss of existing parking spaces, Members therefore did not agree with the WSCC Highways assessment that this development and considered that if approved, these proposals would have a detrimental effect on the operation of the highways network. The Committee also agreed with the comments from the Environmental Health Team that there was a need to significantly improve fire precautions and ensure there was an escape route that met current safety requirements. Regarding the situation of the property, the Committee also supported the representation by the Economic Development Team and wished to ensure that an active frontage is maintained in keeping with what residents and visitors would expect to see in a seaside area.

Appendix 1

LITTLEHAMPTON TOWN COUNCIL

Planning & Transportation Committee Tuesday 30 May 2017

Representation on Lists 18,19,20 & 21

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
18	Beach	DP	LU/124/17/PL	Demolition of existing single storey rear extension and erection of 1.5 storey mono pitched extension to provide enlarged owners accommodation	85 South Terrace Littlehampton BN17 5LJ	No Objection.
18	Courtwick with Toddington	MA	LU/128/17/HH	Single storey rear extension	38 Benjamin Gray Drive Littlehampton BN17 7FA	No Objection.
18	Brookfield	FT	LU/129/17/HH	Single storey rear/side extension	22 Grove Crescent Littlehampton BN17 6AD	No Objection
19	River	IB	LU/111/17/PL	Change of use of existing residential property (C3 Dwellinghouses) to form 1 No. 7 bedroom HMO (Sui Generis).	19 Bayford Rd Littlehampton BN17 5HN	Objection: On the grounds that the proposals would result in the loss of much needed family accommodation and constituted an over concentration of HMO's in the area which was contrary to Policy HSP4 of the Arun District Council Emerging Local Plan 2011/31. Observing that the application lacked parking provision, concerns were also expressed that the plans if approved would contribute to the already excessive parking demands in this area.

Appendix 1

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Representation on Lists 18,19,20 & 21

Page 3 of 4

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
19	Beach	DP	LU/144/17/HH	Single storey extensions to rear and sides of bungalow and porch to front	43 The Estuary Littlehampton BN17 6NE	Objection: On the grounds that the proposals were not in keeping with the host dwelling, could potentially create a terraced effect which could encroach on the boundary of the neighbouring properties and would also have an adverse impact on the existing street scene.
19	Beach	DP	LU/118/17/PL	Relocation of ATM on front elevation	Tesco Express 16 Finisterre Way Littlehampton BN17 6RA	No Objection
19	Beach	DP	LU/120/17/PL	Means of escape (MOE) door to be blocked at side, new MOE door to rear & new plant inside courtyard.	Tesco Express 16 Finisterre Way Littlehampton BN17 6RA	No Objection
19	River	IB	LU/97/17/PL	Change of use of ground floor from A3 (Restaurant) to C3 (Dwellinghouse) as additional living space for the existing upstairs residents	Seagull House 45 Pier Road Littlehampton BN17 5LW	No objection.

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Planning & Transportation Committee Tuesday 30 May 2017

Representation on Lists 21

Page 4 of 4

Plan List No.	Ward	Ward Councillor	Planning No.	Details of Application	Location	Comments
20	River	IB	LU/148/17/PL	4 No. replacement windows to rear elevation	8A Bayford Road Littlehampton BN17 5HL	No objection.
21	River	IB	LU/152/17/PL	Internal & external alterations to alter wheelchair access. This application affects the character and appearance of East Street Littlehampton Conservation Area	Friends Meeting House 23 Church St Littlehampton BN17 5EL	Supported
21	River	IB	LU/153/17/L	Application for Listed Building Consent for internal & external alterations to alter wheelchair access	Friends Meeting House 23 Church St Littlehampton BN17 5EL	Supported