

YAPTON PARISH COUNCIL

PLANNING COMMITTEE

UNCONFIRMED MINUTES

A meeting of the Planning Committee was held on the 4th May 2021 virtually through Microsoft Teams commencing at 8.25pm.

Present: Councillors Mrs Newman (Chair), Mr Ambler (audio only), Mr Andrews, Mr Dunkley and Mrs Worne.

Also present: Mr Gardiner (Clerk of the Council), Councillors, Mrs Philippa Greenan, Mr O'Dell, plus 3 members of the public and an agent representing a resident on one of the Planning Applications under consideration.

ELECTION OF CHAIRMAN

28. *Resolved* - That Mrs Vicky Newman be elected Chair of the Planning Committee for the ensuing year. Councillor Mrs Newman signed the Declaration of Acceptance of Office form after the meeting.

ELECTION OF VICE-CHAIRMAN

29. *Resolved* – That Mr Dunkley be elected Vice-Chairman of the Planning Committee for the ensuing year. Councillor Dunkley signed the Declaration of Acceptance of Office form after the meeting.

APOLOGIES FOR ABSENCE

30. There were no apologies for absence tendered for this meeting.

DECLARATIONS OF INTEREST

31. Members were reminded to make any declarations of personal and/or pecuniary interests that they may have in relation to items on the agenda. Mrs Vicky Newman declared a person interest in relation to the Planning Application ref: Y/29/21/HH, for the Magnolias, Church Road, Yapton.

URGENT MATTERS

32. There were no urgent matters raised.

PUBLIC QUESTION TIME

33. Some issues / questions were raised by those attending the meeting:

(a) Planning Application – Y/29/21/HH – Magnolias, Church Lane, Yapton – Detached Garage

Mr J. Ayling, one of the joint applicants for the application, made a brief submission to the Committee. He stated that the new building did not breach the building line in the Lane and the new building would not be visible as they would maintain the existing planting. Members raised various points and issues on the application.

(b) Planning Application – Y33/21/PL - Plum Pudding Barn, Hoe Lane, Flansham - Conversion of existing barn to 1 No. residential dwelling with associated parking (resubmission following Y/137/20/PL). This site is in CIL Zone 3 & is CIL Liable as new dwelling.

Ms Tania Tindale (Director of Verve Planning) addressed the Committee on behalf of the applicant, re-iterating the fact that this is a new application. Members raised various points and issues on the application.

MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 8TH MARCH 2021

34. The Committee agreed the minutes of the meeting of the Planning Committee held on the 8th March 2021 and the Chairman was authorised to sign them as a correct record.

MATTERS ARISING FROM THE MINUTES

35. The Chairman went through the minutes and there were no matters arising from the minutes.

CORRESPONDENCE

36. The Committee received the following items of correspondence received since the date of the last meeting of the Committee:

(a) Arun District Council Infrastructure Investment Plan 2022-2025 - Consultation for Town and Parish Councils

The Committee noted receipt of an e-mail and a letter attached dated 15 March 2021 informing the Parish Council that Arun District Council as a Community Infrastructure Levy (CIL) Charging Authority, had been charging CIL since April 2020. The letter states that it is now time for the district council to prepare a spending plan for CIL investment. This will be called the Infrastructure Investment Plan (INP). The first INP plan period will cover a three-year timeframe from 2022 to 2025.

The Consultation noted that, in some cases, town and parish councils will be preparing CIL Infrastructure Lists to support their made neighbourhood plans and identify what CIL

could be spent on now and into the future. However, in other situations, some may put less priority onto this task due to a low level of CIL income predicted in their area — instead, greater emphasis is placed on S.106 process.

The Consultation suggests that, whether or not the council is predicting high or low CIL income, the district council is consulting town and parish councils on the Arun IIP process. It is vitally important that spending priorities are clear, and shared. This will ensure that opportunities for joint funding can be identified, and investment opportunities for town and parish councils as well as other infrastructure providers, are maximised across the district.

The Clerk updated the Committee that a provisional list of projects had been submitted to the District Council as part of the consultation process. This was very much an indicative list at this stage, with no costings attached to the project.

The Chairman of the Planning Committee raised during the Annual Meeting of the Parish Council that there was an issue regarding the monitoring of CIL (Community Infrastructure Levy) payments agreed in certain Planning Applications and the requirement for the Parish Council to produce an Infrastructure Plan.

The Clerk suggested that this item be included in the Terms of Reference for the Planning Committee who would be responsible for overseeing the production of the Infrastructure Plan and the monitoring of the receipts coming to Yapton from future Planning Applications. This would also link to the monitoring role for monies allocated from agreed S106 Agreements and the links with Neighbourhood Planning.

PLANNING APPLICATIONS

37. The Planning Committee considered the planning applications as shown in the schedule below and confirmed the responses to Arun District Council:

Agenda Item 8 (a)		
Yapton Parish Council – Planning Committee – 4 th May 2021		
Schedule of Planning Applications received, comments submitted and applications decided between March and April 25th 2021		
Planning Application Reference	Planning Application, Location, Applicant, Case Officer	Comments submitted or Dates due for submission
F/1/21/PL RE- ADVERTISED NEW STATEMENT	Change of use from agricultural land to use as open space (6 hectares) and education (10 hectares). This site also lies within the parish of Yapton, affects a Public Right of Way & is in CiL zone 3 (Zero Rated) as other development.	Received 05/03/2021 Comments due to ADC by 01/04/2021 Comments Submitted:

	<p>Land to the North of The Towpath, South and East of Church Farm, Ford</p> <p>Applicant: Mr P. Collins</p> <p>Case Officer: Mrs A Gardner</p>	<p>See below</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due</p> <p>18/05/2021</p>
<p>Response submitted on 29th March 2021:</p> <p>F/1/21/PL</p> <p>Change of use from agricultural land to open space and education.</p> <p>Yapton Parish Council has given this application for the change of use from agricultural land to educational use full consideration and object on the following grounds:</p> <ol style="list-style-type: none"> 1. The change of use from agricultural land to educational use in the area designated by the applicant is contrary to ALP's Policy HSP2c (SD8 i) which seeks to provide visual separation between Ford and Yapton. 2. This proposal is contrary to the Ford Development Plan which seeks to maintain a spatial gap between Yapton and Ford (SP1.2) and is clearly shown on its proposals Map. 3. YPC have grave concerns that the applicant has disregarded the importance of the existing PRow's, namely Path 363 and path 200_2. The site engulfs path number 363, its loss would be detrimental the existing green connectivity between Yapton and Ford and the River Arun. A well-used route by both Parish communities especially with the loss of many open rural PRow to recent urbanisation through new residential development. 4. YPC do note the provision of 'Parkland' but would question its need where the parcel of land in question has an existing PRow opening the countryside to residents. 5. YPC note that the applicant refers to the Secondary School Site Selection Study produced by Systra (05/12/2018) but fails to replicate the same designated site (Site F Yapton) in terms of location or land area. The Systra site F clearly respects and avoids impinging on any existing PRow notably path number 363. The site lies north of path 363 and south of path 359. 6. YPC have grave concerns regarding vehicular access to the site. It currently only has access via a private agricultural track to the north of the site. YPC note that the applicant suggests access via the Ford SD8 masterplan's 'green connectivity route' which is an upgrade of PRow 363 and clearly designated for non-motorised vehicles. Any proposal that would lead to the use of vehicles along this green route would be a clear disregard to the years of community consultation and work on agreeing such green routes within the Ford SD8 Masterplan enabling improved connectivity with the two parish's rural backdrop. 		
<p>Y/22/21/PL</p>	<p>Change of use from existing open barn to 1 No. dwelling (C3 Dwelling House), refurbishment & single storey extension to North elevation (renewal of permission Y/60/16/PL, amended with Y/53/19/NMA). This site is in CIL Zone 3 and is CIL Liable as new dwelling & may affect the setting of a listed building.</p> <p>North Barn Hoe Lane Flansham</p>	<p>Received 05/03/2021</p> <p>Comments due to ADC by 01/04/2021</p> <p>Comments Submitted:</p> <p>No objection subject to conditions required:</p>

	<p>Applicant: Ms R Parker</p> <p>Case Officer: Mr S Davis</p>	<p>1. sympathetic use of materials</p> <p>2. Sufficient off-road parking provision</p> <p>Current Status</p> <p>Approved</p> <p>Conditionally on</p> <p>27/04/2021</p>
Y/23/21/OUT	<p>Outline planning application with all matters reserved for 1 No. dwelling.</p> <p>Kings Close Yapton</p> <p>Applicant: Prime Securities Limited</p> <p>Case Officer: Maria Tomalova</p>	<p>Received 05/03/2021</p> <p>Comments due to ADC by 01/04/2021</p> <p>Comments Submitted:</p> <p>See below</p> <p>Current Status</p> <p>Refused on</p> <p>23/04/2021</p>
<p>Response submitted on 29th March 2021 as an objection:</p> <p>YPC note and welcome that the applicant has reduced the number of dwellings on the site from 3 to 1.</p> <p>However, YPC are unable to comment on the actual unit due to a lack of information in terms of plans and elevations for the proposed residential unit. YPC therefore request that this application be withdrawn until more detail is provided regarding the size, mass and proximity of the proposed unit in relation to neighbouring properties.</p>		
Y/18/21/RES	<p>Approval of reserved matters following Y/62/18/OUT for 33 No. residential units, access, landscaping & associated works. This site is in CIL Zone 3 & is CIL Liable as new dwellings.</p> <p>Clays Farm North End Road Yapton BN18 0DT</p> <p>Applicant: Aster Communities</p> <p>Case Officer: Mr S. Davis</p>	<p>Received 12/03/2021</p> <p>Comments due to ADC by 10/04/2021</p> <p>Comments Submitted:</p> <p>Support</p> <p>See below</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due</p> <p>02/06/2021</p>
<p>Response submitted for Y/18/21/RES</p> <p>YPC broadly support this application on the presumption of a condition being placed that ensures full pedestrian access to the landscaped borders of the site.</p>		

This would enable full and free access around the periphery of the site maintaining links for pedestrians with the wider rural backdrop as well as ensuring landscaped green routes around the villages new housing sites. YPC and it's community as a result of new building will lose many open field footpaths, it is imperative that these rural access routes are replaced with similarly landscaped doorways and not simply with hard landscaped/pavement walkways through the new built environment.

YPC is also of the view that by opening such landscaped areas to the wider community will ensure that each new housing site will become part of the overall fabric of the village and not become gated private enclaves.

Y/31/21/PL	<p>Temporary sales cabin & associated landscaping. This application may affect the setting of listed buildings, may affect the character & appearance of the Main Road/Church Road Conservation Area & is in CIL Zone 3 (Zero Rated) as other development.</p> <p>Land East of Drove Lane Yapton BN18 0EB</p> <p>Applicant: Barratt David Wilson Southern</p> <p>Case Officer: Mr S. Davis</p>	<p>Received 19/03/2021</p> <p>Comments due to ADC by 24/04/2021</p> <p>Comments Submitted:</p> <p>Object</p> <p>See below</p> <p>Current Status</p> <p>REFUSED ON 05/05/2021</p>
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Response submitted on Y/31/21/PL

YPC has considered the above application and object to this application.

YPC objects on the following grounds:

- The location of the site cabin is out of keeping with the open street scene of this section of Main Road and its adjoining conservation area. YPC is of the view that the sales cabin should be located within the main body of the proposed housing site. The cabin is sited within a zone that has been specifically left open for planning and aesthetic reasons. Whilst the cabin is temporary, the likely period of time of its being will extend to the life of the development programme which is estimated as 3+ years.
- YPC have grave concerns with the conflict of traffic with the nursery/scout hut and therefore believe that the sales cabin for safety reasons should be located within the actual site away from conflicting uses.
- YPC are concerned with traffic movements into the sales car park and its close proximity to the junction of Drove Lane with Main Road.
- YPC whilst appreciating that the sales cabin's prominence on Main Road helps with marketing believe that the applicant's proposed advertising flags and totem will be sufficient thus allowing the sales cabin to be located away from the designated open space, nursery and Main Road junction.

Y/13/21/HH	<p>Conversion of an existing detached carport with room above into an additional self-contained dwelling ancillary to the main dwelling, removal of front window to main house & installation of bi-folding doors.</p> <p>Old Barn House Hoe Lane Flansham PO22 8NT</p> <p>Applicant: Mrs Rebecca Fredericks</p> <p>Case Officer: Mr A. Wood</p>	<p>Received 19/03/2021</p> <p>Comments due to ADC by 24/04/2021</p> <p>Comments Submitted:</p> <p>No Objection</p> <p>Current Status</p> <p>Approved Conditionally on 05/05/2021</p>
<p>Response submitted on Y/13/21/HH</p> <p>YPC do not object provided strong conditions are implemented to ensure that</p> <ul style="list-style-type: none"> • sufficient parking provision is in place before occupation for both the existing main residential premises as well as the proposed ancillary accommodation. • YPC would also seek that the design of the proposed windows within the proposed unit are revised to ensure that they are in keeping with the nature of the building and area. • A condition restricts the use of the unit to ancillary accommodation only to the main residence. 		
Y/29/21/HH	<p>Magnolias Church Lane Yapton BN18 0EH</p> <p>Detached Garage</p> <p>Applicant: Mr & Mrs Jim Ayling</p> <p>Case Officer: Mr F. Gardner</p>	<p>Received 19/03/2021</p> <p>Comments due to ADC by 24/04/2021</p> <p>Comments Submitted:</p> <p>Object</p> <p>See below</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 07/05/2021</p>
<p>Response submitted to Y/29/21/HH</p> <p>YPC have considered this application and object on the following grounds:</p> <ul style="list-style-type: none"> • YPC note that the proposed unit encroaches a clearly set and established building line that runs along the northern side of Church Lane. YPC is strongly against this building line being broken as it maintains the integrity of the overall Church Lane street scene and setting to the adjacent conservation area. • The height of the unit is also out of keeping with Church Lane. The overall impact of the height is further compounded by the nature of the levels of the land along the northern stretch of Church Lane which is significantly raised compared to the southern side. YPC would expect a single storey unit only. 		

- YPC note that previous planning history objected to a garage located in this location as over development for the plot. YPC note that there has not been any significant material changes to the plot to counter these grounds of concern/objection.

Y/32/21/A	<p>Various non illuminated advertisements.</p> <p>Applicant: Barratt David Wilson Southern</p> <p>Case Officer: Mr S. Davis</p>	<p>Received 19/03/2021</p> <p>Comments due to ADC by 24/04/2021</p> <p>Comments Submitted:</p> <p>Object</p> <p>See below</p> <p>Current Status</p> <p>REFUSED ON</p> <p>05/05/2021</p>
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Response submitted to Y/32/21/A

YPC has considered the above application and believe that it should be considered in conjunction with application Y/31/21/PL where the combined proposals will have a severe and detrimental impact on this area of Main Road.

YPC seek a reduction in the number of fixed flags and signage within such a confined designated area of 'marketing area'. YPC is concerned that the size and quantity of signage items generates a cluttered and visually distracting aesthetic along this stretch of Main Road.

Y/33/21/PL	<p>Conversion of existing barn to 1 No. residential dwelling with associated parking (resubmission following Y/137/20/PL). This site is in CIL Zone 3 & is CIL Liable as new dwelling.</p> <p>Plum Pudding Barn Hoe Lane Flansham PO22 8NS</p> <p>Applicant: Mrs S. Bennett</p> <p>Case Officer; Maria Tomalova</p>	<p>Received 26/03/2021</p> <p>Comments due to ADC by 01/05/2021</p> <p>Comments Submitted:</p> <p>See below</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 13/05/2021</p>
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YPC recognise that barns can be converted to residential use but would insist that this application satisfy the following conditions:

- Suitable and sensitive materials are used to reflect the character of the area.
- Appropriate fenestration to reflect the original nature of the building
- Occupation cannot take place until the unit is full connected to main sewage system
- A restriction is placed to ensure the site is only used for domestic use and not as a commercial equestrian centre.
- Access to the site is of adequate specification to service a domestic dwelling

Y/35/21/HH	<p>Proposed single storey rear extension</p> <p>35 Park Drive Yapton Bn18 0JF</p> <p>Applicant: Mr & Mrs J. Fallick</p> <p>Case Officer: Finlay Gardner</p>	<p>Received 26/03/2021</p> <p>Comments due to ADC by 01/05/2021</p> <p>Comments Submitted:</p> <p>No Objection</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 17/05/2021</p>
Y/37/21/HH	<p>Two new side facing conservation roof lights. This application affects the setting of a Listed Building.</p> <p>Wellow Barn Hoe Lane Flansham</p> <p>Applicant: Mr L. Hickey</p> <p>Case Officer: Finlay Gardner</p>	<p>Received 01/04/2021</p> <p>Comments due to ADC by 7/05/2021</p> <p>Comments Submitted:</p> <p>No Objection</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 18/05/2021</p>
Y/38/21/PL	<p>Two new side facing conservation roof lights. This application affects the setting of a Listed Building.</p> <p>Wellow Barn Hoe Lane Flansham</p> <p>Applicant: Mr L. Hickey</p> <p>Case Officer: Finlay Gardner</p>	<p>Received 01/04/2021</p> <p>Comments due to ADC by 7/05/2021</p> <p>Comments Submitted:</p> <p>No Objection</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 18/05/2021</p>
Y/39/21/HH	<p>Single storey rear infill extension</p> <p>24 Cherry Avenue, Yapton</p> <p>Applicant: Mr A. Goord</p> <p>Case Officer: Finlay Gardner</p>	<p>Received 01/04/2021</p> <p>Comments due to ADC by 7/05/2021</p> <p>Comments Submitted:</p> <p>No Objection</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 19/05/2021</p>
Y/41/21/HH	<p>Demolition of single storey side extension and two storey rear extension. Erection of new two storey side / rear extension. Insertion of projecting rear dormer window and rooflights to front and rear. Erection of front boundary low wall and gates.</p>	<p>Received 09/04/2021</p> <p>Comments due to ADC by 19/05/2021</p> <p>Comments Submitted:</p>

	<p>Ferndale House Burndell Road Yapton BN18 0HT</p> <p>Applicant: Mr & Mrs Tristan & Kate Waterkeyn</p> <p>Case Officer: Finlay Gardner</p>	<p>See below</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 01/06/2021</p>
<p>YPC has fully considered this application and would insist that the front elevation is treated with the utmost sensitivity in terms of materials to ensure that the historic integrity of the building is not diluted or eroded.</p> <p>YPC would seek conditions to ensure appropriate materials are used throughout and that the proposed extension remains appropriate to the plot size.</p>		
<p>Y/45/21/HH</p>	<p>Partial conversion of existing outbuilding to habitable accommodation (as ancillary accommodation main dwelling). The Chapel Bilsham Lane Bilsham Yapton</p> <p>Applicant: Mrs C. Whitby</p> <p>Case Officer: Finlay Gardner</p>	<p>Received 23/04/2021</p> <p>Comments due to ADC by 21/05/2021</p> <p>Comments Submitted:</p> <p>Not yet due</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 27/05/2021</p>
<p>Y/46/21/L</p>	<p>Listed building consent for the partial conversion of existing outbuilding to habitable accommodation (as ancillary accommodation main dwelling). The Chapel Bilsham Lane Bilsham Yapton</p> <p>Applicant: Mrs C Whitby</p> <p>Case Officer: Finlay Gardner</p>	<p>Received 23/04/2021</p> <p>Comments due to ADC by 21/05/2021</p> <p>Comments Submitted:</p> <p>Not yet due</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 27/05/2021</p>
<p>Y/48/21/PL</p>	<p>Construction of temporary vehicular access off North End Road for three years to allow safe access to the affordable units throughout the remaining period of construction within the application site following Y/82/20/RES. This site is in CIL Zones 2 & 3 (Zero Rated) as other development.</p> <p>Land south of Ford Lane East of North End Road Yapton</p>	<p>Received 23/04/2021</p> <p>Comments due to ADC by 21/05/2021</p> <p>Comments Submitted:</p> <p>Not yet due</p> <p>Current Status</p> <p>Undecided</p> <p>Decision due 04/06/2021</p>

	Applicant: Redrow Homes Case Officer: Michael Eastham	
Y/49/21/RES	Approval of reserved matters following Y/92/17/OUT for 300 No. dwellings covering landscape, layout, scale & external appearance (resubmission following Y/78/20/RES). This application affects the setting of listed buildings, affects the character & appearance of the Main Road/Church Road, Yapton Conservation Area & affects a Right of Way. This site falls within Strategic Site SD7 (Zero Rated). Land East of Drove Lane Yapton Land East of Drove Lane Yapton Applicant Barratt David Wilson Southern Case Officer Simon Davis	Received 23/04/2021 Comments due to ADC by 21/05/2021 Comments Submitted: Not yet due Current Status Undecided Decision due 19/07/2021

Updated by ADG 04/05/2021

UPDATE ON PLANNING APPLICATIONS

38. The Committee discussed the following applications:

- (a) **Y/29/21/HH** – The Committee discussed the need for the objection to this application. Following consideration of the matter, the Vice-Chairman, who had taken over the chair for this item as the Chairman had declared an interest in this matter, asked each member to signify their position. Two members said the original objection should be confirmed, two members abstained and one declared an interest.
Resolved: The objection as previously submitted to Arun District Council be confirmed.
- (b) **Y/33/21/PL** – The Committee agreed not to object to this application, but to ask for various conditions to be imposed including on keeping the dwelling in keeping with the area, drainage issues, over intensification of the site and use as an equine centre.
- (c) **Y/49/21/RES** – 300 dwellings on land East of Drove Lane – The Applicant had met with members of the Planning Committee recently and had taken on board most of the Committee's requests.

DETAILS OF ANY PLANNING APPLICATIONS MADE BY OTHER PLANNING AUTHORITIES

39. There Committee considered the following application:

Plan Reference: WSCC1011/21

Location: Ford Circular Technology Park, Ford Road, Ford BN18 OXL

Demolition of existing buildings and structures and construction and operation of an energy recovery facility and a waste sorting and transfer facility for treatment of municipal, commercial and industrial wastes, including ancillary buildings, structures, parking, hardstanding, and landscape works

**Applicant: Ford Energy From Waste, Grundon Waste Management, Viridor Energy
Response due to WSCC by 16th May 2021**

The Committee noted that this new application had reduced the proposed size of the building which had now been split into two. The buildings had been rotated to reduce noise emissions, there would be three chimneys instead of one, but there was very little change and the proposal still would dominate the area, especially from Arundel Castle, Tortington Priory and the Downs. Noise and Traffic volumes would be of great concern.

The Committee *resolved* to continue with the objections as put forward in the original application.

PLANNING APPEALS

40. The Chairman reported on the Appeal lodged by Redrow Limited on their Reserved Matters Application for Land to the south of Ford Lane and east of North End Road Yapton.

NEIGHBOURHOOD PLAN UPDATE

41. The Planning Committee received an update on the results of the Reg. 14 consultation which took place between the 22nd January 2021 and the 19th March 2021. The Clerk reported that he had analysed a number of responses from Statutory Consultees, including Arun District Council, West Sussex County Council, Developers, Agents and some local individuals.

A small sub-group of the Steering Group had met to go through the responses and identify what amendments needed to be made to the Modification Proposals before submitting to Arun District Council under the Regulation 15 stage of the process. The sub-group had met virtually with Arun Planners to discuss issues arising from their detailed response.

**DATE OF NEXT SCHEDULED MEETING OF THE PLANNING COMMITTEE – 12th July 2021
at 7pm.**

The Chairman closed the meeting at 9.11pm.

_____ Chairman