

ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. PO21 4JF
Tel and FAX: 01243 263330 E-mail: clerk@aldwickparishcouncil.gov.uk
Chairman: Cllr Mr Guy Purser Clerk: Heather Knight

Dear Members,

You are duly summoned to a Planning Committee meeting of Aldwick Parish Council that will be held on **Tuesday 4th June 2024 at 7.00 pm**, at the Parish Offices, and all Committee Members are hereby summoned to attend.

H.V. Knight

Heather Knight (Mrs)

Clerk to the Parish Council

Dated: 28th May 2024

At the discretion of the Chairman, members of the public may speak during the adjournment item on any business on the Agenda. Contributions are normally limited to no more than three minutes.

AGENDA

1. To elect a Chairman of the Planning Committee.
2. To elect a Vice Chairman of the Planning Committee.
3. Apologies for Absence.
4. Declarations of Interest.
5. To approve as a correct record the minutes of the Planning Committee meeting held on Tuesday 7th May 2024 (*attached*) and to note the Clerk's Report.
6. Any such matters as the Chairman may wish to bring to the attention of the Committee for information only.
7. Adjournment for public questions relating to matters on the agenda.
8. To note Committee Terms of Reference and consider any amendment for recommendation to full Council (*attached*).
9. Planning Applications – To consider planning applications received, as listed below:-

AW/118/24/HH – 5 Seacourt Close Aldwick PO21 4RD

Proposed first floor extension above existing garage.

AW/122/24/T – 11 The Drive Aldwick PO21 4DU

Fell 1 No. Mimosa (T1). 1 No. Pittosporum (T2) crown reduction to height 4m and spread 3m. 1 No. Bay (T3) crown reduction to height 4m and spread 3m. 1 No. Holm Oak (T4) crown reduction to height 10m and spread 8m.

AW/123/24/T – Tithe Barn Cottage 1 Tithe Barn Way Aldwick PO21 4HA

1 No. Birch (T1) crown reduction to height 9m and spread 4m. 1 No. Birch (T2) crown reduction to height 9m and spread 4m. 1 No. Birch (T3) crown reduction to height 10m and spread 5m.

AW/124/24/T – 81A The Fairway Aldwick PO21 4EX

3 No. Birch (T1, T3, T4) crown reductions to height 6m and spread 4m. Fell 1 No. Birch (T2).

AW/125/24/T – 19 The Fairway Aldwick PO21 4ES

Fell 1 No. Golden Leylandii (T1).

AW/103/24/HH – 1 Nyetimber Close Aldwick PO21 3HW

Two storey side extension, including roof extension and front porch canopy.

AW/120/24/T – 55 Christchurch Crescent Aldwick PO21 5SJ

1 No. Corsican Pine (T1) remove 1 south facing limb to 3m height. Crown reduction to spread 7m and height 18m. 1 No. Corsican Pine (T2) crown reduction to spread 6m and height 17m.

AW/127/24/T – Trendles 31 Kingsway Aldwick PO21 4DH

1 No. Eucalyptus (T1) crown reduction to height 10m and spread 5m. 1 No. Pittosporum (T2) crown reduction to height 5m and spread 2m.

AW/128/24/T – Wychwood House 1 Wychwood Walk Aldwick PO21 4DP

Fell 1 No. English Oak (T2).

AW/130/24/HH- 3 Frobisher Road Aldwick PO21 3LT

Single storey side and rear extensions.

AW/136/24/HH – 6 Cedar Close Aldwick PO21 3BE

Removal of existing garage and out building and provision of a side two storey extension and rear single storey extension.

AW/105/24/HH – 84 Nyetimber Lane Aldwick PO21 3HL

Removal of existing pitched roof structure and provision of new first floor incorporating new pitched roof and rear facing flat roof dormer.

AW/143/24/T – Trotyn Croft Aldwick PO21 3TX

1 No. common Lime (T-460) crown lift to a maximum of 2.75m above the ground.

AW/138/24/T – 47 Pinehurst Park Aldwick PO21 3DX

4 No. Lombard Poplars reduce height to 18.

AW/142/24/T – Bradlond Close Aldwick PO21 2RQ

1 No. Willow, 1 No. Pine, 1 No. Oak prune to clear lamp column and head by 0.5m.

AW/140/24/T – Aldwick Street Aldwick PO21 3AR

1 No. Horse Chestnut and 1 No. Maple prune to clear lamp column and head by 0.5m.

AW/144/24/T – Rear of 15 Micklam Close Aldwick PO1 4JR

1 No. Oak to pollard north side to previous points.

AW/145/24/TC – Aldwick Bay Estate Aldwick

Various trees (T1-T34) to crown lift to 5.2m road clearance and 2.4m path clearance. These trees stand in the Aldwick Bay Conservation Area.

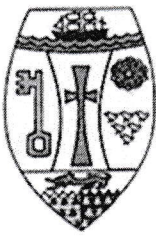
AW/146/24/TC – 3 Hunters Close Aldwick PO21 4HR

1 No. Chestnut (T1) crown lift to 5.2m height, crown reduction to 16m height and 5m radial spread. This tree stands in the Aldwick Bay Conservation Area.

- 10. Application No. P/115/23/PL, Land West of Osborne Refrigerators Rose Green Road PO21 3EG - Notification of Arun DC Planning Committee Meeting on 5th June: To note and ratify arrangements for representative of Aldwick PC (if available) to speak.**

- 11. Date and time of next Planning Committee Meeting – Tuesday 18th June, 7.00pm (short meeting/planning applications only, preceding full council meeting).**

Members of the press and public should be aware that being present at a meeting of the Council is deemed as the person having consented to being recorded (photograph, film, or audio recording) at the meeting or video conference by any person present.



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Chairman: Cllr Richard Gotheridge Clerk: Heather Knight

P. 04/05/24
Item 5

Minutes of the **PLANNING COMMITTEE MEETING OF THE PARISH COUNCIL**
Held on **Tuesday 7th May at 7.30pm** in the Aldwick Parish Council Chamber.

Those present: Cllrs: K Shepherd (Committee Chairman), M Buckley, R Gotheridge, F Huntley, G Purser, and D Thas.

In attendance: Mrs H Knight (Clerk), and 2 members of the public.

The meeting opened at 7.30pm.

83. Apologies for Absence

Apologies were received and reason approved from Cllr J Rufey (personal commitment).

84. Declarations of Interest

There were no declarations made.

85. Approval of Minutes

It was **RESOLVED** to approve that the Minutes of the meetings held on 9th April and 23rd April 2024 were a true record and that the Committee Chairman sign them. There was no Clerk's Report.

86. Any such matters as the Chairman may wish to bring to the attention of the Committee for information only.

No matters were raised.

87. Adjournment for Public questions

There were no public questions.

88. Planning Applications

The Committee, having considered the planning applications, **RESOLVED** that its representations be forwarded to Arun District Council, attached to these Minutes as Appendix 1.

89. To note public consultation period, and consider any formal response to, Arun Local Plan 2023-2041 – Issues and Options – Direction of Travel Consultation, 25th March until 5pm 13th May 2024.

Full details available at <https://www.arun.gov.uk/arun-local-plan-update-2023-2041>.

This item had been discussed at and deferred from the committee meeting on 9th April 2024 (Min. 76 refers) in order to give Members more time to study the documents. Members commented on the need for the new Local Plan to address local issues and impacts and the Chairman of Council reported that this had been a major discussion topic at the recent Chairmen's networking meeting. It was **RESOLVED** that the Clerk would liaise with the Committee Chairman to submit a formal response by the deadline covering the Parish Council's key concerns as follows: Infrastructure first approach; Sewage capacity issues; Flooding issues; Highways and transport issues.

90. Date and time of next Planning Committee Meeting

Tuesday 21st May 2024, at 7.00pm.

The meeting closed at 7.53pm.

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CHAIRMAN

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DATED

**Planning Applications considered at the meeting held 7th May 2024,
and Parish Council's recommendations to Arun District Council**

AW/102/24/T – 54 The Drive Aldwick PO21 4DT

Reduce 8 No. Leylandii and 1 No. Macrocarpa to heights of 8 metres.

No objection.

AW/99/24/T – 1 Seabrook Close, Aldwick PO21 3UT

Fell 1 No. Ash (A1) and crown reduction to 1 No. Ash (A2) to leave a height of 15m and spread of 4m.

No objection.

AW/101/24/T – 6 Barrack Lane, Aldwick PO21 4BZ

Fell 1 No. Leylandii (T1) in group 2, group of Leylandii (G3) reduction to leave a height of 10m, 1 No. Monterey Cypress (T10) removal of major deadwood and fell 1 No. White Poplar (T17).

Objection: The Council objects to the felling of the White Poplar (T17) due to loss of amenity value with no evidence of it being dead, diseased or dying, but is sympathetic to the proposed works for the other trees (T1) (G3) and (T10).

AW/91/24/HH – 9 Truro Crescent, Aldwick PO21 3RQ

Removal of existing porch and prefabricated store and erection of single storey side extension.

No objection.

AW/112/24/HH – 21 Pinehurst Park, Aldwick PO21 3DL

Proposed single storey rear extension.

No objection.

AW/113/24/T – Tradewinds, 7 Arun Way, Aldwick PO21 4HF

3 No. Lime (G1) crown reductions to height 8m and spread 5m. 1 No. Norway Maple (T1) crown reduction to height 8m and spread 5m. 1 No. Oak (T2) crown reduction to height 8m and spread 5m.

No objection.

AW/114/24/T – 22 A'becket's Avenue, Aldwick PO21 4LX

Fell 1 No. Pittosporum (T1).

No objection.

AW/115/24/T – 16 Singleton Close, Aldwick PO21 4JY

1 No. Oak (T1) shorten back lowest south eastern limb by 5m to leave final height 15m and spread 9m. 1 No. Conifer (T2) crown reduction of height 7m and spread 5m.

No objection.

AW/107/24/T – 11 & 15 Waters Edge, Aldwick PO21 4AW

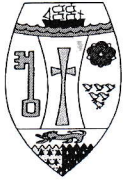
4 No. Monterey Cypress crown reduction to height 7.5m, spread 3.5m.

No objection.

AW/116/24/HH – 3 Grange Court, Aldwick PO21 4XR

New porch.

No objection.



Aldwick Parish Council

Aldwick Parish Offices 88, Pryor's Lane, Aldwick, West Sussex PO21 4JF

Tel: 01243-263330

Email: clerk@aldwickparishcouncil.gov.uk

Chairman: Cllr Guy Purser

Clerk: Heather Knight

P. 24/06/24
Item 8

PLANNING COMMITTEE TERMS OF REFERENCE and DELEGATED POWERS

- 1) Membership shall comprise 7 councillors, including the Chairman of Council ex-officio and Vice Chairman of Council ex-officio. A quorum shall be a minimum of 3 members of the Committee attending.
- 2) The Planning Committee shall consider and make recommendations, observations and decisions on behalf of the Parish Council on:
 - i. Planning Applications and related planning matters including Conservation Areas, enforcement and Local Plans
 - ii. Licensing applications (including public entertainment)
 - iii. Highways, car parking and public transport
 - iv. Buildings of Character (GEN22) and Tree Preservation Orders
- 3) The Planning Committee shall have delegated authority to:
 - i. Send observations and recommendations on Planning Applications to Arun District Council.



P. 04/06/24
item 10

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

24th May 2024

Please ask for: Management Support Officer
Telephone: 01903 737512

Aldwick Parish Council
Ms S Batey
Aldwick Parish Offices
88 Pryors lane
Aldwick
PO21 4JF

Dear Sir/Madam,

Notification of a Planning Committee Meeting at 2:00 pm on the 5th June 2024

APPLICATION NO: P/115/23/PL

Site Address: Land West of Osborne Refrigerators Rose Green Road Bognor Regis PO21 3EG

I write to advise you that the above application, in which you have expressed an interest, is expected to be determined by the Planning Committee on the above date at the Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton BN17 5LF. Please note there is limited space so access will be on a first come first serve basis.

Those wishing to speak must formally register their wish to speak by no later than 9 am on 03 June 2024 by telephoning 01903 737512. A list of those wishing to speak will be prepared on a first come, first served basis up to the maximum allowed by the procedure at the end of this letter. Please note that if you do register to make a submission, your name will be in the public domain. If you have previously made representations on the application that you have an interest in, please note this representation will already be summarised in the officer report.

The Council recognises that not everyone who would like to attend the meeting can or wants to attend the meeting at this time. If you have registered to speak but you would prefer that a written statement is read out on your behalf, please confirm when registering. Please email the statement you intend to have read out on your behalf to planning.speaking@arun.gov.uk marked 'written submission for Planning Committee 05 June 2024'. The deadline for receipt of statements is by 11:30am on the day before the meeting where the application you are making a representation on will be considered.

To avoid possible confusion, the Council regrets that it cannot accept the registration of speakers and written submissions in any other manner (by letter or e-mail) and those invited to speak must first register their wish to do so in the way prescribed as the Committee will not be able to hear any party who has not formally registered.

Further information on the planning committee and a copy of the committee agenda, containing the officer's report and recommendation, are published on the website at least 5 working days before the meeting:
<https://democracy.arun.gov.uk/mgCommitteeDetails.aspx?ID=137>

Yours faithfully



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website
www.arun.gov.uk/privacy-policy/

Please Note: If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to
<https://www1.arun.gov.uk/planning-application-finder>

Public Speaking at Planning Committee.

The Committee welcomes public speaking on agenda items, but Committee Meetings often have agendas that run to 150 pages and take more than three hours to complete. It is important to ensure that decisions on applications are taken at a reasonable pace and it is therefore necessary to limit the number of people who can speak on any one item and how long they can speak for.

Who can speak?

Any person who has made a written submission in support of or in opposition to the proposal, including the applicant or agent, can speak at a Committee meeting but only if:-

- * They have formally registered to speak before 9:00am on **03 June 2024**; and
- * There is a vacant slot for speaking

How many people can speak?

There are restrictions on how many people can speak on an individual item:

- * Two people may speak in support (inclusive of the applicant/agent);
- * Two people may speak in opposition; and
- * A representative of the relevant Town or Parish Council is also permitted to speak.

Note: Only one person per household or official postal address may speak on a particular side of the debate. Arun District Council Members and Officers are the only others allowed to speak at Committee.

How long can I speak for?

The maximum time allowed for short-listed speakers and Town and Parish Councillors is three minutes, and this is rigorously enforced.

When can't I speak?

The public are not allowed to speak on any item that is to be considered in private session or where an application has been considered at an earlier Committee and been deferred.

Can I display material, PowerPoint slides, hand-out notes, petitions, or photographs?

No. Your written submission forms part of the application file, and it is therefore a matter of public record, and is reported on by the Planning Officers. You are offered the opportunity to explain the submission you have made but not to add further material. Petitions will not be accepted at Committee meetings.

What is the procedure at Committee?

A separate chair will be provided for those who have registered to speak. You will be called when it is your turn to speak and the Chair of the Committee will then invite you to address the Members and will remind you that you have three minutes. A member of the Committee's team will let you know when your three minutes is complete at which point the Chair will thank you for your comments and you will need to return to your seat in the public gallery.

Polite Reminder: The meeting is a public meeting and the Committee expect any public speaker to be polite. Inappropriate or offensive remarks, direct criticism of individual Councillors, officers, applicants, their agents, allegations about the behaviour of neighbours will be disregarded by the Committee Members in considering the application. Any speaker behaving in such a way will also be asked to stop and will lose the opportunity to make any further comments.