

**Minutes of a meeting of the  
Adur Planning Committee  
26 June 2017  
at 7.00**

Councillor Carol Albury (Chairman)  
Councillor Brian Coomber (Vice-Chairman)

Councillor Les Alden	Councillor George Barton
**Vacant UKIP seat	Councillor Stephen Chipp
**Councillor Emily Hilditch	Councillor Geoff Patmore

\*\* Absent

**Officers:** Head of Planning and Development, Planning Services Manager, Senior Lawyer, and Democratic Services Officer

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*Before commencement of the meeting, the Chairman advised that due to the contentious nature of the first application, AWDM/0650/17, it had been agreed the time allocation for those registered to speak be increased to five minutes.*

*The Chairman also agreed a 5 minute adjournment would take place following consideration of the first application, AWDM/0650/17.*

**ADC-PC/007/17-18                      Substitute Members**

Councillor Paul Graysmark substituted for the vacant UKIP seat.

Councillor David Simmonds substituted for Councillor Emily Hilditch.

**ADC-PC/008/17-18                      Declarations of Interest**

Councillor George Barton declared an interest in AWDM/0650/17, Groundsman's Shed, Lancing Manor, as West Sussex County Councillor, but would consider the item with an open mind.

**ADC-PC/009/17-18                      Minutes**

**RESOLVED**, that the minutes of the Planning Committee meeting held on 30 May 2017 be confirmed as a correct record and that they be signed by the Chairman.

**ADC-PC/010/17-18**

**Items Raised Under Urgency Provisions**

There were no items raised under urgency provisions.

**ADC-PC/011/17-18**

**Planning Applications**

The planning applications were considered, see attached appendix.

**ADC-PC/012/17-18**

**Public Question Time**

Mr Hillman referred to a comment from one of the speakers that he had not received notification of the meeting from the Planning Department. He advised the Committee his wife had written a letter to the Council with her concerns regarding 48 Buckingham Road, and had received an acknowledgement letter.

Mr Hillman questioned whether it was possible a response to the email had not been received. The Planning Officer acknowledged the query and agreed to investigate further.

*Note: Following the meeting, the Planning Services Manager established that all notifications had been sent out, and the only explanation could be that emails had gone into the recipients' junk or spam mail.*

The Chairman closed the meeting at 8.39 pm it having commenced at 7.00 pm.

**Chairman**

Application Number: AWDM/0650/17	
Site:	<b>Groundsman's Shed, Lancing Manor, Manor Road</b>
Proposal:	Conversion of existing groundsman's stores into coffee shop and farm shop.

The Head of Planning and Development began his presentation of the report to the Committee by showing an aerial photograph of the site.

The Officer stated that there had been some confusion caused by re-consulting on the application at various times and clarified the situation for both the Committee and members of the public with details of a further amended plan.

He advised the amended change of use application related only to the building and not to any part of the Park. Officers had been concerned about the addition of tables and chairs and the extent of any commercial cafe use into the park and the resultant loss of open space.

Members were shown the layout plan of the building which now incorporated toilets located within the store part of the building, to the side of the proposed farm shop area. The main cafe would be situated in the main building, and include a small servery area.

The Officer stated there had been concerns raised by members of the public about the extent and size of the operation, hours of use, traffic and activity generated by the proposal. 211 objections had been received and a petition received containing 137 signatures from residents in the immediate area.

There had also been 113 letters of support received, however, the Officer accepted the proposal raised issues in relation to access, parking and its potential effect on the character of the area.

He advised the suggested planning conditions at the conclusion of the report sought to address these concerns by limiting the hours of use, restricting delivery hours, and controlling the nature of the coffee shop. Officers considered the proposal would benefit park users.

The Head of Planning and Development referred Members to the Highway Authority's comments which concluded that even after assuming the worst case scenario in terms of traffic generation the development would not cause a severe impact in highway safety terms.

The Officer's recommendation was therefore for approval.

There were further representations from:-

Objectors: Ms Adrienne Stevenson  
Ms Elizabeth Wood

Ward Councillor: Cllr Carson Albury

Supporter: Mr Steve Gardner

Following the representations, the Officer answered a number of queries on the report from some Members of the Committee.

The Committee considered the proposal, raising some concerns on the proposal, which included:-

- the potential overdevelopment of the site;
- Impact of traffic and parking;
- threat to public safety; and
- adverse impact on neighbours and residential character

Members overturned the Officer's recommendation to approve and unanimously agreed to refuse the proposal.

### **Decision**

That the planning application be **REFUSED**, for the following reason:-

The proposal, by reason of the associated activity, increased traffic and resulting pressure for on street parking spaces in the vicinity of the site during peak times, would be harmful to the residential amenities of local residents and detrimental to the residential character of the area. The proposal is therefore contrary to saved policy AG1 of the Adur District Local Plan and policies 15 and 29 of the Submission Adur Local Plan.

*The meeting was adjourned at 7.50pm and reconvened at 7.55pm.*

Application Number: AWDM/0301/17	
Site:	<b>48 Buckingham Road, Shoreham-by-Sea</b>
Proposal:	Change of use from single dwelling house to daycare nursery (to accommodate up to 75 children) with single flat and replacement of existing conservatory with single storey extension.

The Planning Services Manager advised Members there were no further additions to the published report. He therefore began his presentation by showing Members an aerial photograph of the site.

On the site plan, the Officer indicated the proposal included 5 parking spaces on the southern boundary, with the garden area behind numbers 50 and 52 Buckingham Road to be used as a wildlife area.

Members were also shown a block plan and elevations, together with a number of photographs.

The Officer referred Members to the comments in the report from the Highways Authority, who eventually raised no objection, however, they had acknowledged the proposal would have a noticeable impact on traffic and pedestrians in the immediate area.

Officers believed the proposal would raise serious amenity concerns, hence the recommendation was for refusal.

There were further representations from:-

Objector: Mr Geoff Turner

Ward Councillor: Councillor Neil Parkin

Supporter: Mr Peter Rainier

Members raised a couple of queries with the Officer, which he answered in turn.

The Committee considered the application, and despite the technical consultees not objecting, concluded that the proposal raised serious concerns with regard to increased traffic and increased pressure on parking and was an unsuitable location for a nursery.

## **Decision**

That the planning application be **REFUSED**, for the following reason:-

The proposal, by reason of the associated activity, increased traffic and resulting pressure for on street parking spaces in the vicinity of the site during peak times, would be harmful to the residential amenities of local residents and detrimental to the residential character of the area. The proposal is therefore contrary to saved policy AG1 of the Adur District Local Plan and policies 15 and 29 of the Submission Adur Local Plan.

Application Number: AWDM/0176/17	
Site:	<b>1 Monks Avenue, Lancing</b>
Proposal:	Attached three bedroom dwelling incorporating existing single-storey side extension. (Revised Proposal).

The Planning Services Manager advised Members that 3 letters of objection had been received since publication of the report in relation to highway safety, over-development of the site and past flooding.

Members were shown an aerial photograph of the site, site location plan and block plan, together with elevations. The Officer also produced a number of photographs taken at the site.

The Officer highlighted the ditch at the rear of the site, which had been subject to some consultation however, any concerns regarding flooding had been withdrawn.

In conclusion, the Officer advised the application was recommended for approval.

Members raised a couple of queries on the presentation, one in relation to the ditch at the site. A Member proposed an additional condition for the ditch to be kept clear and maintained by the applicant in order to bolster the current legal requirement under Riparian Law. The Committee agreed the amendment.

### **Decision**

The the planning application be **APPROVED**, subject to the following conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. External materials to match
4. No development shall commence until the vehicular access serving the development has been widened and one additional parking space provided with adequate visibility splays – details to be submitted
5. Cycle parking details
6. Construction plant and materials
7. Removal of PD rights for future extensions and outbuildings
8. No new windows
9. Details of fencing, including relocated front fence.

10. No development shall take place unless and until details of surface water drainage incorporating Sustainable Drainage Systems (SUDS) and responding to the specific hydrological conditions of the site have been submitted to and approved in writing by the Local Planning Authority in consultation with Southern Water. The approved surface water drainage system shall be implemented and thereafter managed and maintained in accordance with the approved details **to include clearance and maintenance of that part of the rear ditch within the site.** Those details shall include a timetable for the implementation of the sustainable surface water drainage system, and a management and maintenance plan for the lifetime of the development which shall include any arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the effective operation of the sustainable surface water drainage system throughout its lifetime.
11. Rear bathroom window obscure and fixed below 1.7 metres
12. The development hereby permitted shall not be commenced until a scheme for protecting the proposed dwellings and outside amenity areas from noise has been submitted to and approved in writing by the Local Planning Authority. The scheme shall demonstrate good acoustic design and shall comply with the internal noise level guidelines set out in BS8233:2014. The scheme shall also try and achieve as far as reasonably practicable the WHO guidelines for external amenity areas. All works which form part of the agreed scheme shall be completed before the permitted dwelling is occupied.'
13. Ditch to the rear of the site to be maintained to ensure satisfactory surface water disposal for the property and wider area.

Informatives:

1. The applicant is advised to contact the Highway Licensing team (01243 642105) to obtain formal approval from the highway authority to carry out the site access works on the public highway.
2. A formal application for connection to the public sewerage system is required in order to service this development, please contact Southern Water, Sparrowgrove House Sparrowgrove, Otterbourne, Hampshire SO21 2SW (Tel: 0330 303 0119) or [www.southernwater.co.uk](http://www.southernwater.co.uk)
3. Due to changes in legislation that came into force on 1st October 2011 regarding the future ownership of sewers it is possible that a sewer now deemed to be public could be crossing the above property. Therefore, should any sewer be found during construction works, an investigation of the sewer will be required to ascertain its condition, the number of properties served, and potential means of access before any further works commence on site. The applicant is advised to discuss the matter further with Southern Water.

4. The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.