

# Public Document Pack

Minutes of a meeting of the  
Adur Planning Committee  
6 December 2021  
at 7.00 pm

Councillor Carol Albury (Chair)  
\*Councillor Stephen Chipp (Vice Chair)

Councillor Dave Collins  
Councillor Tania Edwards  
Councillor Jeremy Gardner

Councillor Paul Mansfield  
Councillor Steve Neocleous  
Councillor Carol O'Neal

\*Absent

## **ADC-PC/61/21-22    Substitute Members**

Councillor Mandy Buxton substituted for Councillor Stephen Chipp.

## **ADC-PC/62/21-22    Declarations of Interest**

Cllr Neocleous declared a non-pecuniary interest in the Schooner Public House.  
Cllr Albury declared an interest in the Groundsman's Shed as a Councillor for Manor Ward.

## **ADC-PC/63/21-22    Public Question Time**

There were no questions raised under Public Question Time.

## **ADC-PC/64/21-22    Confirmation of Minutes**

**RESOLVED**, that the minutes of the Planning Committee meeting held on 8 November 2021 be confirmed as a correct record and that they be signed by the Chairman.

## **ADC-PC/65/21-22    Items Raised Under Urgency Provisions**

There were no items raised under urgency provisions.

## **ADC-PC/66/21-22    Planning Applications**

The planning applications were considered, see attached appendix.

## **ADC-PC/67/21-22    Planning Appeals**

There were none to report.

## **ADC-PC/68/21-22    Adur TPO 2 of 2021 - Southwick Cemetery Downsway Southwick**

The Head of Planning and Development outlined the application for Members and included a number of photographs to assist their consideration of the Tree Preservation Order.

**Decision**

The Planning Committee unanimously agreed that the Adur Tree Preservation Order Number 2 of 2021 be confirmed.

---

The meeting ended at 9.47 pm

Chairman

<b>Application Number:</b>	<b>AWDM/1732/21</b>	<b>Recommendation - Approve</b>
<b>Site:</b>	<b>Seaside Primary School, Freshbrook Road, Lancing</b>	
<b>Proposal:</b>	<b>Construction of a new sports hall with dry changing rooms, sports storage, accessible WC, and plant room, open air-source heat pump enclosure, and minor modifications to the existing footpath.</b>	
<b>Applicant:</b>	<b>New Horizons Academy Trust</b>	<b>Ward: Widewater</b>
<b>Agent:</b>	<b>Melissa Hitchcock - Burns Guthrie and Partners</b>	
<b>Case Officer:</b>	<b>Peter Barnett</b>	

The application related to Seaside Primary School which had an entrance off Freshbrook Road but which also backs onto residential properties in Seaside Road, Seaside Close and Seaside Avenue. It was proposed to construct a sports hall on the school playing field close to the western boundary with Seaside Close. The playing field sloped down from west to east and the hall would be located on the higher ground to the west.

The Principal Planning Officer brought to the committee's notice a late consultation response from Environmental Health who had stated no objection following an updated noise assessment, subject to conditions relating to hours of use, control of construction hours and a construction plan. The Officer also communicated there had been late representations in the form of two further letters of objection reiterating comments already received and clarification from the applicant on the grills on the west side of the building which, it was explained, were needed to ventilate the building.

The Officer delivered his presentation explaining that the applicants had amended the design to accommodate objectors' concerns. The entrance to the building was now to be on the east side of the building, the maximum height had been reduced by a metre to 7.7m and the building had been moved 2.5m further away from the boundary wall on the west side.

There were three representations from registered speakers objecting to the application and a further two presentations from ward councillors also objecting to the application. The objections raised included the proposed positioning of the sports hall on the school grounds and height of the structure. Objectors clarified that it was generally recognized that the construction of a sports hall was a positive addition to the school. However it was widely considered that the favourable option was that it be constructed on the lower western part of the site closest to Old Salts Farm Road (option A).

There were representations from three supporters, including the Headteacher of the school. He explained the proposed positioning of the sports hall and clarified in depth why the alternate location suggested, (option A), was not viable, for reasons including cost, suitability of the terrain and unfavourable impact on students.

During debate members considered the option of a deferral to enable the applicant and residents more time for discussion. However the legal representative advised the Committee that if they chose to defer, the applicant could go to appeal before the deferment decision. Members acknowledged the residents concerns but concurred with the Officers advice that the application was in accordance with the development plan. It was noted that strict conditions needed to be set regarding hours of use and members requested that the Officer reword the condition pertaining to hours of use to include disallowing use of the sports hall out of school hours and term times.

## **Decision -**

## **APPROVE**

### **Subject to conditions:-**

1. Approved Plans
2. Standard Time Limit
3. Construction Management Plan
4. The sports hall hereby approved shall be for school use during term time only and shall not be hired out or used by external groups at any time. The hall shall only be used between 7.30am and 6pm Monday to Friday and shall not be used at weekends or during school holidays. The ventilation louvres on the western elevation shall not be opened until 8am at the earliest.
5. Works of construction or demolition, including the use of plant and machinery, necessary for implementation of this consent shall be limited to the following times.  
Monday - Friday 08:00 - 18:00 Hours  
Saturday 09:00 - 13:00 Hours  
Sundays and Bank Holidays no work permitted  
Any temporary exception to these working hours shall be agreed in writing by the Local Planning Authority at least five days in advance of works commencing. The contractor shall notify the local residents in writing at least three days before any such works
6. The development hereby permitted shall be carried out in full accordance with the recommendations of the Noise Impact Assessment (ref. 5343\_002R\_2-0\_PA dated 22 Nov 2021) and all works which form part of the approved scheme shall be completed before the permitted use commences.
7. The level of noise breakout from the sports hall when in use shall not exceed 53dB LAeq,15min at the monitoring position specified in section 4.2 of the Noise Impact Assessment (ref. 5343\_002R\_2-0\_PA dated 22 Nov 2021).
8. Drainage 1
9. Drainage 2
10. The cumulative noise level from the air source heat pumps hereby permitted shall comply with the levels specified within the Noise Impact Assessment (ref. 5343\_002R\_2-0\_PA dated 22 Nov 2021). A test to demonstrate compliance

with the scheme shall be undertaken within one month of the scheme being implemented. All plant shall be maintained in accordance with manufacturers guidance and any future plant shall also meet the specified levels within the approved scheme.

11. Materials
12. No external lighting or floodlighting shall be installed except in accordance with details to be submitted to and approved in writing by the Local Planning Authority.
13. The development shall be carried out in full accordance with the Energy Statement by Delta Green dated 28th July 2021
14. The windows in the west elevation of the building hereby permitted shall at all times be glazed with obscured glass.
15. The door in the south elevation of the building hereby permitted shall remain closed except in emergencies and shall not be used for general access or ventilation.
16. Fire hydrant to be provided

<b>Application Number:</b>	<b>AWDM/1327/21</b>	<b>Recommendation - Approve</b>
<b>Site:</b>	<b>The Schooner, 146 Albion Street, Southwick</b>	
<b>Proposal:</b>	<b>Change of use from public house to a single dwelling</b>	
<b>Applicant:</b>	Mr Stephen McWilliams	Ward: Eastbrook
<b>Agent:</b>	Mr Rex Adams	
<b>Case Officer:</b>	Peter Barnett	

The Schooner Pub sat on the south side of the A259 overlooking the Lady Bee Marina and Shoreham Harbour, within the Southwick Riverside Conservation Area. This application proposed to convert the entire building into a single dwelling for use by the applicant's family. No external alterations were proposed.

The Principal Planning Officer brought some late representations to the committee's attention. West Sussex Highways had commented further that, following receipt of an amended parking plan, they had no objection. They had, however, requested an amendment to the parking plan that could be complied with in the conditions. They had also requested a cycle store and an electric car charging point. There had been two additional letters of objection and one of support and a further statement from the applicant reiterating that there was local alternative provision.

The Officer made his presentation including an explanation for the council change of recommendation. Upon further investigation into Policy 33 of the local plan it was determined that the application satisfied the conditions needed to change a community facility to a dwelling.

There were two representations from registered objectors and a third representation from an objector was read out. Objections raised were regarding the loss of a two hundred year old public house within the conservation area.

Both the applicants made representations explaining that the extensive efforts they had made to market the public house, along with a considerable injection of funds had failed to increase footfall for the business. They offered explanation as to why their application met the requirements of Policy 33 in regards to there being alternative provision available locally that was accessible, and equivalent in terms of quality. Both applicants alluded to having no intention to alter the exterior of the property. There was also one further representation supporting the application covering similar aspects.

During debate the members recognised the efforts made by the applicants to make

the public house a viable business and points were raised regarding it's lack of outside space and parking. It was also acknowledged that the stipulations in Policy 33 had been met in this regard along with it being proven that there was adequate alternative provision. Discussions also concluded that it was paramount that the exterior of the property was not altered.

## **Decision**

## **APPROVE**

### **Subject to conditions:-**

1. Approved Plans
2. Standard time limit
3. Removal of PD rights Part 1 Class A-D, Part 2 Class A, Part 3 Class L
4. No sleeping accommodation in basement or lower ground floor
5. Noise assessment prior to commencement and mitigation to be implemented prior to occupation
6. Notwithstanding the details shown on the submitted plans, no part of the development shall be first occupied until the car parking spaces have been constructed in accordance with plans and details to be submitted to and approved in writing by the Local Planning Authority. These spaces shall thereafter be retained at all times for their designated purpose.
7. No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority.
8. No part of the development shall be first occupied until electric vehicle charging spaces have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority

<b>Application Number:</b>	<b>AWDM/1846/21</b>	<b>Recommendation - Approve</b>
<b>Site:</b>	<b>18 Southdown Road, Shoreham-By-Sea</b>	
<b>Proposal:</b>	<b>Proposed garden room. Application to vary Condition 1 (approved plans) and Condition 3 (materials) of approved AWDM/1761/20 to allow use of concrete cladding to garden room, insertion of window to south elevation and reversal of roof pitch</b>	
<b>Applicant:</b>	<b>Mr Anthony Rathbone</b>	<b>Ward: St Nicolas</b>
<b>Agent:</b>		
<b>Case Officer:</b>	<b>Eve Hearsey</b>	

The subject of the application was to amend the previous approval for a garden room, positioned some 28m from the rear of the dwelling and 10m from the rear boundary at 18 Southdown Road, Shoreham. The site was within the Shoreham Conservation Area. The amendments sought were for a change of external cladding; an additional window in the south elevation; and to alter the pitch of the roof from having the fall to be onto the rear garden of the neighbouring property, no. 20.

There was a representation from one registered objector who declared opposition to the change of cladding and the height of the structure, which he deemed to be approx nine or ten inches taller than first proposed. The objector also voiced concerns regarding the encroachment of the new building over the boundary onto his property by a small amount (1 or 2 cm) and the fact that the changes had already been implemented without planning consent.

A registered speaker, the applicant, made a representation including an explanation regarding the appearance of the structure being higher on the side bordering the property at no 20. He clarified that this was due to the pitch of the roof being altered to avoid a gutter and down drainage pipe into the neighbouring garden. The speaker also addressed the change of cladding and addition of window, explaining that these changes had been deemed illustrative points only by their agent who advised them supplementary permission was not required. On realising this was misinformation he had submitted a further application for the alterations to the design.

During the debate it was ascertained that boundary issues were a civil matter and not a consideration for the committee. Discussion also considered that the



application was in part retrospective but members took advice from Officers to establish whether that should influence any decision made.

**Decision -**

**APPROVE**

**subject to the following conditions:-**

1. Approved plans
2. Building to be used ancillary to the main dwelling and for no other purpose
3. No windows facing no. 20

Application Numbers:	AWDM/1179/21 & AWDM/1180/21	Recommendation - APPROVE
Site:	9 The Street, Shoreham-By-Sea, West Sussex	
Proposal:	Single storey building to south to provide a kitchen and bedroom with a shower room with glazed link to connect the new and existing buildings (planning permission and listed building consent)	
Applicant:	Mr and Mrs Doran	Ward: St Nicolas
Agent:	James Breckell Architects	
Case Officer:	Hannah Barker	

The Planning Services Manager brought to the committee's attention one further letter of support, expressing the view that the application was sympathetic to heritage aspects and one further letter of objection, stating that the absence of a daylight, sunlight and overshadowing report meant it was not possible to comment upon the impact to the neighbouring property.

The Officer gave his presentation stating that planning permission and listed building consent was being sought for a single storey extension to the southern side of the Listed cottage to be connected with a glazed link. He explained how the new structure would look, the reasons behind its design and what aspects of it would affect the view from neighbouring properties. In addition he clarified that an existing garage would be demolished.

There was one representation from a registered objector who expressed concerns regarding the proposed size of the extension and the effect it would have on the view from his property as well as privacy concerns.

The agent gave his representation explaining that this application was a resubmission. The previous application had been designed around keeping the existing garage but after working with the Conservation Officer the applicant had agreed to the removal of the garage which resulted in the proposed structure being moved 1m further back from the boundary of the neighbouring property.

During the debate the Members established that the question of a neighbouring property's view was not a matter for a planning committee. The design of the proposed building was generally found to be pleasing and the affect on light

received by the neighbouring land was deemed to be minimal, owing to the fact that the adjacent property was at a 90 degree angle to the proposed extension.

**Decision -**

**APPROVE**

**Subject to conditions:-**

1. Standard Time Limit
2. Approved Plans
3. Rear kitchen window shall be obscure glazed and non opening, No additional windows on west or south side
4. Prior to occupation of the extension hereby permitted the glazed link shall be constructed to join the extension to the main house in accordance with details to be submitted to and approved by the Local Planning Authority to include details of the junction between the glazed link and the listed building and roof construction details.
5. Prior to commencement of works details of the proposed bricks, mortar colour, timber windows (to include opening details) and external doors (to include moulding details), clay tiles including ridge and bonnet hips, finish of triangular roof gablets, soffits and fascias shall be submitted to and approved by the Local Planning Authority. Work shall be carried out in accordance with such details.
6. Hedge to remain and trees to remain.

<b>Application Number:</b>	<b>AWDM/1877/21</b>	<b>Recommendation - Approve</b>
<b>Site:</b>	<b>Groundsman's Shed Lancing Manor, Manor Road, Lancing</b>	
<b>Proposal:</b>	<b>Change of use from groundsman's shed to workshop with storage area and quiet room for social, educational and recreational activities.</b>	
<b>Applicant:</b>	<b>Men In Sheds Lancing &amp; Sompting</b>	<b>Ward: Manor</b>
<b>Agent:</b>	<b>Mr Andrew Brook</b>	
<b>Case Officer:</b>	<b>Peter Barnett</b>	

The application related to a group of buildings at the north end of Manor Park which were owned by the District Council and were previously used for storage of grounds maintenance equipment. Permission was granted in 2019 to use the buildings in connection with a community group known as "Men In Sheds" which provided a space for residents to come together and carry out woodworking with the aim of challenging isolation and improving wellbeing. This application proposed taking over the Groundsman's Building to complement the existing facilities in Manor Park, The Barn and The Garage.

### **Decision**

### **APPROVE**

### **Subject to conditions:-**

1. Approved Plans
2. Standard 3 year time limit
3. No external working or storage shall take place anywhere on the site to which this permission relates and all working shall be confined to within the buildings.
4. No working (including arrival, reception or despatch of deliveries) shall take place on the premises except between the hours of:-  
9.00 am and 4.00 pm on Mondays to Fridays inclusive  
08.30am and 4.00pm on Saturdays  
nor at any time on Sundays or Public Holidays.

5. The premises shall be used as a workshop Class E(g) (iii), for storage (Class B8) and as a meeting place for the local community (Class F2(b)) as set out in the application and for no other purpose within Class E, F or B8 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (or in any provision equivalent to that class in any Statutory Instrument revoking and re-enacting that Order with or without modification).
6. There shall be no external alterations to the buildings without the prior written consent of the Local Planning Authority.
7. No retail sales shall take place from the buildings at any time.

This page is intentionally left blank