



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF THE PLANNING AND INFRASTRUCTURE COMMITTEE HELD IN THE KING SUITE, ANGERING VILLAGE HALL ON TUESDAY 23 JANUARY 2024 AT 7.30PM

- Committee:** Sylvia Verrinder (Chair), Renée Hobson (Vice Chair)  
Paul Bicknell, John Oldfield, Norma Harris, Matthew Want, David Marsh, Bill Hall and Nikki Hamilton-Street (as Chair of APC)  
For the meeting to take place 3 committee members need to be present, this is known as quorum and is a legal requirement.
- Present:** Councillors; Sylvia Verrinder, Norma Harris and David Marsh.
- In attendance:** No members of the public were present.
- Acronym:** Planning and Infrastructure Committee: PI; Angmering Parish Office: APC; West Sussex County Council: WSCC; Arun District Council: ADC; South Downs National Park: SNDP; Conservation Area: CA; Environment Agency: EA; AFAS: Angmering Flood Alleviation Scheme.

AGENDA ITEM	MINUTE NO.		ACTION FOR
1	23/207	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr Renée Hobson (Vice Chair) Cllr John Oldfield, Cllr Matthew Want, Cllr Bill Hall and Cllr Nikki Hamilton-Street. Apologies were not received or approved for Cllr Paul Bicknell.	
2	23/208	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> There were none declared; however, it is to be noted that applications A/2/24 and A/3/24 are from the Angmering Parish Council – no decision or comments will be made.	
3	23/209	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting held on Tuesday 12th December 2023 and 2nd January 2024. These were approved by those present and signed by the Chair.	
4	23/210	<b>THE CHAIRS REPORT ON ANY MATTERS OF INTEREST AND THOSE OUTSTANDING FROM THE PREVIOUS MEETING, BUT NOT INCLUDED ON THIS AGENDA. TO ALSO INCLUDE AN UPDATE ON THE STATUS OF THE ACTION LIST.</b> The Chairs Report was sent to all members (see attachment)	

**Additional items:**

**1 - Resilience to flooding Seventh Report of Session 2023–24**

Report, together with formal minutes relating to the report Published 17<sup>th</sup> January 2024 by the House of Commons Committee of Public Accounts.

**2 - Making Effective Planning Representations**

This morning the Clerk and I attended a Zoom meeting run by Steve Tilbury for WSALC. This was about how we analyse planning applications and how we can effectively respond to the Local Planning Authority Officers and persuade them to consider and value our comments. The slides will be shared with all.

**3 - Rights of Way**

You were all sent information from WSCC regarding the diversion or extinguishment of certain Rights of Way – are there any comments? – No comments made

**4 - Our Shared Future - TCPA White Paper for Homes and Communities**

Also sent to you is the full report and executive summary of this white paper – are there any comments? – No comments made.

**5 - Damaged Culvert South of Heron Park Development and St Margaret’s School**

The Clerk is continuing to press for information from WSCC as to the action they intend to take regarding the damaged culvert from Garden Close to Arundel Road. A map has been received from WSCC showing the amount of damage along this pipe – We are currently awaiting a date for the next meeting, the possible cost of the project and the actions to be taken.

**6 - WSCC – Communities, Highways & Environment Scrutiny Committee**

A Committee meeting was held yesterday in which two items were discussed that could affect Angmering:

**Agenda Item 6 - Lessons Learned from Major Projects** – discussion was on the construction of the A259 and A2300. The paperwork was sent to you all for your comments. Comments were received from both Cllr Hamilton Street and Cllr Verrinder. The Clerk passed these onto Cllr Urquhart for possible inclusion in the discussion. Now awaiting the minutes of that meeting. The Clerk will also contact the Project Manager at WSCC to discuss these comments and concerns.

**Agenda Item 5 – New Process for TROs and Community Highways Schemes** –

The paperwork was sent to you all, if you have any questions or comments, please let the Clerk and myself know for discussion at the next P&I meeting when there will be a full update on Angmering Highways matters.

**7 – Levelling Up Act Training**

Just a reminder that Cllrs from Angmering and surrounding Parishes will be attending this training at the Angmering Community Centre tomorrow evening. Angmering will be represented by The Clerk, Cllrs Verrinder, Hamilton-Street, and Oldfield.

**5      23/211    PUBLIC CONSULTATION**

No members of the public were present.

Cllr Marsh asked why the No 9 bus has been missing out the north of Angmering, the Clerk is to find out why and if this is continual, also why APC has not been informed of any changes.

**6      23/212    PLANNING APPLICATIONS**

To consider Arun District Council File Lists 152 and 153 of 2024:

**FILE LIST 152 – Observations to Arun District Council by 1 February 2024**

<b><u>A/254/23/HH</u></b> Converting existing conservatory to an extension. <b>DECISION: No Objection</b>	<b><u>ADDRESS</u></b> 55 Foxdale Drive Angmering
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<p><b>COMMENT:</b> Concerns that are raised and noted in the BSB/23074/5 (Plan 5 of 5) dated 5 Dec 23 are to be considered. Also, that dark night sky and light pollution policies are adhered to regarding the roof light.</p> <p><b><u><a href="#">A/260/23/HH</a></u></b>  Single storey side/rear extension, new car port and installation of solar panels, following the demolition of existing extensions, outbuildings and garage.</p> <p><b>DECISION: No Objection</b></p> <p><b>COMMENT:</b> APC welcomes the update of this property bringing it into line with the design features and materials of the main property. Loss of Trees and hedges are to be replaced in accordance with the APC Tree Policy. Need a drainage engineer report to accept the proposals in the planning statement. As stated in the planning statement this property is NOT within the Angmering Conservation Area and therefore will have no negative impact on the Angmering Conservation Area or any sites of historical interest.</p> <p><b><u><a href="#">A/247/23/NMA</a></u></b>  Non material amendment following the grant of A/64/21/PL for change in the proposed plans and elevations for the bin/cycle store.</p> <p><b>DECISION: No Objection</b></p> <p><b>COMMENT:</b> APC considers that this is an improvement on the previous plan.</p> <p><b><u><a href="#">A/259/23/DOC</a></u></b>  Approval of details reserved by condition imposed under A/81/23/PL relating to condition 4-lighting scheme.</p> <p><b>DECISION: No Objection</b></p> <p><b>COMMENT:</b> APC are in agreement with the reports from Ecology and Environmental Health</p> <p><b><u><a href="#">A/263/23/CLP</a></u></b>  Certificate of lawfulness for a proposed change of use from class E (c) to class E (a) including minor internal works.</p> <p><b>DECISION: No Objection</b></p> <p><b>COMMENT: No Comment</b></p>	<p><b><u>ADDRESS</u></b>  Orchard House  Roundstone Lane  Angmering</p> <p><b><u>ADDRESS</u></b>  Shrublands  Roundstone Lane  Angmering</p> <p><b><u>ADDRESS</u></b>  Land to the rear of  Station Road  Angmering</p> <p><b><u>ADDRESS</u></b>  The Barbers Lounge  The Cottage High  Street Angmering</p>
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	<b>ADDRESS</b>
<p><a href="#"><u>A/242/23/HH</u></a>                      Single storey front porch extension, rear dormer extension, rooflights, new crossover, and proposed fencing. Alterations to fenestration and openings. Installation of 2 x electric charging points. Demolition of existing garage , shed, greenhouse and chimney stack.  <b>DECISION: No Objection</b>  <b>COMMENT: Design and Materials to match the existing dwelling.</b>  <b>Destruction of any trees and hedges are to be replaced in accordance with the APC Tree Policy.</b></p>	<p>Flint Cottage West Drive                      Angmering</p>
<p><a href="#"><u>A/2/24/T</u></a>                      5 No. Limes (T1-T5) pollard back to previous points. 1 No. Lime (T6) crown reduction to a height of 6m and lateral spread of 5m and crown lift to 3m above ground level.  <b>As this is an APC Application, P&amp;I Committee cannot make any comments.</b></p>	<p>War Memorial, The Square                      Angmering</p>
<p><a href="#"><u>A/1/24/DOC</u></a>                      Approval of details reserved by condition imposed under reference A/99/17/OUT, relating to condition 33 - External lighting.  <b>DECISION: No Objection</b>  <b>COMMENT: APC has no objection and agrees with Environmental Health</b>  <b>All lighting to comply with Dark Night Sky &amp; Light Pollution Policies.</b></p>	<p>Land South of Water Lane                      Angmering</p>
<p><a href="#"><u>A/264/23/DOC</u></a>                      Approval of details reserved by condition imposed under A/248/23/PL relating to condition 21 - location and installation of fire hydrants.  <b>DECISION: Objection</b>  <b>COMMENT: APC agrees with WSCC that there are insufficient Fire Hydrants shown on the plan. There should be 9 but the plans show only 6.</b></p>	<p>Land North of Water Lane and South of A27 inclusive of Angmering Oval Raceway (Bellway only Parcel)</p>
<p><a href="#"><u>A/3/24/TC</u></a>                      1 No. Lime (T7) crown reduction to a</p>	<p>War Memorial,</p>

<p>height of 6m and lateral spread of 5m and crown lift to 3m above ground level in the Angmering conservation area.  <b>As this is an APC Application, P&amp;I Committee cannot make any comments.</b></p> <p><u><a href="#">A/4/24/DOC</a></u>  Approval of details reserved by condition imposed under reference A/144/15/PL, relating to condition 15 - Ecological enhancements.  <b>DECISION: No Objection</b>  <b>COMMENT: Until the planted trees have grown to accommodate wildlife, APC welcomes the effort being made to encourage homeowners to place the boxes on their property. It is hoped that more properties will follow suit.</b></p>	<p>The Square Angmering</p> <p>Land at West End Nursery Roundstone Lane Angmering</p>
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- 7      **23/213 PLANNING APPLICATIONS NOT ON A WEEKLY**  
None.
- 8      **23/214 WEST SUSSEX COUNTRY COUNCIL PLANNING APPLICATIONS**  
None.
- 9      **23/215 SOUTH DOWNS NATIONAL PARK PLANNING APPLICATIONS**  
None.
- 10     **23/216 PLANNING DECISIONS – NOT APPROVED**  
The refusals were noted by the committee.
- 11     **23/217 LICENSING MATTERS**  
None.
- 12     **23/218 CONSERVATION AREA REPORTS**  
Still awaiting report from ADC on the presented extension assessment regarding Weavers Hill.  
The Clerk will continue periodically to contact the Conservation Officer for an update.
- 13     **23/219 SOUTH DOWNS NATIONAL PARK**  
On 7th December the NPA held its Winter Workshops where it discussed the process and progress of the Local Plan Review. Unfortunately, Angmering were not informed of this workshop, so our representative was unable to attend, this is disappointing as when reviewing our own Neighbourhood Plan, we must take both the SDNP and ADC Local Plans into consideration. A copy of the presentation slides can be found on the National Park website. Would the Clerk please write to the SDNP requesting that APC are informed of any further workshops relating not only to the Local Plan Review but also to any other matters that will affect Angmering.
- 14     **23/220 COMPLIANCE**  
Redrow Development South of A259 has been found in breach of conditions. It is understood that dwellings are being occupied contrary to conditions imposed that entrance onto and exit off the site should be by

an entrance along the A259 and note the A280 Roundabout which they are currently doing. More information required as to action to be taken and penalties imposed. The Clerk will continue to request updates from ADC.

**15 23/221 APPEALS**

Application A/216/23/PL The Beeches, Crete House, Dappers Lane. On the ADC Agenda for 17th January 2024, it was mentioned that there is an appeal awaiting action and decision. Decision Level – Delegated. PINS APP/C3810/W/23/3322262. APC will make comment when appeal hearing date is known.

**16 23/222 CORRESPONDENCE**

None.

**17 23/223 HIGHWAYS MATTERS**

A full highways matter report is to be brought to the next P&I Meeting in February

**18 23/224 ADC GYPSY AND TRAVELLERS' DEVELOPMENT PLAN**

This was brought to committee previously. The site known as the Caravan Site is in Angmering and will not be included in the updating of sites and will therefore remain as is. The Committee noted this and had no comments to make.

**19 23/225 ARUN DISTRICT COUNCIL PLANNING COMMITTEES**

**Planning Committee Meeting**

Next planned meetings, to be held on Wednesday 14th February 2024 at 1400hrs.

Awaiting publication of the agenda.

**Planning Policy Committee**

Next meeting to be held is on Tuesday 30th January at 1800hrs.

Agenda now published. There are four items that would affect Angmering: -

Agenda Item 8 – Authority Monitoring Report 22/23 includes Biodiversity Monitoring Report. An interesting document which shows what they have been doing in Angmering, this includes the number of houses built.

Agenda Item 9 – Arun Brownfield Land Register (Part 1)

Agenda Item 10 – Revised NPPF – December 2023

Agenda Item 11 – Arun District Design Guide Update.

**20 23/226 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**

1. This Committee:  
Highway Matters Update

2. Full Council:  
None.

**DATE OF NEXT MEETING**

The Committee's next meeting is on Tuesday 13 February 2024 at 7.30pm, King Suite, Angmering Village Hall.

The meeting concluded at **20:15**

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Chairman

Date.....

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# Planning & Infrastructure Committee Chairs Report 13<sup>th</sup> February 2024

## **Damaged Culvert South of Heron Park Development and St Margaret's School –**

The Clerk is continuing to press for information from WSCC as to the action they intend to take regarding the damaged culvert from Garden Close to Arundel Road. A map has been received from WSCC showing the amount of damage along this pipe – We are currently awaiting a date for the next meeting, the possible cost of the project and the actions to be taken.

## **Levelling Up Act Training – 24<sup>th</sup> January 2024**

Angmering was represented by The Clerk, Cllrs Verrinder, Hamilton-Street, and Oldfield. By now you will have received a copy of the presentation slides – are there any questions or comments?

## **Planning Policy Committee Tuesday 30<sup>th</sup> January**

**Agenda Item 8** – Authority Monitoring Report 22/23 includes Biodiversity Monitoring Report. An interesting document which shows what they have been doing in Angmering, this includes the number of houses built. The Committee noted the Authority Monitoring Report for publishing.

**Agenda Item 9** – Arun Brownfield Land Register (Part 1) – It is interesting to see that Angmering has only one site classed as brownfield; this site is now being developed as a McCarthy Stone Residential Home. The Committee noted the 2023 Brownfield Land Register (Part 1).

**Agenda Item 10** – Revised NPPF – December 2023 -The Chair explained that the amendments made to the (NPPF) were far removed from the original statements made by the Government and the consultation that took place, which was disappointing. The Chair read in full to the Committee, paragraph 4.2, bullet points 6 and 7 which outlined the main changes to the NPPF. Referring to bullet point 6, the lengthy pause in the Local Plan had not been beneficial, as it was not at an advanced stage. It Subject to approval at the next Planning Policy Committee meeting was disappointing that the requirement to demonstrate a 'buffer' to demonstrate over and above the 5-Year requirement, detailed at bullet point 7, had not been removed as expected. The Committee noted the contents of the revised NPPF.

**Agenda Item 11** – Arun District Design Guide Update. RESOLVED That the Design Guide Update Supplementary Planning Document is agreed (adopted) on the 20 February 2024.

For further information and understanding please read these reports as they will affect APC especially with the production of the revised Neighbourhood Plan.

## **Boundary Fence – Herons Park.**

The Developer Persimmon has sent out a letter to all the affected residents and by end of play all, but one resident has replied. Persimmons are currently working on the design of the fence and will be presenting the new plan to ADC for approval. ADC is awaiting an application soon.

## **Applications Part Approved**

Application A/241/23/DOC - Land North of Water Lane

- Condition 14 Part Approved - details submitted only relate to Plot 1 – 155 only.
- Condition 17 Part Approved Details have been submitted for Plots 1-155 only.
- Condition 18 Part Approved The application seeks to discharge the Residential Travel Plan only. the Employment Travel Plan is not discharged.
- Condition 19 **Refused**. There is insufficient information to discharge some of the elements of the condition and the surfacing is not acceptable.
- Condition 29 – **Refused** - Condition 29 seeks the submission and approval of a completion report by an independent engineer confirming that the approved drainage scheme has been implemented in full. Condition 27 secures the proposed detailed surface water drainage scheme; however, this condition has



not yet been approved. Therefore, as there are no approved surface water plans, it is not possible to have a completion report confirming that the approved details have been implemented.

### **Operation Watershed**

Information has been received from WSCC that Operation Watershed is celebrating its first 10 years. Angmering has since the start been awarded funding for the following projects: -

- The Camera at the entrance to the Black Ditch Culvert at the Water Lane/Weavers Hill Junction, this has proven to be very successful and enabled not only APC and Residents to monitor the water levels but also the Environment Agency.
- Cow Lane flooding issues and resurfacing
- Village Hall flood defences
- Ham Manor flood defences.

If you are aware of any other area within Angmering that would benefit from this funding, please let the Parish Clerk know.

*Cllr Sylvia Verrinder TD*

Councillor Sylvia Verrinder TD

Chair: Planning & Infrastructure Committee

6<sup>th</sup> February 2024



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# SUPPORTING PAPER

## ANGMERING PARISH COUNCIL

### PLANNING AND INFRASTRUCTURE COMMITTEE MEETING

#### TUESDAY 13 FEBRUARY 2024

#### AGENDA ITEM 17 – HIGHWAYS MATTERS REPORT.

Below is a list of all the items which were discussed with 2 WSCC officers regarding roads, signs, speed limits, improvements and suggestions.

1) **Line Markings –**

**Water Lane** – Some work has been completed – SLOW markings and markings around speed humps still required. Report completed on WSCC website for this area.

**Bramley Green** – No work has been completed yet around pinch points and speed roundels. Report completed on WSCC website for this area.

**High Street.** Looks like some roundels have been and markings around speed humps done but not the SLOW signs. Report completed on WSCC website for this area.

**Arundel Road** – Request put in to repaint the slow floor markings.

**Station Road** – Keep Clear, SLOW and dragons teeth around speed bumps floor signs faded. Report completed on WSCC website for this area.

2) **Nursery Road** - Can you put some extra speed signs up, there is one on the road as you come in from Roundstone Lane, says 20mph, a majority of people do not appear to see it.

All road markings are very worn, we have pinch points on the road, the road markings need to be renewed to indicate where to stop and wait at these places and also the arrows need to be renewed to show people where to pull across, safety is a priority for vehicles and pedestrians of all ages.

Reported line issues down Nursery Road, adjoining roads – including pinch points and speed bumps.

Reported the need for more 20mph roundels on posts down length of Roundstone Lane to help with speeding and floor markings on speed bumps.

3) **High Street into village.** Fast traffic – suggestion slow sign, bend?

A report has been submitted for the yellow lines to be repainted, 20mph floor markings to be repainted, as well as the addition of a SLOW floor marking as you travel from the top, down towards the village.

- 4) **Further speed restrictors in Arundel Road** – We can now not go forward (at this time) with extending the 20mph zone due to the change to 30mph further up Arundel Road by the developer. We will move forward once this has been completed.
- 5) **North Drive.** Speed of traffic. Its next to a 20mph road and people use it as a cut through. The officers stated there was not much that could be done apart from report Antisocial Driving to Operation Crackdown and request speed checking.
- 6) **Parking outside the shops and white parking lines.** Wider spaces and remove hatching/sideways bay to allow for more but wider spaces. 2 hour limit TRO?  
Olly to send through details of parking teams email.  
The office have reported parking bay issue online via WSCC website, and it can be directed to the relevant team for action.
- 7) **Cut back Weavers Hill foliage.**  
This job is on the teams list, but due to budget remaining, it may have to wait.
- 8) **Chantryfield** – repaint double yellow lines, causing parking issues. Reported to WSCC
- 9) **Roundabout – Palmer Road** – Submitted a planting request to WSCC to improve this area.
- 10) **Area outside houses on Station Road** – flooding constantly and near a school. Ongoing issue for many years and nothing done. Officer stated that gully clearing is to be done – probably in the next 6-9 months!
- 11) **Road surface outside Downs Way shops.**  
Officer stated that he was due to attend and look at the whole road – he was shown what the surface is like outside the shops.
- 12) **TRO – Dappers Lane** – reaffirmed that 20mph limit is what is being asked for along this road, not a 30mph as WSCC are suggesting. This is due to increase in traffic, walkers, users of the road.
- 13) **TRO – B2140 Yellow Line extension** – All information is with WSCC – after a suggestion by WSCC officers, the Clerk has gone to Rustington Parish Council to advise them of the suggestion WSCC have made with regards to yellow lines between The Lees and Angmering Lane, Rustington.
- 14) **Unsuitable for HGV signs** – one has been added on the Blue Star Roundabout. The 2 that were supposed to be positioned on the A280 will be held until the new road lay out is in place.