

**CHICHESTER CITY COUNCIL**

**MINUTES OF THE PLANNING AND CONSERVATION COMMITTEE MEETING**

**HELD ON WEDNESDAY 4 JUNE 2014 AT 5.30PM**

- PRESENT : Councillors Budge, P Dignum, Rees and Woolley (Chairman)
- EX OFFICIO : The Mayor (Councillor Hughes)  
Councillor Plowman
- ALSO PRESENT : Councillor Macey
- IN ATTENDANCE : Planning Adviser and Mayoral/Administrative Assistant
- APOLOGIES : Councillor Chaplin  
The Deputy Mayor (Councillor Siggs)  
Councillor Shone

**1 ELECTION OF CHAIRMAN**

It was proposed, seconded, put to the vote and RESOLVED that Councillor Woolley be elected Chairman of the Planning and Conservation Committee for the remainder of the Council year. There were no other nominations.

**2 APPOINTMENT OF VICE-CHAIRMAN**

It was proposed, seconded, put to the vote and RESOLVED that Councillor Budge be appointed Vice-Chairman of the Planning and Conservation Committee for the remainder of the Council year. There were no other nominations.

**3 TO CONFIRM CHAIRMAN AND VICE-CHAIRMAN MEMBERSHIP OF SUB-COMMITTEES: NAMELY PLANNING DELEGATION SUB-COMMITTEE.**

In accordance with Standing Order 45, the Chairman and Vice-Chairman were asked to indicate membership of the Sub-Committee reporting to the Planning and Conservation Committee, namely: Planning Delegation Sub-Committee.

The Chairman and Vice-Chairman indicated that they wished to serve on the Planning Delegation Sub-Committee.

**4 MINUTES**

RESOLVED that the Minutes of the meeting held on 7 May 2014 having been printed and circulated were signed by the Chairman as a correct record.

**5 DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING**

The Chairman and Councillors Budge and Dignum as members of Chichester District Council, declared a Personal Interest. Councillor Dignum, as a Board Member and Trustee of the Graylingwell Community Development Trust declared a Personal Interest in Item 7 on the Agenda.

## 6 PLANNING CONTRAVENTIONS

### (i) Gold Arts, 1 East Street

The Chairman mentioned the new window sill on the Gold Arts premises which appeared to be different to the original. The Planning Adviser had reported this to Dr Ian Wightman, the Historic Buildings Adviser at Chichester District Council.

### (ii) 3 Store, Telephone Shop, 68 East Street

The Chairman said that the 3 Store had a hanging sign outside and the Planning Adviser was asked to investigate this.

### (iii) Pandora, 79 East Street

The Planning Adviser informed the Committee that the District Council had issued an Enforcement Notice in respect of the raised lettering on the fascia board of Pandora in East Street.

### (iv) A Boards

Councillor Macey enquired of the policy for the display of unauthorised A boards on the highway. The Planning Adviser said that District Council had informed him that the owners of A boards were informed about removal of them on a phased basis. Councillor Budge asked if it was possible to obtain a breakdown of this information from the District Council. The Planning Adviser would enquire about this.

### (v) The Guitar Shop, The Hornet

The Mayor mentioned the “blacked out” windows at the Guitar Shop at the Hornet. The Planning Adviser had already referred this matter to the District Council Enforcement Team which would enquire as to the outcome.

The question of the legislation regarding seating areas outside cafe/restaurants located on the highway in the city centre was raised. Councillor Dignum expressed concern that some businesses had seating outside their premises which could cause hazards to pedestrians attempting to negotiate around it. Eastgate Square was mentioned. Councillor Plowman said that the City Centre Manager was aware of this and it was suggested that she be contacted in the first instance. The Planning Adviser was asked to pursue this matter in respect of Eastgate Square.

RESOLVED that the Planning Adviser take the necessary action.

## 7 APPLICATIONS FOR PLANNING PERMISSION

Extract from List 19

CC/14/01018/OUT - Case Officer: Jeremy Bushell

Mr Gavin Bourne

Graylingwell Hospital College Lane Chichester West Sussex

Hybrid outline application for Graylingwell Park including Kingsmead Avenue incorporating revised masterplan layout for up to 397 dwellings of which detailed permission is sought for 17 dwellings. Proposals include increased parking provision, revised architectural styling, CCDT community buildings, revised employment floor space, a C2 care home and re-location of Havenstoke Park children’s play area.

The Chairman advised the Committee that he had received a number of comments from the Graylingwell Park Residents Association which he read to the Committee cross referring each comment to Plan 1.

The Planning Adviser reported that there were 5 letters of objection on the web site and summarised the comments of the CCAAC and Chichester Society.

After some debate the Planning Adviser sought the views of members regarding a site visit to Graylingwell so that members could acquaint themselves with some aspects of the proposed re-development of Graylingwell Park. He said that a site visit would be very useful pending further discussion and recommendations at the next meeting of the Committee. Councillors Budge, P Dignum, Plowman and Woolley indicated their willingness to participate. The Planning Adviser was requested to contact the developers to obtain suitable dates for such a visit and report back to members.

RESOLVED that consideration of this application be deferred to the next meeting and the Planning Adviser make arrangements for a site visit.

#### 8 ELECTRONIC CONSULTATION ON PLANNING APPLICATIONS -TRAINING SESSION TO BE HELD AT THE DISTRICT COUNCIL OFFICES ON 11 JUNE 2014

The Planning Adviser informed members of his attendance at a training session for Parishes to be held at Chichester District Council on 11 June 2014 at 5.15pm. Topics for discussion included:

- Reminder of required equipment
- Refresher of the current consultation process
- An introduction to 'Consultee Access'
- How to prepare a Planning Application Meeting Agenda
- How to use measuring tools
- Options for opening/closing plans/minimising screen etc

Councillor Budge enquired of internet access for the Council Chamber.

The Mayoral/Administrative Assistant said that it was her understanding that the proposed software for the new electronic system now incorporated a more sophisticated measuring tool for plans which could be undertaken without the need for internet access. She invited members questions about the new system prior to the Planning Adviser's attendance at the training session.

RESOLVED to note the current situation.

#### 9 MINUTES OF SUB-COMMITTEES AND WORKING GROUPS

The minutes of the Planning Delegation Sub Committee meetings held on 7 May and 21 May 2014 having been previously circulated, were approved and adopted.

#### 10 ITEMS FOR INCLUSION ON THE NEXT AGENDA

- Concept Statements
- Keats Sculpture
- Site visit to Graylingwell
- Westhampnett planning application for housing development
- White House Farm update on Concept Statements
- Electronic Consultation on Planning Applications - feedback

#### 11 DATE OF NEXT MEETING

Wednesday 2 July 2014 at 5.30pm

The meeting closed at 6.55pm.