

**MINUTES OF THE VIRTUAL MEETING OF
THE PLANNING AND CONSERVATION COMMITTEE MEETING HELD
ON WEDNESDAY 27 MAY 2020 AT 5.30PM**

- PRESENT:** Councillors Bell, Bowden, Gaskin, Joy (Chairman)
and Turberfield (nee Norrell)
- EX OFFICIO:** The Mayor (Councillor Plowman)
Deputy Mayor (Councillor J Hughes)
Councillors Apel and Scicluna
- IN ATTENDANCE:** Town Clerk, Deputy Town Clerk, Member Services Support Officer,
Planning Adviser and Mayoral/Administrative Assistant
Councillors Jamie Fitzjohn, Mike Magill, Louise Goldsmith (West Sussex
County Council)
Mr Richard Brooks, Brooks Brothers Developments (for Item 6(ii))
Carol Knight, local resident (for CC/20/01017/FUL)
Several members of the public were also present

The Mayor in the Chair for the first item.

The Mayor reminded participants that this was the first meeting to be held under the new virtual meeting arrangements. This was a meeting in public, just the same as the Committee's meeting would have been had it been held in the Council Chamber. He outlined meeting protocols, including the need for clear voting practice to be adopted by Councillors.

1 ELECTION OF CHAIRMAN

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

3 MINUTES

RESOLVED that the Minutes of the meeting held on 4 March 2020 having been printed and circulated be approved and be signed by the Chairman as a correct record at a later date.

4 UPDATE FROM THE PREVIOUS MINUTES

Any actions arising from the previous Minutes were included on the Agenda

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

The Mayor and Councillors Apel, Bell and Bowden as members of Chichester District Council, declared a Personal Interest. The Mayor declared a Personal Interest as a member of the CCAAC. Councillor Bowden also declared a Personal Interest in Item 11 but emphasised the was Non-Pecuniary. Councillor Scicluna declared a Personal Interest as a member of CCAAC and the Murray Club. Councillor Bell declared a Cabinet Member for Growth, Place and Regeneration.

The Chairman advised the Committee that because of the number of members of the public present for Item 9 on the Agenda, that this item would be taken first.

6 SAFER CYCLING AND PEDESTRIAN SCHEMES - TO CONSIDER SHORT-TERM IDEAS DURING THE COVID-19 PANDEMIC

Councillor Sharp, who had requested for this item to be included on the Agenda, was asked by the Chairman to introduce this item.

Councillor Sharp emphasised the need to re-think the public space to reduce the risk of the virus whilst travelling on foot or by bike. Ideas suggested where:

- Dedicated cycle and pedestrian routes
- Pop up cycle lanes could be explored
- Wider Pavements

West Sussex County Councillor Jamie Fitzjohn responded by saying that plans were being developed by West Sussex County Council.

Plans to boost cycling and walking provision in West Sussex, to help people socially distance more easily during the COVID-19 pandemic, were being developed by West Sussex County Council.

It followed the recent announcement that the Government had made £250 million available nationally to help make safe space for walking and cycling. It was not yet clear how much of that funding will be allocated to West Sussex.

The Cabinet Member for Highways and Infrastructure had previously said that WSCC were working closely with the district and borough council partners, particularly in respect of town centres and high streets. Officers were currently pulling together a list of potential projects from existing plans, such as the West Sussex Walking and Cycling Strategy, and suggestions that have been from local organisations.

A considerable number of comments, some 200 County wide, had been received regarding the government's comments with regards to pop-up cycle and walking plans. It was important to note that WSCC did not have the resources to assess every pathway. Members of the public should also take responsibility for ensuring their journeys were safe and continue to use the highway network whilst adhering to the guidance about social distancing.

Whilst there were not specific ways for analysing many of the issues, WSCC officers knowledge and expertise would need to be relied on. Specific requests could be raised through the WSCC website with as much information as possible to help officers understand what and where the issues were.

He said that it was important to note that there were two specific issues – Temporary Measures and Permanent Measures which were two separate things.

Councillor Bell expressed concern about the Northgate underpass in particular which was supported by Councillor Sharp. Eastgate Square was also mentioned.

Councillor Fitzjohn commended the ideas already put forward by the City Council and said that he would continue to update the City Council on a regular basis.

Councillor Fitzjohn was thanked by the Chairman for updating members on the current situation.

Councillor Bowden asked about funding and the Town Clerk explained that there was CIL funding available for specific projects, he said that, for some time an item had been included in the City Council's Infrastructure Business Plan (IBP) about improving cycling provision in Chichester. As yet, this item did not have a specific amount allocated to it so it would be perfectly possible, with Council approval, for the City Council to 'buy into' funding projects in the City where the County Council were unable to. In order to address the urgency of the situation and concern expressed by some Councillors, he assured the meeting that once the list of projects had been received from the County Council, there were a number of very straightforward ways in which decisions could be made by the City Council without undue delay. As the debate continued, a proposal by Councillor Bowden that £100,000 be made available from CIL funds for cycling improvements be withdrawn pending receipt and consideration of the list of projects from the County Council.

RESOLVED that the Committee fully support the principle of cycling and pedestrian improvements taking place in Chichester as a result of the Covid-19 emergency and that once the list of projects was received from West Sussex County Council it be considered at the earliest opportunity by the City Council with specific reference to funding provision of projects being allocated via CIL funds through the IBP.

Post Meeting Note: the allocation of CIL funding would have to be done on the basis of partnership project working between the City and County Councils rather than direct funding to the County Council, this being a requirement of CIL funding.

The Chairman suggested that Item 8 be taken next as the Property Manager was in attendance.

7 STREET NAMING AND NUMBERING – BARTHOLOMEWS (BELLWAY HOMES)
PLOT TO POSTAL

The Property Manager explained the background information of the suggested names and gave a brief overview of the plots in question. He said that the names suggested were attributed to the founders of Bartholomews, ie: John Woods, John Cyril and John Richard. He added that the names had been approved by Royal Mail and postcodes had been allocated.

The Committee were asked to consider the suggested names as follows:

Plots 1-8 – Cyril Way
Plots 9-35 – Woods Road
Plots 36-50 – Bartholomews Terrace
Plots 51-56 – Cyril Way
Plots 57-85 Richard Road
Plots 85-90 Woods Road
Plots 91-94 Richard Road

It was suggested that a nameplate giving a brief explanation of the names be considered. The Property Manager would look into this.

RESOLVED that the names be those suggested and that the Property Manager would take the necessary action.

8 APPLICATIONS FOR PLANNING PERMISSION

- (i) CC/19/02795/FUL
Land at Royal Close, Bognor Road, Chichester.

The Planning Adviser explained the background of this application and explained that this was a Discharge of Condition (DOC) and that Ecological Improvements had now been proposed. Our representation was no objection subject to a number of measures to ensure that the reduction of amenity space was mitigated by an improvement of the usability of the remaining space. An important part of the expected improvement was a 1m high wall along the road frontage with strong planting behind to form a visual screen and encourage use of these gardens by improving the sense of privacy and ownership in this area.

The submitted details show some planting along this frontage, but not sufficient to form a hedge or meaningful visual screening from the road. Although the City Council are not formally consulted on DOC applications, Members determined that the Planning Adviser should make a representation at this time to request additional planting to form a hedge. The possibility of raised beds was also requested to be raised. The Planning Adviser would contact Chichester District Council to progress this.

RESOLVED that the Planning Adviser take the necessary action.

- (ii) CC/19/02975/FUL
The Mainline Rooms, 35 Whyke Road, Chichester. PO19 7AW
Change of use from 19 no. student accommodation units set in 4 units (Sui-Generis) to 4 no. individual flat units A-D including provision for cycles and bin storage
Amended Plan

The Planning Adviser, with the aid of a visual presentation explained the background of this application. Members had previously objected on the basis of a lack of any parking or amenity space. The application had been amended to offer 2 of the required 4 parking spaces. Members were asked for their views and opinion was divided on the importance of achieving the full WSCC parking standards in this particular area.

Mr Richard Brooks, Brooks Brothers Developments was in attendance for this item and spoke in favour of the application.

After some discussion, it was put to the vote and RESOLVED to raise No Objection.

Week 17 – 22 May 2020

CC/20/00632/FUL
Case Officer: William Price
7 South Street Chichester PO19 1EH
Change of use from A1 retail to a flexible A1/A3 use

After some discussion about the changing nature of the high street, the impact of covid-19 and lockdown and issues around the vitality and viability of the city centre in the current context, it was put to the vote and RESOLVED to raise NO objection.

Week 18 – 29 May 2020

CC/20/01017/FUL

Case Officer: Martin Mew

19 Highland Road Chichester PO19 5QX

1 no. dwelling and associated works.

The Planning Adviser explained the background of this application and invited members comments. A discussion took place upon which opinion was divided.

A local resident, Carol Knight, was in attendance and spoke against the application. The Chairman also drew the Committee's attention to the written comments received from local resident, John Ellis, who was also not in favour of the application.

After some discussion, upon which opinion was divided, it was put to the vote and RESOLVED to raise an Objection to the principle of subdividing the plot for a new and separate dwelling. The proposal, due to its size, appearance and siting would harm the character and appearance of the area.

The Chairman wished to record that he had abstained from the voting on the basis of a lack of consistently accurate information to determine the outcome of this application.

CC/20/01046/REM

Case Officer: Steve Harris

Land On The West Side Of Broyle Road Chichester West Sussex

All outstanding Reserved Matters for the erection of 50 dwellings with associated parking, landscaping, informal open space and associated works on Phase 5, Parcel F, pursuant to permission 14/04301/OUT.

Objection. It is recognised that the housing is needed in the area, however it is disappointing that the design and appearance of the buildings is generic and is not high quality, locally influenced design. Cycle lanes should be provided across the development and electric car charging points should be provided for all properties. Further environmental measures should be proposed.

Week 19 – 6 May 2020

CC/20/00970/FUL

Case Officer: Martin Mew

Prebendal School Playing Field, Avenue De Chartres Chichester PO19 1PX

Replacement and relocation of Pavilion.

Strong Objection. The scale and location of the proposed pavilion would harm the character, appearance and openness of the area, and would adversely affect the setting of the City Walls and the Chichester Conservation Area.

Week 20 – No Committee items

9 NEIGHBOURHOOD PLAN – UPDATE ON PROGRESS

The Planning Adviser explained that the next step in the Neighbourhood Plan process was evidence gathering, and that Working Groups would soon be set up to look into a number of subject areas which will later form the background for policies within the plan. This had been delayed by the current public health situation as groups could not safely meet. However, the information and instructions for Working Group members was now being prepared to go ahead online. In the meantime, background information continued to be gathered through a number of consultant reports, such as the Carbon Reduction Report appended to the agenda, and the Trees and Green Spaces study which would now go ahead. These reports would provide useful information for the Working Groups to take forward.

RESOLVED to note the current situation.

10 APPEAL DECISION

RESOLVED to note that the following appeal had been dismissed by the Planning Inspectorate:

- (I) CC19/02328/DOM
9 Newlands Lane, Chichester PO19 3AT
Loft conversion with rear dormer

11 TO CONSIDER THE CHAIRMAN'S REQUEST TO CHANGE THE DAY OF THE COMMITTEE FROM A WEDNESDAY FOR THE REMAINDER OF THE COUNCIL YEAR 2020/21. ALSO, TO CONSIDER NOW THAT IT IS POSSIBLE TO HOLD MEETINGS REMOTELY FOR THE NEXT YEAR, WHETHER THE COMMITTEE WISH TO MEET AT AN EARLIER TIME.

The Committee were asked by the Chairman to consider changing the day of the Committee to possibly a Tuesday or a Thursday. Some members were unable to commit to a Tuesday due to other meetings taking place that day. Thursday was therefore suggested. The Mayoral/Administrative Assistant would check the current Calendar of Meetings and advise members accordingly. The Chairman added that during the time of the Coronavirus, the meeting could be held during the day. The time of 2pm to 4pm was suggested and this was supported by the Committee.

RESOLVED that the Mayoral/Administrative Assistant take the necessary action regarding the day of the meeting and advise members accordingly. Further RESOLVED that the time of the meeting would be 2pm to 4pm.

12 VIRTUAL MEETINGS – FEEDBACK

Members were supportive of virtual meetings via Zoom and the Member Services Support Officer was thanked for his hard work in arranging for these meetings to take place.

13 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Neighbourhood Plan – Update

14 DATE OF NEXT MEETING

Provisional date of Thursday 25 June 2020 at 2.00pm.

The meeting closed at 8.40pm