

**MINUTES OF THE VIRTUAL MEETING OF  
THE PLANNING AND CONSERVATION COMMITTEE MEETING  
HELD ON THURSDAY 10 DECEMBER 2020 AT 5.00PM**

**PRESENT:** Councillors Joy (Chairman) Bell and Gaskin

**EX OFFICIO:** The Mayor (Councillor Plowman), Deputy Mayor (Councillor J Hughes)

**ALSO IN ATTENDANCE:** The Town Clerk and Mayoral/Administrative Assistant,  
West Sussex County Council Councillor Simon Oakley

**APOLOGIES:** Councillors Bowden, Apel and Scicluna

**ABSENT:** Councillor Turbefeild

**78 MINUTES OF MEETING OF COMMITTEE HELD ON 12 NOVEMBER 2020**

RESOLVED that the Minutes of the meeting held on 12 November 2020 having been printed and circulated be approved and be signed by the Chairman as a correct record at a later date.

**79 APOLOGIES FOR ABSENCE**

As recorded above and accepted by the Committee.

**80 UPDATE FROM THE PREVIOUS MINUTES**

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

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

The Mayor, as a member of Chichester District Council and as a member of the CCAAC declared a Personal Interest.

**82 APPLICATIONS FOR PLANNING PERMISSION**

Week 45 – 4 November 2020

CC/20/02698/ADV - Case Officer: Maria Tomlinson  
Sentry Self Storage  
11 Terminus Road Chichester PO19 8TX  
1 no. internally illuminated totem sign.

**Recommendation: No objection**

Week 46 – 11 November 2020

CC/20/02661/FUL - Case Officer: Vicki Baker

Mr S Parris

3 East Row Chichester PO19 1PD

Change of use from hotel to flexible Class C1 hotel/boarding house or Class C3 single dwelling

**Recommendation: No objection**

Week 47 – 18 November 2020

CC/20/02645/ADV - Case Officer: Jane Thatcher

The Gym Ltd

The Gym Portfield Way Chichester PO19 7YH

1 no. illuminated totem Sign.

**Recommendation: No objection should the lux be reduced to a maximum of 300, in line with the illuminated signage permitted at sites nearby but should be switched off when not in use outside opening hours.**

Week 48 – 25 November 2020

CC/20/02907/FUL - Case Officer: Vicki Baker

Mr Fred Randall

20 Sherborne Road Chichester PO19 3AA

Demolition of existing dwelling and construction of two replacement one and a half storey detached dwellings.

The Mayor declared a Personal Interest in this application.

**Recommendation: No objection subject to appropriate sustainability measures, such as solar panels and provision for electric car charging.**

## 83 NEIGHBOURHOOD PLAN – UPDATE ON PROGRESS

(i) Dixon/Searle Partnership – Zero/Low Carbon Viability Study Quotation for £7,325

The Chairman explained one element ie: the Dixon Searle Carbon Viability Study and said he had some reservations that the District Council might also be looking at this and that work might be duplicated. The Mayor said that the Neighbourhood Plan organisation was being changed and that the consultant, FERIA Urbanism led by Richard Eastham had been appointed and would revisit the way ahead – see Council minute 41(a). He said that it may be a good idea to defer this item for further discussion at the next meeting of the Committee but was anxious not to delay progress. Councillor Bell said it was important that the new consultant, Richard Eastham, was in contact with the appropriate people at the District Council so that there was no duplication of effort on this particular aspect of the Neighbourhood Plan.

After some discussion it was RESOLVED that this item be Recommended to Finance Committee for approval, subject to Richard Eastham's discussions with Chichester District Council.

## 84 LOCAL PLAN REVIEW – PROGRESS TO DATE

The Mayor referred to a letter received from Chichester District Council (appended to the agenda) which outlined the Government's housing target for the whole of the district for the

Plan period 2019-2037. The Planning Adviser had summarised this for ease of reference and had sent an email copy to members.

The Mayor mentioned that the current timetable was working towards late spring for the consultation with submission around Summer of 2022 and early 2023 for final approval.

Councillor Oakley commented on the windfall number mentioned in the CDC letter and the Mayor invited the Committee to seek clarification from CDC on this as this appeared to be unclear.

Councillor Gaskin said it was important that the climate emergency declaration was acknowledged in any policy papers. The Mayor said that this would be addressed in the Neighbourhood Plan in line with the Zero Carbon Viability Study.

RESOLVED that a response be made to Chichester District Council to look at the possibility of the 300 unallocated homes to include any changes for the city centre and also to recognise the development going on to the east side and the implications on the road network and infrastructure.

#### 85 WHITEHOUSE FARM – FEEDBACK

The Mayor mentioned the following:

- (ii) The Community area for which there was a virtual consultation ongoing looking at shops, a primary school, community centre, medical centre, and also some playing areas. Councillor Bell re-iterated that the medical centre was very much needed and the decision not to have this had been taken by the clinical review and not the developer.
- (ii) Landswap giving the possibility of a new school for Bishop Luffa which was very much supported by the headteacher. The developers and planners were assisting with this. The Mayor said there was still a long way to go and that this was still in its early stages.

He said there were still issues surrounding the construction routes and the level of traffic not using the recommended routes.

The Mayor mentioned the timing for the primary school which was due to be built when the 500th dwelling had been put in place; currently around 100 houses per year were being built which meant this was still a long way off.

The Mayor said that Phase II was still ongoing.

#### 86 APPEAL DECISION

CC/20/00609/DOM and CC/00610/LBC  
3 Franklin Place, Chichester PO19 1BL  
First floor rear extension and replacement conservatory

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

#### 87 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

- Local Plan – update
- Whitehouse Farm
- Progress on the A27 noise blight

88 DATE OF NEXT MEETING

Thursday 7 January 2021

The meeting closed at 6.00pm.