

**NOTES OF THE VIRTUAL MEETING OF
THE PLANNING AND CONSERVATION WORKING GROUP MEETING
HELD ON THURSDAY 9 DECEMBER 2021 AT 2.00PM**

- PRESENT:** Councillors Corfield, Gaskin, Gershater, Plowman (Chairman) and Quail (Vice-Chairman)
- EX OFFICIO:** The Mayor (Councillor J Hughes) and Councillor Scicluna
- ALSO IN ATTENDANCE:** Town Clerk, Planning Adviser, Mayoral/Administration Assistant and Councillors Lishman and Sharp
West Sussex County Councillor Simon Oakley and a member of the public
- APOLOGIES:** Councillor Apel
- ABSENT:** The Deputy Mayor (Councillor Joy)

Councillor Lishman expressed her best wishes to the Mayor's Secretary who was retiring at the end of the year

The Chairman explained that because of further information received regarding the Neighbourhood Plan that this item (Item 5) would be taken in private session.

73 MINUTES OF MEETING OF COMMITTEE HELD ON 11 NOVEMBER 2021

AGREED that the Minutes of the meeting held on 11 November 2021 having been printed and circulated be approved and be signed by the Chairman as a correct record at a later date.

74 APOLOGIES FOR ABSENCE

As recorded above.

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

The following Personal Interests were declared:

Councillor Plowman as a member of Chichester District Council and a member of the CCAAC. Councillor Scicluna as the City Council's representative on the CCAAC. Councillor Quail as Chairman of the Westgate Residents Association. Councillor Sharp as a member of West Sussex County Council and Chichester District Council.

76 APPLICATIONS FOR PLANNING PERMISSION

Week 44 – 3 November 2021

CC/21/02976/FUL - Case Officer: Rebecca Perris
60 & 60A North Street Chichester West Sussex PO19 1NB

Change use of vacant area of retail storage and vacant area of office to C3 dwelling, bin/cycle bin including internal and external alterations at 60 North Street. Refurbishment to the main first floor offices with new front door at 60a North Street.

Recommendation: No objection. Developers should explore all opportunities for sustainable development and carbon neutrality, including a high level of insulation as well technologies such as solar panels, ground or air source heat pumps and electric car charging points, as well as water conservation measures, where appropriate. In the interests of local ecology as well as the wider environment, trees and hedges should be retained if possible. Where these are removed, replacement planting should be carried out, with a biodiversity net gain achieved where possible.

Week 45 – 10 November 2021

CC/21/03119/ADV - Case Officer: Joanne Prichard
Troia (UK) Restaurants Ltd
89-91 East Street Chichester PO19 1HA
1 no. internally illuminated fascia sign, 1 no. internally illuminated brass menu board, 4 no. lettering on awnings and 3 no. lettering on glazing.

Recommendation: Objection to the internally illuminated signage and menu board which is contrary to the relevant design guidance and would harm the character and appearance of the conservation area. Signage should be hand painted.

Week 46 – 17 November 2021

CC/21/03118/FUL - Case Officer: Joanne Prichard
Troia (UK) Restaurants Ltd
89-91 East Street Chichester PO19 1HA
Internal and external alterations, including alterations to shopfront, outdoor seating area including awnings and placement of tables/chairs/planters, installation of roof lanterns, installation of plant equipment and installation and display of advertisements.

Recommendation: No objection except in respect of the internally illuminated signage detailed in a separate application. There is some concern over the extent of outdoor tables and chairs, and waste collection; the applicant should contact Chichester District Council in respect of these issues. The applicant should arrange for separate food waste collection; this may be offered by CDC or other local waste service providers.

Developers should explore all opportunities for sustainable development and carbon neutrality, including a high level of insulation as well technologies such as solar panels, ground or air source heat pumps and electric car charging points, as well as water conservation measures, where appropriate. In the interests of local ecology as well as the wider environment, trees and hedges should be retained if possible. Where these are removed, replacement planting should be carried out, with a biodiversity net gain achieved where possible.

CC/21/03158/FUL - Case Officer: Emma Kierans
Regnum Court Residents Association
Land At Regnum Court North Walls Chichester PO19 1BZ
Proposed gates, fencing and revisions to the bin store to the residential housing block of Regnum Court (previous permission 19/01834/FUL).

Recommendation: No objection in principle to the high quality fencing and gated proposed, however, given the importance of the setting of the north walls, could the

fence height be negotiated to not more than 1.2m, and the gate to 2m if possible, preferably without a locking mechanism.

In the interests of local ecology as well as the wider environment, trees and hedges should be retained if possible. Where these are removed, replacement planting should be carried out, with a biodiversity net gain achieved where possible.

Councillor Gaskin abstained from voting on this application.

Week 47 – 24 November 2021

CC/21/03146/ADV - Case Officer: Rebecca Perris
48 East Street Chichester PO19 1HX

New illuminated fascia sign to front and rear of building to replace existing.

Recommendation: Objection to the internally illuminated signage and digital display board. These are unnecessary and contrary to the relevant design guidance, and would harm the character and appearance of the conservation area.

CC/21/03310/ADV - Case Officer: Louise Brace
81-82 East Street Chichester PO19 1HA

2 no. non-illuminated fascia signs, 1 no. non-illuminated projecting sign and 2 digital promotional screens.

Recommendation: Objection. The fascia and hanging sign materials are unsuitable and contrary to the design guidance. Signage should be hand painted. The signage, as proposed, and the digital display boards would harm the character and appearance of the listed building and conservation area. Objection to the projecting sign unless a suitably special design can be agreed in accordance with the design guidance. No objection to the fascia signage should it be hand painted and the digital display boards be omitted.

77 WHITEHOUSE FARM – UPDATE

The Chairman had been in touch with the developers for Phase II, and the outline application was now delayed until the new year. The main issue being the route for Southern access road which would have a profound effect on West Street. The first phase was progressing and the country park was proving to be very popular with the neighbourhood.

The school had gone through the planning application process at CDC and would be built when the 500th dwelling was in place.

78 PAVEMENTS IN THE CITY CENTRE – UPDATE

This item was deferred to the next meeting of the Committee – the Chairman expressed on behalf of members, his best wishes to the Property Manager who was unwell with Covid.

79 OAKLANDS WAY CROSSING

Councillor Sharp reported on communications between West Sussex County Council and Chichester District Council and although this was a key issue, they would continue to press the developer for information. Councillor Sharp was keen that this be pursued. The Chairman said that this could be linked to the new vision as a fundamental part.

The Chairman said that we should also strengthen our response to West Sussex County Council for the Lidl crossing.

Councillor Oakley said that a good way to express views was to submit a Community Highways Scheme as this would be more beneficial.

Councillor Sharp suggested that Mark Thomas, Area Highways Manager at West Sussex County Council, be invited to the next meeting to give a presentation.

This was supported and it was therefore AGREED that Mark Thomas, Area Highways Manager at West Sussex County Council, be invited to the next meeting to give a presentation.

80 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was proposed, seconded and RESOLVED that the public and press be excluded from this meeting because of the confidential nature of the business to be transacted.

81 NEIGHBOURHOOD PLAN – UPDATE

The Chairman advised that, in the light of further information received about the Neighbourhood Plan Steering Group, that he would write to them advising of the following statement received from Richard Eastham of Feria Urbanism:

“Feria Urbanism need to step back from advising on the plan content and plan process for now but can still be called upon to advise on the SG formation e.g. the roles, responsibilities and what’s expected of SG members in terms of who does what. We are not resigning from our overall commission and still believe there is a great project to be explored here. But until there is a fully staffed and well-functioning Steering Group in place, it would be fruitless for us to advise on specific actions and processes.”

The Steering Group would also be advised:

- (a) that Robin Hamilton had resigned as Chairman of the Neighbourhood Steering Group and:
- (b) the Chairmanship of the Steering Group would be discussed at the Steering Group meeting on 31 January 2022.
- (c) Feria Urbanism would be kept informed of progress to enable them to consider the appropriate time for them to return to advising the Steering Group.

The Chairman felt that it may now be a good time to take a break, to get the Steering Group in place with roles and responsibilities defined and have a re-think of the whole process. He emphasised that Feria Urbanism had re-assured that they were **not** resigning from their overall commission. He commented on the very worthwhile work undertaken to date, particularly with the PLACE studies. There was also a great deal of valuable data being analysed and the interaction with schools was extremely valuable.

A discussion took place at which a number of points were raised including the need for the process and direction to be highly defined, the criteria for success and the end point objective.

It was AGREED that, in the light of further information received about the Neighbourhood Plan Steering Group, that the Chairman would write to them advising of the statement received from Richard Eastham of Feria Urbanism (as detailed above).

82 ITEMS TO BE INCLUDED ON AGENDA FOR NEXT MEETING

- Local Plan review
- Neighbourhood Plan
- Whitehouse Farm - update
- Pavements in the City Centre – update
- Noise Issues – Councillor Sharp
- Community Highways Schemes – Mark Thomas, Area Highways Manager, WSCC, to be invited to attend

The Chairman, on behalf of members, expressed thanks to the Mayor's Secretary for all her hard work, particularly in connection with the Planning and Conservation Committee, and wished her well for her future retirement.

83 DATE OF NEXT MEETING

Thursday 6 January 2022 at 2.00pm.

The meeting closed at 3.37pm.