



CHICHESTER CITY COUNCIL

MINUTES OF THE MEETING OF THE PLANNING AND CONSERVATION WORKING GROUP HELD VIA ZOOM ON THURSDAY 31 MARCH 2022 AT 2.00PM

PRESENT: Councillors Plowman (Chairman), Quail (Vice Chairman) Gershater, Corfield, Gaskin

EX-OFFICIO: The Deputy Mayor (Councillor Joy), Councillor Apel (Chairman of Community Affairs), Councillor Scicluna (Chairman of Finance)

ALSO IN ATTENDANCE: Councillor Sharp, Town Clerk, Planning Advisor, Member Services Support Officer, Committee and Communities Officer, Councillor Oakley (West Sussex County Council)

106. APOLOGIES AND RECORD OF ABSENCE

Apologies with a reason were received from the Mayor (Councillor J Hughes).

107. NOTES OF THE PLANNING AND CONSERVATION WORKING GROUP MEETING HELD ON 3 FEBRUARY 2022.

AGREED that the minutes of the meeting held on 3 February 2022, having been circulated; be approved and signed as a correct record.

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

Councillor Apel declared an interest as a Member of Chichester District Council.

Councillor Scicluna declared an interest as a Member of CCAAC on behalf of the City Council.

Councillor Quail declared an interest as Chair of Westgate Residents Association.

Councillor Gershater declared an interest as Governor of Sussex Community and NHS Trust.

Councillor Sharp declared an interest as a Member of West Sussex County Council and Chichester District Council.

Councillor Plowman declared an interest as a Member of Chichester District Council.

At this point the Chairman introduced Agenda Item 5 due to the Planning Advisor having problems joining the meeting.

109. NEIGHBOURHOOD PLAN UPDATE

The Chairman introduced this item and invited Councillor Sharp to brief the Committee. Councillor Sharp advised progress had been made and there was now an engagement group in place. She also advised that a decision had been made to look at themes as well as PLACE assessments and that more volunteers were needed.

The Chairman informed the Working Group that the Neighbourhood Plan Steering Group had agreed that payment for a report by John Pegg should be made. They had agreed that this report which looked at landscaping along with other aspects would be useful for the Neighbourhood Plan report.

The Chairman advised the Working Group that a recommendation would be needed to ask the Finance Working Group to authorise the payment of £4,500 from CIL funds. After a short discussion, the Working Group AGREED TO RECOMMEND to the Finance Working Group that the John Pegg report payment be made in the sum of £4,500 to be paid from CIL funds.

Councillor Quail raised concerns about the expenditure on the supporting reports when it was her understanding that the Neighbourhood Plan involved volunteer resources. The Planning Advisor reminded Members that most of the work on the Neighbourhood Plan was undertaken by volunteers but that the supporting evidence necessitated the use of paid consultants.

The Member Services Support Officer advised that the currently committed money from CIL was above the approved amount and that this would need to be mentioned in the Chairman's report to the Finance Working Group. Members were further advised that the total cost to date is £62,246 which comes from CIL funds.

Post meeting note: The Deputy Town Clerk advised that the total committed Neighbourhood Plan expenditure was £82,046.65 against CIL approved expenditure of £70,000.

The Chairman agreed to bring an executive summary to the next meeting for the purposes of advising the Members about the various data streams, what they provide, how much they cost and what is to be expected in the future.

The Chairman added a further action to check to see that the habitat and sustainability study would be included in all the checks with the Neighbourhood Plan Advisor, Richard Eastham.

The Chairman advised 300 houses were asked for over the planned period which can be determined one of two ways. The District Council can carry this out (Special Development Policy Document), they would find sites for these houses, or the Neighbourhood Plan could decide the best place for the houses to be allocated.

The Chairman then shared his screen which showed the HEELA (Housing & Economic Land Availability Assessment) which identified land which may be available for development and land which may not be considered. The Chairman explained the colour code for the different areas and what that meant about their development status in Chichester City.

The largest site which was identified was a field on the western side of Plainwood Close, next to Brandy Hole Lane.

Councillor Quail highlighted the Tannery site as being contaminated and that significant excavations needed to be carried out before it would be suitable for housing. She also referred to ongoing issues about nuisance and vandalism.

After a short discussion it was decided that it be recommended to the Neighbourhood Plan Steering Group to consider possible housing sites in the Neighbourhood Plan as part of their remit but not a specific number although the current indication was 300 houses. The Neighbourhood Plan would have to align with the Local Plan and there was some uncertainty what the final number could be or whether it should be part of

the Neighbourhood Plan. It was also noted that, whilst housing numbers may not necessarily be added to the final plan, the work done would be considered valuable.

110. WHITEHOUSE FARM UPDATE

It was noted there was very little of phase one left to complete and scant information was to hand about phase two. The Southern access route had been highlighted as an issue with regards to safety of the junction.

Members agreed that the condition of the Southern part of the site was very poor and that the developers would be requested to ensure it is in pristine condition for the opening of the Platinum Jubilee Country Park on 22 April.

The Planning Advisor was requested to report on how many houses had been built so far, and what the expectation was as this would provide a running total for the project and monitoring of timescales.

111. RAVEN (Residents Against Vehicle Excessive Noise)

The Chairman thanked Councillor Sharp for her two reports. Councillor Sharp provided an update which included the below points;

- A new member had joined, and membership was constantly changing.
- There was and continues to be an aim to integrate Parishes in the South of the area.
- A poster was in the process of being produced to reach a wider audience.
- Any information submitted to RAVEN, would be passed onto the Police so they can allocate their resources more effectively.

At this point the Chairman returned to the published agenda order.

112. APPLICATIONS FOR PLANNING PERMISSION

CC/21/03657/FUL - Case Officer: Joanne Prichard
Solent Wholesale Carpets Co. Ltd
Solent Wholesale Carpet Company Limited Barnfield Drive Chichester PO19 6UX
Construction of a new extension to the existing building.

Strong objection. The scale of the extension and its proximity to the facing residential properties would have an enclosing and urbanising impact on the area's green and open suburban character which would not be sufficiently mitigated by the remaining landscaping area.

CC/22/00158/FUL - Case Officer: Rebecca Perris
4-5 Market Road Chichester PO19 1JW
Erection of a part two storey, part single storey rear extension following the demolition of the existing part two storey, part single storey rear projection to create an enlarged drinking establishment with expanded food provision, including an enclosed first floor external terrace area. Alterations to existing facades.

No objection subject to the comments of the Environmental Health officer regarding appropriate controls relating to times of use and noise levels. 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/22/00428/ADV

1-3 South Street Chichester West Sussex PO19 1EH

4 no. illuminated lettering on fascia and 1 no. illuminated projection sign.

Strong objection. The materials, lighting and projecting signage proposed would harm the character and appearance of the conservation area and are contrary to the relevant design guidance. Non-illuminated, hand-painted signage would be appropriate in this location, and a building number should be included.

113. PAVEMENTS IN THE CITY CENTRE UPDATE

The Chairman advised the Members that progress had been made. They were further advised that the central pavement for East Street and North Street, three options had been proposed by West Sussex County Council for consideration.

One of the options identified involved a tarmac base which incorporated stone which gave a grey appearance. It was considered a softer option than the black finish and the Chairman advised if the cost was divided proportionately between the three councils, then it could provide an acceptable solution.

There was a short discussion about this type of solution. Councillor Scicluna raised a concern that if tarmac looked like a road, people would use it like a road.

Councillor Joy raised concerns regarding the amount of roadworks which are carried out in the precinct. These works could make tarmac look quite patchy in appearance so, a possible solution would be to include division lines in the work specification and each section be treated individually.

Councillor Joy also noted that large, heavy-duty vehicles should not be driving up and down the city centre pavements. After a short discussion there was agreement on this, and the Chairman suggested that this should be included in the Neighbourhood Plan as a policy.

Councillor Sharp raised concerns over the limited amount of pedestrian space on East Street where works were currently being carried out on the pavement. The Chairman said that the concerns of Councillor Sharp would be conveyed to West Sussex County Council and if there were substantial road works being carried out in the City there would an expectation that Councillors be notified about them.

Councillor Quail returned to Councillor Joy's previous point and raised concerns about how deliveries were managed in the city centre and suggested that deliveries should be unloaded out of the city and delivered in smaller vehicles.

The Committee considered that providing the cost allocation for the project, especially the type of surfacing, proportionate to the budget of the City Council, it was likely to be given favourable consideration.

114. COMMUNITY HIGHWAYS SCHEME – OAKLANDS WAY CROSSING

Action to be taken by the Planning Advisor to examine the obligations included in Section 106 Agreement for the works and report back to the next meeting.

115. ITEMS FOR INCLUSION ON NEXT AGENDA

Councillor Joy to explain about the forthcoming amended national guidance about sustainability requirements affecting new builds and refurbished dwellings.

Councillor Quail to report on the numberplate recognition scheme and the possibility of the scheme being extended to Chichester City.

DATE OF NEXT ORDINARY MEETING: THURSDAY 28 APRIL 2022

The meeting closed at 3.51pm