



Chichester City Council

PLANNING AND CONSERVATION COMMITTEE

Minutes

Date 12 October 2023

Time 4.00pm – 4.48pm

Location The Council Chamber - The Council House • North Street • CHICHESTER • West Sussex • PO19 1LQ

PRESENT: Councillors Butler (Chairman) and Squire

EX-OFFICIO: The Mayor (Councillor C Gershater) and Chairman of the Finance Committee (Councillor Scicluna)

ALSO IN ATTENDANCE: Town Clerk, Planning Adviser, Council Services and Support Manager, Civic and Council Support Officer, West Sussex County Council, Simon Oakley

IN ATTENDANCE VIA ZOOM: Councillor Chant

60. APOLOGIES FOR ABSENCE

RESOLVED to receive and approve apologies and reasons for absence from the meeting from the Deputy Mayor, Councillor Corfield, and Councillors Apel, Hitchman and Vivian (who had advised possible late arrival but arrived shortly after the meeting closed).

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

No declarations were received.

62. MINUTES OF THE PLANNING AND CONSERVATION COMMITTEE MEETING HELD ON 14 SEPTEMBER 2023

RESOLVED to approve and sign as a correct record the minutes of the Planning and Conservation Committee meeting held on 14 September 2023.

63. UPDATES ON ACTIONS FROM THE PREVIOUS MEETING NOT COVERED ELSEWHERE ON THE AGENDA

a) Telephone boxes in North Pallant - 12-09-23 – minute 57

The Town Clerk advised that she had submitted a letter to BT regarding the telephone boxes at the top of the Pallants and was currently awaiting a response.

64. APPLICATIONS FOR PLANNING PERMISSION

**CC/23/01807/DOM - Case Officer: Eleanor Midlane-Ward
4 Lewis Road Chichester West Sussex PO19 7LZ**

Strong concern is raised over the overbearing impact upon the neighbours, due to the height, mass, scale and proximity of the development to the neighbouring boundaries, and due to the size and position of the bedroom windows. Reducing the scale of the development, particularly the height, would reduce the impact. If the LPA is minded to permit the application, a condition should be imposed ensuring it would only be used for purposes incidental or ancillary to the main dwelling house.

65. TRAFFIC WORKING GROUP – UPDATE

Members noted the report from the Deputy Mayor that had been circulated before the meeting.

The Town Clerk advised that the Business Plan Working Group (BPWG) was still considering all the proposals that had been put forward by the Traffic Working Group.

She informed Members that the BPWG had included a quick-win of purchasing additional equipment for local Community Speedwatch Groups in the list of projects for delivery in 2024/2025.

Members were also informed that the other items were considered as medium to long term projects so would not be expected to be delivered in 2024-2025 and instead would be incorporated in the medium to long-term plan.

It was reported that the draft business plan was expected to be finished in mid-November and it was anticipated that it would include several transport and traffic related projects.

In response to a comment from the Mayor, Members were also advised to consider how changes in central Government policy might affect the 20MPH scheme proposal that the City Council had submitted to West Sussex County Council recently.

66. AIR QUALITY IN CHICHESTER

The Chairman advised that Chichester District Council had installed a new air particulate monitor on the A27 at the Stockbridge roundabout. She also advised that the air conditioning unit was faulty, that Chichester District Council (CDC) would be getting it replaced and that CDC had requested that we check on progress in a months time.

The Committee discussed the importance of accurate air quality and particulate data being captured across the City and The Mayor expressed ~~is~~ concerned about missing pre 20MPH data.

The Chairman reported that the air pollution levels were not currently a problem and reminded Members that the website for the air pollution data was <https://sussex-air.net/>.

67. CITY CENTRE PAVEMENTS UPDATE AND THE WEST SUSSEX COUNTY COUNCIL TIMELINE FOR IMPROVEMENT WORKS

The Town Clerk advised that West Sussex County Council (WSCC) had provided the following update:

“The business case was discussed at WSCC Capital Asset Board last week (28th September) and we are pleased to confirm that the request for funding has been approved.

We are now in a position to instruct WSP to carry out a concept design study which will take approximately 12 weeks to complete. To ensure the scheme meets the needs of all its users WSP will carry out some investigative work and contact key stakeholders in the next few weeks. Once the feasibility study has been completed, WSP will arrange a stakeholders’ engagement session to present their findings and recommendations.

We will ... provide an update following completion of the feasibility study / at the next steering group session in November.”

68. CONSULTATION – STREET TRADING CONSENT FOR THE CITY CENTRE CHRISTMAS MARKET

The Town Clerk summarised the report that had been circulated before the meeting and advised that the proposal was for a weekend Christmas market to be held on the 9/10 and 16/17 December between 9am-6pm on Saturdays and 10am-4pm on Sundays. Stalls would be located on both sides of the street in North and East Streets with a pedestrian/emergency access down the middle of the road.

Members were advised that stalls would set up from 6.30am on Saturdays and 7.30am on Sundays and that CDC have requested feedback and comments on the application.

The Committee discussed the logistics of the market and Councillor Scicluna expressed the opinion that the stalls should not crowd the shop windows and no lorries should drive on the York stone with a suggestion that all the stall holders should unloading in the cattle market.

The Committee agreed that the traders should be vetted to ensure a high quality and visually appealing festive offering.

69. CONSULTATION – DISTRICT COUNCIL’S STATEMENT OF COMMUNITY INVOLVEMENT

The Town Clerk advised Members that CDC were required to regularly review their community consultation procedures when dealing with local planning and development issues to ensure that they actively sought the views and opinions of residents and statutory consultees and that they were transparent in their decision making.

Members were advised that the statement of community involvement outlined how this would be achieved and that the closing date for comments on the revised document was 8 November 2023.

The Committee discussed the document and also expressed concern that open consultations were not well publicised.

Members agreed that this should be addressed and that all authorities undertaking consultations should better inform residents so that a wider base of responses might be forthcoming.

70. CONSULTATION – REMINDER OF THE CONSULTATION BY WEST SUSSEX COUNTY COUNCIL REGARDING ITS ACTIVE TRAVEL STRATEGY AND LCWIP (LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN)

The Town Clerk reminded Members that WSCC was currently consulting on these policies and strategies and that the closing date for comments was 15 November 2023 if the Council wished to submit a response.

She advised the Committee that the key policies affecting the City were the Chichester City LCWIP (2020) and the identification of key priority cycle/active travel routes, including:

- A259 Emsworth to Chichester - part of existing National Cycle Network (NCN) Route 2
- Selsey to Chichester Greenway
- A259 Bognor Regis to Chichester

After a short discussion, the Committee agreed to read the LCWIP document and make comments on the priority projects identified and the do minimum do more recommendations.

The Chairman and Councillor Scicluna reiterated their earlier point that the consultation did not appear to be well publicised and that it was important that people who could speak from experience responded to it.

71. CONSULTATION – DISTRICT COUNCIL – A27 CHICHESTER BYPASS MITIGATION SUPPLEMENTARY PLANNING DOCUMENT

The Planning Adviser explained that the Supplementary Planning Document (SPD) approved in 2016 had outlined how much developers needed to pay per build to mitigate the effects of the developments on the A27.

She advised that this would result in a shortfall in the money needed for planned new improvements and so a new SPD had been drafted which it was hoped would raise the £43 million needed to make the necessary improvements.

Members were informed that developers would now pay a higher fee per dwelling, with larger properties attracting higher fees.

The Planning Adviser reported that a response was needed by November 3, 2023 but that there was little that the City Council could add to the proposals so the Committee might decide not to respond at all.

The Mayor stated the report was too complex and that a summary of the key features would be useful.

72. ITEMS TO BE INCLUDED IN THE NEXT AGENDA

- Neighbourhood plan
- Active Travel Strategy response

73. DATE OF NEXT ORDINARY MEETING

DATE OF THE NEXT ORDINARY MEETING: 9 NOVEMBER 2023

The meeting closed at 4.48pm

Councillor Vivian arrived at 4.54pm

ACTIONS ARISING FROM THIS MEETING

	No actions	
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