



Chichester City Council

PLANNING AND CONSERVATION COMMITTEE Minutes

Date Thursday 10 October 2024

Time 4.00pm – 5.28 pm

Location Council Chamber, The Council House • North Street • Chichester • West Sussex • PO19 1LQ

PRESENT: Councillor Butler (Chair) and Councillors Vivian (Vice-Chair), C Gershater.

ALSO IN ATTENDANCE: Councillors Chant, Town Clerk, City Council Planning Advisor, City Council Communications, Civic and Council Support Officer, Linda Boise from the Southern Gateway Residents Association (SGRA) and West Sussex County Council Councillor Simon Oakley

62. **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Hitchman, McHale and The Mayor, Councillor Quail.

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

None

64. **MINUTES OF THE PLANNING AND CONSERVATION COMMITTEE MEETING HELD ON 12 SEPTEMBER 2024**

Committee **APPROVED** and signed the minutes as a correct record the minutes of the Planning and Conservation Committee meeting held on 12 September 2024.

65. **UPDATES ON ACTIONS FROM THE PREVIOUS MEETING**

Minute 59 – Communication, Civic and Council Support Officer to include Traffic Issues as a standing item to future Planning and Conservation meetings

- To be discussed on Agenda Item 71.

Minute 58 – Communication, Civic and Council Support Officer to include BHESCo proposal to be placed on the next Full Council agenda.

- To be discussed on Agenda Item 72.

Minute 56 - Planning Adviser to contact Chichester District Council to request that they do not determine the application until amended plans have been submitted.

- Planning Adviser confirmed that she had submitted amended plans for the proposed West Walls plaque to Chichester District Council. The amendments included the removal of the white box and its text, and used a more formal layout, with reduced text, set horizontally across the full width of the plaque. The colour was also changed to heritage colours.

Minute 58 - Council Services and Support Manager to invite the two selected neighbourhood plan consultants to give councillors a briefing via Zoom before the next Planning and Conservation meeting on 10th October 2024.

- Discuss on Agenda Item 67.

66. APPLICATIONS FOR PLANNING PERMISSION

CC/24/01839/FUL - Harry's Fish and Chips, 105A Victoria Road Chichester West Sussex

- Chichester City Council **NOTED** that this is a re-submission of a previous application, and would re-iterate the previous comments, as follows:

The limited private amenity space on site and the orientation of House 2 may lead the occupants to erect privacy fencing, to create additional private garden, within what is presented in the application as an open front garden area along Victoria Road. This open space is important to preserve the character and amenity of Victoria Road, and so as not to create dead frontage because of high, closed boarded fencing, which is not characteristic of frontages along Victoria Road.

Should the Local Planning Authority be minded to approve the application, consideration should be given to imposing a condition to prevent inappropriate fencing, to the effect of: Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (or any Order revising, revoking or re-enacting that Order), no fencing shall be erected within the plot of House 2 except within or enclosing the area marked 'private garden' on Detailed Plan reference 11914.111. Reason: To preserve the character and amenity of Victoria Road.

CC/24/01560/FUL and CC/24/01561/LBC - 57 East Street Chichester West Sussex PO19 1HL

- Chichester City Council has **NO OBJECTION** to the proposal in principle. However, it is noted that the living room to unit 2 features no windows and therefore has no outlook, and its natural light would mainly be from a skylight. Layout changes to the living room, bathroom and kitchen could provide the southern two windows to an open plan kitchen/living room, with an internal bathroom, which would improve the amenity of the future occupants of this space.

It is not clear from the plans where the bins would be accommodated on site.

CC/24/02024/FUL - Minerva Theatre Broyle Road Chichester West Sussex

- Chichester City Council has **NO OBJECTION** to the above proposal.

- This is an application for the Installation of 1 no. awning and security shutter to front elevation, access ramp and 1 no. non-illuminated fascia sign. This is not an application for a change of use. The property is currently a tattoo shop, which would fall within the same planning use category (Class E) as a butcher's shop. There is therefore no material change of use occurring, and no planning permission is required relating to the use of the shop. Consequently, no considerations concerning the use or operation of the shop are relevant to the determination of the planning application, and no objections relating to the use can be considered on the application, as permission for the butcher's shop already exists, by virtue of the existence of an existing Class E establishment on the site. CDC can only consider the matter before them, which is the signage, access ramp and security shutter. Chichester City Council have already lodged an objection to the installation of the shutter as it is unnecessary and would harm the character and appearance of the conservation area.

Committee **REQUESTED** that the Planning Advisor write to environmental health licensing team to raise our concerns regarding waste storage and collection.

67. **NEIGHBOURHOOD PLAN**

Committee to appoint consultant to review progress to date.

Representative from the Southern Gateway Residents Association (SGRA) expressed concerns regarding the announcements made by CDC regarding the plans for the Bus Station and the adoption of the Regeneration Strategy. They wanted to know which Residents Associations had been consulted about the proposals as the SGRA have not been involved to date.

They wanted to know how future developments would be communicated and how residents would be involved.

They stated that residents are concerned that the Neighbourhood Plan will be left behind by the Chichester District Council Regeneration Strategy.

Councillors explained that the intention was to appoint a Neighbourhood Plan consultant to take forward and manage the project within a challenging delivery programme.

With regards to communication, Councillors thanked the SGRA representative for their contribution and acknowledged that there is more that can be done, but the City Council is keen to improve our communication with residents and to receive more feedback.

SGRA would like to see more evidence of how projects and ideas are developed – what can be done to ensure that all communication channels are used (local press, social media, in-person and face to face meetings).

Councillors reassured the SGRA representative that the intention was to involve the community and drive forward the project to final delivery within a realistic timescale and thanked them for their time and comments.

68. **A259 CHICHESTER TO BOGNOR REGIS CORRIDOR SCHEME CONSULTATION**

[A259 Chichester to Bognor Regis Corridor Scheme Consultation | Your Voice West Sussex](#)

Committee expressed their support for the proposals and requested the Planning Advisor to send a response confirming support for the scheme.

69. **PLANNING COMMITTEE BUDGET 2025/25**

Two key budgets were reviewed, the wage of Planning Advisor and the Neighbourhood Plan.

70. **ENFORCEMENT MATTERS**

None reported.

71. **TRAFFIC ISSUES**

None reported

72. **LOCAL ENERGY CO-OPERATIVES**

Further to the resolution at the meeting of the City Council held on 25 September 2024 (minute 43 refers), Committee to form a Working Group to review options for co-working with local energy co-operatives on decarbonisation, local energy production and the related funding opportunities.

The committee **RESOLVED** to incorporate this work into terms of reference of the Net Zero working group.

73. **PUBLIC SECTOR BODIES (ADMISSION TO MEETINGS ACT) 1960**

The committee **RESOLVED** that the public and press be excluded from this meeting for agenda item 74 and 75 due to the confidential nature of the business to be transacted namely financial and business affairs of third parties and award nominations.

74. **APPOINTMENT OF NEIGHBOURHOOD PLAN CONSULTANTS**

The Committee considered the shortlisted consultants and **RESOLVED** to appoint Steve Tilbury to deliver the initial review work as outlined in his proposal.

75. **ITEMS TO BE INCLUDED ON THE NEXT AGENDA**

- Neighbourhood plan agenda
- Confirmation on new listed building consent application of a name being included on the War Memorial at Litten Gardens.
- Update on West Walls Plaque listed building application.

76. **DATE OF NEXT ORDINARY MEETING**

DATE OF NEXT ORDINARY MEETING: Thursday 7 November 2024

The meeting closed at 5.28 pm.

ACTIONS ARISING FROM THIS MEETING

Minute ref.	Action	Assigned to
66.	Write to environmental health licensing team to raise our concerns regarding waste storage and collection.	Planning Advisor
68.	Send a response to the A259 Corridor scheme consultation.	Planning Advisor
72.	Add 'review options for co-working with local energy co-operatives on decarbonisation, local energy production and the related funding opportunities.' To the Net Zero working group.	Town Clerk
74.	Contact Steve Tilbury to deliver the initial review work as outlined in his proposal.	Town Clerk
75.	Include items on the next Agenda.	Communications, Civic and Council Support Officer