



Chichester City Council

MEETING OF THE PLANNING AND CONSERVATION COMMITTEE

Minutes

Date Thursday 4 December 2025

Time 4pm – 4.58pm

Location Council Chamber

PRESENT: Councillors, Butler (AB), Chant (RC), Russell (NR), Apel (CA), and Gershater (CG)

EX OFFICIO: The Mayor, Sean McHale (SMH)

ALSO IN ATTENDANCE: Town Clerk, Planning Adviser, Communications, Civic and Council Support Officer, Councillors Miall (RM) and Pramas (LP).

PL2025/48 **APOLOGIES FOR ABSENCE**

Apologies were received from the Chair, Councillor Vivian, Cllr Butler Chaired the meeting.

PL2025/49 **DECLARATIONS OF INTEREST**

Councillor Chant declared an interest in the Durnford Close Community TRO item as a resident of the Close.

PL2025/50 **PUBLIC QUESTIONS**

There were none

PL2025/51 **MINUTES OF THE PREVIOUS MEETING(S)**

The minutes were APPROVED as a correct record and duly signed.

Decision: The minutes of the previous meeting held on 6th November 2025 were **APPROVED AND SIGNED** as a correct record.

PL2025/52 **UPDATES ON ACTIONS FROM THE PREVIOUS MEETING(S)**

The Vice Chair advised that the budget discussion on public realm items would be deferred until the January 29th 2026 meeting.

The Committee **NOTED** updates on actions from the September and November meetings.

Concerns were raised regarding potential contaminated land at Florence Park. The Clerk confirmed this issue was already known, as it also affects land at Florence Road and Blackberry Lane allotments. The Committee acknowledged that this may influence construction methods for the community centre.

PL2025/53

APPLICATIONS FOR PLANNING PERMISSION

The committee considered the following applications:

25/02591/FUL - 128A Oving Road Chichester West Sussex PO19 7EP

Decision: The committee resolved to **OBJECT** to the planning application for the following reasons:

- The proposal represents significant overdevelopment of the site, resulting in a cramped, two storey, backland development, out of scale with the surrounding development, having regard to the proposed position and size of the plot.
- The proposal would harm visual amenity and the character of the area.
- The garden space is insufficient to serve the needs of a property of this size and the small area of garden remaining would be entirely overshadowed by the proposed building.
- The proposal would be overbearing to the dwelling at no.129 Oving Road and to the rear garden of no.128, and would result in unacceptable loss of light and privacy to the rear elevation windows of no.129 and to the rear garden to no.128. The proposal would result in unacceptable loss of privacy to the rear garden of no.130.
- The proposed two storey annexe would block light to the proposed dwelling's own master bedroom windows.
- The proposed parking layout is unneighbourly and is likely to result in nuisance to the occupants of no.129 from noise and fumes.

CC/25/01994/FUL - Over The Way Church Road Chichester West Sussex

Decision: Chichester City Council raised **NO OBJECTION** to the application.

PL2025/54

NEW PLANNING APPLICATIONS RECEIVED SINCE PUBLISHING OF THE AGENDA

The committee considered the following additional applications:

CC/25/02338/FUL & CC/25/02339/LBC – 3 Basement, Little London, Chichester, West Sussex, PO19 1PH

Decision: The committee raised **NO OBJECTION** to the application subject to the comments of the Conservation Officer.

CC/25/02866/OBG - Land to the West of Centurion Way; Land at Bishop Luffa School; Land at and Adjoining Westgate and; Land to the North-east of Old Broyle Road and St Pauls Road

Committee noted the application for the discharge of a condition relating to the marketing scheme for employment plots at the West of Chichester development site but could not review the marketing strategy document due to technical issues.

Decision:

The committee **NOTED** the application **CC/25/02866/OBG** and agreed that the PA would revisit the document once available.

PL2025/55 **NET ZERO AND ENVIRONMENT MATTERS**

The Town Clerk provided an update on Net Zero and Environment matters, as outlined in the update report.

The committee discussed the challenges of offsetting emissions and identifying local schemes and emphasised the need for confidence in the carbon credits issued by any schemes used.

PL2025/56 **ENFORCEMENT MATTERS**

The Town Clerk presented a list of pending enforcement matters, noting that many would likely be closed with no further action required.

PL2025/57 **TRAFFIC ISSUES**

PL2025/57.1 **20MPH COMMUNITY HIGHWAYS SCHEME**

The committee **NOTED** the recommendation from the Business Plan Sub Committee to pause development of the 20mph scheme and that it would be decided at the full council meeting on 18th December 2025.

PL2025/57.2 **ST PAULS ROAD SAFER CROSSING**

The Committee **NOTED** the written update from WSCC Cllr Julian Joy.

LP joined remotely and reported on the actions of the residents' group. Members were advised that WSCC currently has no plans to install a pedestrian crossing, a position reiterated during an on-site meeting with a WSCC Highways officer.

It was reported that:

- A petition signed by 1,000 residents has been submitted to WSCC, but usage levels are considered insufficient to justify a crossing.
- WSCC has suggested recruitment of a school crossing patrol as an alternative.
- A crossing installation has been costed at approximately £300,000.
- Concerns remain that Centurion Way cannot provide a safe or attractive route due to lighting and drainage issues.
- SMH has written to WSCC requesting a meeting and access to the raw data and methodology used in their assessment, noting queries about how the formula has been applied.
- Community groups are considering temporary SID devices if suitable locations can be identified.
- Minerva Heights remains poorly connected to the City, with no safe crossings or street lighting, which is impacting community integration.

The Committee was advised that a meeting with the MP is planned for January, at which this issue will be discussed. Members requested that options be explored to improve access, address flooding, and enhance safety on Centurion Way.

PL2025/57.3 **DURNFORD CLOSE COMMUNITY TRO**

The Town Clerk reported that residents of Durnford Close had requested support to progress a community Traffic Regulation Order (TRO) scheme to address parking concerns during school pick-up and drop-off times.

An initial meeting between the Town Clerk, Communities Officer, and a resident had taken place, with the following actions agreed:

- The Communities Officer will contact WSCC Highways to arrange an on-site visit during school pick-up and drop-off times to assess the parking issues and recommend potential solutions.
- Durnford Close residents will collaborate with the Parklands Residents Association to gather community support for a scheme and evidence of the parking issues.
- Residents will approach local councillors (Claire Apel, Sarah Quail, Stuart Loxton, Louise Pramas) to seek their support in addressing the matter.
- Chichester City Council will investigate the outcomes of the parking restriction scheme implemented at Saint Joseph's School to assess its effectiveness and relevance to Durnford Close.

The Committee was advised that a meeting date with WSCC Highways to conduct the on-site visit is still awaited.

PL2025/58 **ITEMS TO BE INCLUDED ON THE NEXT AGENDA**

Budget requirements for 2026/27; the Deputy Town Clerk has circulated costings for various items.

PL2025/59 **TEMPORARY DELEGATION OF PLANNING RESPONSES**

The committee agreed to delegate planning application responses that would have been discussed at the 1 January 2026 meeting to the Planning Adviser due to the council offices being closed for the New Year Bank Holiday.

Decision: The committee **RESOLVED** to delegate planning application responses that would have been discussed at the 1 January 2026 meeting to the Planning Adviser.

PL2025/60 **DATE OF NEXT ORDINARY MEETING**

Thursday 29 January 2026 at 4:00 PM.

The meeting closed at 16.58.

Decision: The date of the next ordinary meeting as Thursday 29 January 2026 at 4:00 PM.