



Chichester City Council

MEETING OF COUNCIL

Minutes

Date 29 January 2026

Time 4:00 PM - 5:22 PM

Location Chichester City Council Chamber

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

Councillor Miall (via Teams)

ALSO IN ATTENDANCE: Town Clerk (TC), Planning Advisor (PA), Communications, Civic and Council Support Officer (CCCSO), Property Maintenance Manager (via Teams), Councillor Simon Oakley of West Sussex County Council, 2 Representatives from Smith Simmons & Partners regarding application CC/25/03014/FUL (they departed the meeting at 4:35pm).

PL2026/1 APOLOGIES FOR ABSENCE

No apologies for absence were received.

Councillor Apel was absent

PL2026/2 DECLARATIONS OF INTEREST

No declarations of interest were made at the meeting.

PL2026/3 PUBLIC QUESTIONS

There were no public questions.

PL2026/4 MINUTES OF THE PREVIOUS MEETING(S)

The Committee **APPROVED** and **SIGNED** as a correct record the minutes of the Planning and Conservation Committee meeting(s) held on Thursday 4th December 2025.

PL2026/5

UPDATES ON ACTIONS FROM THE PREVIOUS MEETING(S)

The Committee **NOTED** the completion of the following actions

Minute ref.	Action	Status
PL2025/53	To provide Chichester District Council with verdicts and comments on planning applications	Completed
PL2025/54	To provide Chichester District Council with verdicts and comments on planning applications	Completed
PL2025/58	Add items to the agenda of the next committee meeting	Completed

PL2026/6

JOURNEY THROUGH WORDS - BUSES & BUS STOP ART

The Committee considered the West Sussex County Council proposal and **RESOLVED** to permit WSCC the use of City Council bus shelters for the initial trial period.

PL2026/7

APPLICATIONS FOR PLANNING PERMISSION

CC/25/03014/FUL - 45 Caledonian Road And Forum House 46 Stirling Road Chichester West Sussex PO19 7DN

Redevelopment of former warehouse site with a terrace of two-storey 3 no. town houses, retention and alterations to 2 no. two bedroom flats at 45 Caledonian Road, and associated works.

Chichester City Council supports the redevelopment of this site in principle, and considers that the high-quality design and materials of the new building would enhance the character and appearance of the conservation area. However, objection is raised in respect of the following areas of concern:

- The relationship between the bedrooms of the flats and the front windows and balcony of the rear townhouse (unit 3) is very close. A solid panel blanking off the front of the lightbox/oriel window to address the privacy issue would result in very limited outlook for the flats and would reduce light. It is considered that the oriel windows could be angled and/or otherwise re-designed, with a slightly deeper projection to the rear windows reflecting the stepped design opposite, which would improve the light and outlook for the occupants of the flats.
- There would be insufficient light and outlook to the kitchen/dining rooms and the rear bedrooms of the rear two townhouses (units 2 and 3). It may be possible to redesign the ground floor of these properties, with the bathrooms at the back and stairs re-positioned, so that an adequately lit, open plan, kitchen/dining/lounge space could be provided, which may resolve the light issue in respect of the ground floor.
- Concern is raised that the height of the railings on top of the front boundary wall would be excessive, and would have an enclosing effect on the space, detracting from the attractive vista into the site and having the appearance of a gated development.
- No parking is proposed and this is an area where parking is already difficult for residents. It may be possible to provide some parking for the townhouses within The Forum car park (though it is noted that this is not within the red line application site).

CC/25/02345/FUL - Chichester Racquets And Fitness Club, Oaklands Way, Chichester - 4 no. permanent covered Padel tennis courts.

Chichester City Council raises **NO OBJECTION** to the proposal.

CC/25/03082/FUL - 19 Southgate Chichester - Change of use to Retro Gaming Lounge

Chichester City Council raises **NO OBJECTION** to the proposal.

CC/25/02908/REM - s73 Amendments to the position of the allotments and play areas

Chichester City Council raises **NO OBJECTION** to the application.

PL2026/8 NEW PLANNING APPLICATIONS RECEIVED SINCE PUBLISHING OF THE AGENDA

CC/26/00144/REM - 149 dwellings with associated works on Parcel 1 - pursuant to permission 22/01485/OUTEIA.

Chichester City Council's representation on this application is as follows:

The principle of the application is supported, as the site has Outline permission and the proposal would make a significant contribution to housing need in the area. However, objection is raised to the unusual 'FOG' style car port design of a number of properties along the Principal Route.

The variation in roof pitch, with a shallower pitch over the car ports than the more steeply pitched main dwellings, would not accord with the Phase 2 Design Code which specifies a "consistent and formal roofscape" along the Principal Route.

The FOG design results in several properties along the Principal Route having an unusual and inauthentic appearance, with blocked up windows on their ground floor front elevations. This would have a detrimental effect on natural surveillance and interaction with the street, which forms the Principal Route. Though any loss of parking would be regrettable given the lack of on-street parking in this development, it is noted that there is a significant over-provision of parking compared to WSCC requirements. Therefore, consideration should be given to omitting the car ports, and replacing them with habitable spaces providing ground floor front elevation windows.

If any FOG frontages remain, they should be significantly set back, and set behind an area of planting, which must tall and deep enough to provide meaningful screening of these elevations.

Solar panels should be added where possible.

CC/26/00019/CONADV - 2 Northgate, Chichester, West Sussex, PO19 1BA – Advertisement Board

Chichester District Council has concluded its investigation. The breach of planning control has been resolved following the removal of the "To Let" sign, and the case has now been closed.

PL2026/9 BUDGET REQUIREMENTS 2026/27

The Committee discussed the additional £7,500 requested for next financial year 2026/27 and **NOTED** the costs of various items.

TC clarified that fingerposts are the responsibility of Chichester District Council; however, Chichester City Council has refurbished them in the past due to budget constraints.

The Committee requested that once the public pavement scheme designs are finalised gaps in cycle parking provision in the centre be identified and additional provision installed if required.

PL2026/10 NET ZERO MATTERS

The Committee **NOTED** that due to difficulties in securing support from the team at Chichester District Council the proposed 'Green' event at the Assembly Room would be postponed to later in the year, likely to the autumn.

PL2026/11 ENFORCEMENT MATTERS

The committee **NOTED** that an enforcement notice had been served for breach of conditions to Vistry Homes Limited by Chichester District Council with regards to their failure to comply with the landscaping and tree planting scheme for their development at Minerva Heights phase 1.

PL2026/12 TRAFFIC ISSUES

The Committee **NOTED** the consultation for the proposed Traffic Regulation Order at Drovers Lane and Acres Drive and made the following comments: concerns were expressed that the TRO may cause displacement issues in adjoining streets as has happened at Orchards Gardens and it was queried if all options to alleviate the problems had been explored with the school.

PL2026/13 PUBLIC REALM MATTERS

The Town Clerk advised that since the agenda was published, she has learned that the escheat land (currently owned by the Crown Estate) at Arundel Park is in the final stages of being sold and that the new landowner should therefore be able to undertake maintenance of the site.

PL2026/14 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

- St Paul's Crossing – invitation to be issued to the Chichester City Council West Ward Councillors
- Confirmation of purchase of the Escheat Land at Arundel Park
- Lighting of footpath of St Paul's Road – Invitation to be issued to Chichester City Council Project Manager

PL2026/15 DATE OF NEXT ORDINARY MEETING

Committee agreed that the date of the next ordinary meeting would be Thursday 26 February 2026.