



**MINUTES OF BARNHAM AND EASTERGATE PLANNING & ENVIRONMENT COMMITTEE MEETING  
HELD AT BARNHAM COMMUNITY HALL ON TUESDAY 10<sup>TH</sup> SEPTEMBER 2024**

**Present:** Chris Wells (Chair); Sue Wallsgrove; John Robinson; Phil Cramp

**In attendance:** Gemma Hindson (Assistant Clerk, Planning).

**1. Apologies for absence**

Heather Kilroy (Vice Chair)

**2. Declarations of Interest**

No declarations of interest noted.

**3. Public participation**

Members of the public present are invited to ask questions of the Committee but only if they relate to items on the agenda. The session will last no more than 15 minutes and will not be formally minuted. Each speaker is limited to 5 minutes. However, issues raised may be mentioned in the minute of the item they relate to. Members of the Public present raised no issues relating to items on the agenda.

**4. Approval of Minutes of Meeting held on Tuesday 26<sup>th</sup> June 2024**

**Resolved:**

**That the minutes of the Planning & Environment Committee held on Tuesday 26<sup>th</sup> June 2024 be approved as an accurate record of the meeting and signed by the Chair.**

**5. To consider the following new applications made to Arun District Council**

**Application number: BN/100/24/A**

**Address:** Malvern Croft Fontwell Avenue Eastergate PO20 3RY

**Application details:** Installation of 1 x fascia sign and 1 x hanging sign.

**Committee response:** The Committee resolved to submit a no objection response.

**Application number: BN/115/24/A**

**Address:** Land and Buildings East of 28 Barnham Road Barnham Bognor Regis PO22 0ES

**Application details:** Installation of 1 x externally illuminated sign, 1 x externally illuminated projecting sign and 2 x internally mounted window films.

**Committee response:** The Committee resolved to submit a no objection response provided the proposal is in line with ES16, Dark Skies policy.

**Application number: BN/59/24/HH**

**Address:** Walden School Lane Eastergate PO20 3UU

**Application details:** Conversion of existing detached garage into an annex. Alteration to existing fenestration. Removal of existing conservatory and garage attached to the house and replacement with a single storey extension. New rooflights to main roof and garage roof.

**Committee response:** The Committee resolved to submit a no objection response on the basis that no additional dwelling was being created.

**Resolved:**

**That the Assistant Clerk be authorised to submit responses to Arun District Council as approved by the Committee.**

**6. To note responses to the following applications have been submitted to Arun District Council following approval via an email exchange as per the Committee's Terms of Reference:**

**Application number: BN/49/24/HH**

**Address:** 31 Elm Grove Barnham PO22 0HL

**Application details:** Extension to existing side dormer.

**Committee response/comments:** No objection

**Application number: BN/90/24/HH**

**Address:** Manor Cottage Church Lane Barnham PO22 0BP

**Application details:** Replacement windows/doors to ground floor link & minor internal modifications: Partition walls to create x2 E/S Bathrooms & re-instatement of kitchen wall. (This application may affect the character and appearance of the Church Lane, Barnham Conservation Area).

**Committee response/comments:** No objection

**Application number: BN/91/24/L**

**Address:** Manor Cottage Church Lane Barnham PO22 0BP

**Application details:** Listed building consent for replacement windows/doors to ground floor link & minor internal modifications: Partition walls to create x2 E/S Bathrooms & re-instatement of kitchen wall

**Committee response/comments:** No objection

**Application number: BN/92/24/PL**

**Address:** Chireya 37 Downview Road Barnham PO22 0EF

**Application details:** Division of a single detached chalet bungalow to create 2 No two-bedroom semi-detached dwelling (self build), modification of existing front dormer, modification and increase in size of rear dormer, addition of a single storey rear extension and associated landscaping and upgrading of the thermal envelope from an uninsulated structure (resubmission following BN/142/23/PL). This application is in CIL Zone 2 and is CIL Liable as a new dwelling.

**Committee response/comments:** No objection

**7. To note decisions taken by Arun District Council since the last meeting of the Committee**

**Application number: BN/50/24/PL**

**Address:** Land and Buildings East of 28 Barnham Road Barnham PO22 0ES

**Application details:** Part-demolition and change of use of existing buildings from vacant retail (Class E) to a hot food takeaway (sui generis). Provision of car parking, installation of

extraction and ventilation equipment and external alterations including replacement roof and new shopfront. This application is in CIL zone 2 (zero rated) as other development.

**Committee response:** The committee resolved to support the application as it is in line with BEPC NP policy EE1 - Support for business.

**Decision:** Approve Conditionally

**Decision date:** 07.08.24

**Application number:** BN/64/24/HH

**Address:** 11 Bateson Way Barnham PO22 0FL

**Application details:** Proposed garage conversion works.

**Committee response:** No objection

**Decision:** Approve Conditionally

**Decision date:** 08.08.24

**Application number:** BN/49/24/HH

**Address:** 31 Elm Grove Barnham PO22 0HL

**Application details:** Extension to existing side dormer.

**Committee response/comments:** No objection

**Decision:** Approve Conditionally

**Decision date:** 14.08.24

**Application number:** BN/90/24/HH

**Address:** Manor Cottage Church Lane Barnham PO22 0BP

**Application details:** Replacement windows/doors to ground floor link & minor internal modifications: Partition walls to create x2 E/S Bathrooms & re-instatement of kitchen wall. (This application may affect the character and appearance of the Church Lane, Barnham Conservation Area).

**Committee response/comments:** No objection

**Decision:** Approve Conditionally

**Decision date:** 22.08.24

**Application number:** BN/91/24/L

**Address:** Manor Cottage Church Lane Barnham PO22 0BP

**Application details:** Listed building consent for replacement windows/doors to ground floor link & minor internal modifications: Partition walls to create x2 E/S Bathrooms & re-instatement of kitchen wall

**Committee response/comments:** No objection

**Decision:** Approve Conditionally

**Decision date:** 22.08.24

**8. To note the following planning applications that he been withdrawn since the last meeting of the Committee**

**Application number:** BN/60/24/HH

**Address:** Berwick Lodge 138 Barnham Road Eastergate PO22 0EH

**Application details:** Single storey rear extension, new garage door and alterations to fenestration/openings.

**9. Current and Potential Developments in the Parish – Update Reports**

**9.1 Barratt's update**

Nothing to report

## 9.2 Dandara/Fontwell Avenue update

Sue Wallsgrove reported that the new shop build is ongoing and will be accessed via Steeplechase Way off Fontwell Avenue.

## 9.3 Croft Surgery

The following points were noted from the latest Friends of the Croft meeting:

- The keys will now be handed over in November and it is expected that the new premises will be occupied by Christmas
- Construction of the new road has commenced

Following discussion, the committee agreed to support Sue Wallsgrove with communication to ADC with regard to the solar panels that have been omitted from the final build.

## 9.4 Warwick Nurseries and Boweries

The Parish Council are liaising with the developer regarding their installation of permanent traffic calming measures on Barnham Road and the subsequent requirement for the SID units to be relocated.

## 10. Environmental matters:

### 10.1 Air Quality Monitoring update:

The latest tube collections were completed on Wednesday 17<sup>th</sup> July and Thursday 22<sup>nd</sup> August.

Reports from the last two cycles were received on Friday 26<sup>th</sup> July and Monday 2<sup>nd</sup> September 2024 respectively with no results reaching the threshold.

| Sample Number   | Site                       | Date and Time ON | Date and Time OFF | Exposure Time (Hours) | Total µg | µg m <sup>-3</sup> | ppb  | Comments |
|-----------------|----------------------------|------------------|-------------------|-----------------------|----------|--------------------|------|----------|
| BEPC/23A/NA10S1 | Lampost No 2 Fontwell Ave  | 10/06/2024 16:00 | 17/07/2024 16:05  | 888.08                | 1.22     | 19.7               | 10.3 |          |
| BEPC/23A/NA10S2 | Lampost No 5 Fontwell Ave  | 10/06/2024 16:05 | 17/07/2024 16:08  | 888.05                | 1.01     | 16.4               | 8.5  |          |
| BEPC/23A/NA10S3 | Lampost No 7 Fontwell Ave  | 10/06/2024 16:08 | 17/07/2024 16:10  | 888.03                | 1.39     | 22.4               | 11.6 |          |
| BEPC/23A/NA10S4 | Lampost No 10 Barnham Road | 10/06/2024 16:10 | 17/07/2024 16:13  | 888.05                | 0.94     | 15.2               | 7.9  |          |
| BEPC/23A/NA10S5 | Lampost No 43 Barnham Road | 10/06/2024 16:14 | 17/07/2024 16:15  | 888.02                | 1.16     | 18.7               | 9.7  |          |
| BEPC/23A/NA10S6 | Lampost No 5 Yaplou Road   | 10/06/2024 12:00 | 17/07/2024 16:25  | 892.42                | 0.86     | 13.9               | 7.2  |          |
|                 |                            |                  |                   |                       |          |                    |      |          |

| Sample Number   | Site                       | Date and Time ON | Date and Time OFF | Exposure Time (Hours) | Total µg | µg m <sup>-3</sup> | ppb  | Comments      |
|-----------------|----------------------------|------------------|-------------------|-----------------------|----------|--------------------|------|---------------|
| BEPC/23A/NA11S1 | Lampost No 2 Fontwell Ave  | 17/07/2024 12:00 | 22/08/2024 12:02  | 864.03                | 1.01     | 16.8               | 8.7  |               |
| BEPC/23A/NA11S2 | Lampost No 5 Fontwell Ave  | 17/07/2024 12:00 | 22/08/2024 12:26  | 864.43                | 0.9      | 14.9               | 7.7  |               |
| BEPC/23A/NA11S3 | Lampost No 7 Fontwell Ave  | 17/07/2024 12:00 | 22/08/2024 12:28  | 864.47                | 1.27     | 21                 | 10.9 |               |
| BEPC/23A/NA11S4 | Lampost No 10 Barnham Road | 17/07/2024 12:00 | 22/08/2024 12:31  | 864.52                | 1.23     | 20.3               | 10.6 | Spider + nest |
| BEPC/23A/NA11S5 | Lampost No 43 Barnham Road |                  |                   |                       |          |                    |      | missing       |
| BEPC/23A/NA11S6 | Lampost No 5 Yaplou Road   | 17/07/2024 12:00 | 22/08/2024 12:39  | 864.65                | 0.84     | 13.9               | 7.2  |               |
|                 |                            |                  |                   |                       |          |                    |      |               |

It was noted that on collection on Wednesday 22<sup>nd</sup> August, one of the AQM tubes had been removed and therefore no result for this site could be recorded.

**10.2 Vehicle Activated Screen (VAS)**

Report for June 2024

Total vehicles (from both units): 204,303  
Average speed for all vehicles: 33.75mph

Report for July 2024

Total vehicles (from both units): 248,372  
Average speed for all vehicles: 33.375mph

**10.3 Litter issues around the Parish**

The Assistant Clerk and Andrew Crawford are meeting with ADC on Thursday 12<sup>th</sup> September for a quarterly review.

**10.4 Flooding issues around the Parish**

Sue Wallsgrove reported that the recent Lake Lane road closure was due to two collapsed drains and that Southern Water have not ruled out the possibility of permanent tankers being in situ throughout the winter if there is significant rainfall.

**11. Report by Assistant Clerk**

The Assistant Clerk mentioned the current NPPF consultation which is due to close on Tuesday 24<sup>th</sup> September. It was agreed that Chris Wells would submit a response on behalf of the committee.

**12. Arun District Council’s HELAA (Housing and Economic Land Availability Assessment)**

It was noted that ADC was still yet to update their call for sites between June-July 2023.

**12. Date of Next Meeting**

Tuesday 29<sup>th</sup> October 2024 at 7.30 p.m. in public in Barnham Community Hall.

The meeting closed at 8.35pm

Signed: .....

**Chair, Planning & Environment Committee**