

**Draft** Minutes of the Planning Committee meeting of Chidham & Hambrook Parish Council held at Chidham Village Hall on 23 May 2019 at 7.00pm

Present: Cllr M Gilby Cllr P MacDougall  
Cllr J Sheppard Cllr J Towers

Also present: 1 Member of the public, Mr M Sheldrake  
Locum Clerk: Ms L Wilcock

*Meeting opened at 1905hrs*

**0001-19 Election of Chair and Vice Chair**

Noted that the group said that more Councillors were needed on the Committee as 4 members only just make it quorate. Cllr P MacDougall was proposed and voted unanimously as Chair. Cllr M Gilby was proposed and voted unanimously as Vice Chair. The Committee **agreed** in future meetings the Clerk/RFO will provide the downloaded plans to be displayed on the projector via the Clerk's laptop. Chair has the projector now but will to pass it to the Clerk after the APM. **Action:** Clerk/RFO

**0002-19 Apologies for Absence**

Clerk/RFO Mrs B Jones gave her apologies in advance of the meeting. Locum Clerk Ms L Wilcock took the minutes of the meeting in her absence.

**0003-19 Declarations of Interest**

None recorded.

**0004-19 Minutes**

**Resolved** that the minutes of the Planning Meeting held on 18 April 2019 be approved as a correct record. The Chairman signed the minutes.

**0005-19 Public Open Forum**

Mr Mark Sheldrake, Director of Cobnor Activity Centre, spoke to the committee. Noted that Mark took over the management of the centre about a year ago but has been with CYE since he was 9 years old. He spoke about the looking to future. The Centre would like to be able to provide this for the future so to have safer parking for people attending the centre an extra car parking is going to be applied for. This is due to certain events that do not have one coach load of people coming down, they have individual cars dropping off so to allow for the safety of the children and disabled visitors a new hard standing would be required. The planning at the pre app stage with CDC and the group are looking at part of a field for a hard standing so that the parking is away from the children walking. It will be hedged in so it is hidden. Mark offered to chat with anyone about it and why it is important. Permeable surfaces are being explored to prevent flooding and he had already spoken to the neighbours who agree in principle. Mark offered for the committee to visit the centre and see where it will be placed. The car park is not due to an increase in places offered but as a safety precaution. Traffic down the lane and speeds are addressed with speed humps and information within the packs sent to parents and carers. In addition to the residential spaces there is a meeting once a week with PACSO. They visit via minibus on a Thursday and that is the only extra

attendees in addition to the 50 residential places which are already in place. Chair reminded the Committee that the policy was to ask questions rather than give an indication on whether they were in favour of the proposal as they can only do so at the formal application stage. Noted that a section of hedge would be cut down to allow access to the field but new hedge will replace it by approximately 8 times the amount cut down. The Committee gave advice on who to contact with regard to the hedge. Mark thanked the committee for their time and left the meeting.

**0006-19 Planning Applications**

19/01010/ADV - Case Officer: Maria Tomlinson (extension requested to 24 May – no response) Mitchells and Butlers, Bosham Inn Main Road Bosham PO18 8PW  
New signage and associated lighting.

**Resolved:** that the committee had no objection to this application.

**0007-19 Planning Decisions**

Noted

**0008-19 Planning Appeals**

Noted.

**0009-19 Chair's Report**

The Chair asked if there had been any progress on the outline planning application at Flat Farm. Noted that this had been red carded by the District Councillor.

**0010-19 Soft Sand Review of the West Sussex Joint Mineral's Local Plan**

As Cllr C Archer had not renewed his membership to the Committee it was agreed that this would now be added to the Parish Council meeting. **Action Clerk/RFO to add this item to next Parish Council meeting Agenda as a rolling item.**

**0011-19 Policies on meeting developers**

Examples of policies adopted by other Parish Councils were given in advance of the meeting as requested by Cllr Gilby. It was **agreed** that the documents should be merged and members of the committee will edit it with the Clerk in time for its adoption at the next Parish Council meeting. **Action Clerk/RFO to email document to committee for their edits. This document will then be presented at the next Parish Council meeting for adoption. Clerk/RFO to feed back to Chaswood Nursery to say that this policy is due for adoption and publication.**

**0012-19 Any other business**

Cllr Sheppard asked if the Clerk/RFO can approach CDC to arrange some in-house training for the group. In particular how to respond to plans and the rules of planning applications. **Action Clerk/RFO to arrange this training session.**

**0013-19 Next meeting**

The next meeting will be held on **Tuesday 18 June 2019**. Apologies in advance from Cllr J Towers.

*Meeting closed at 19:59pm*