

RUSTINGTON PARISH COUNCIL

PLANNING COMMITTEE

MINUTES: of the Meeting held on 6 October 2025

PRESENT: Councillors Ms M Revell (Chairman), J Ceiriog-Hughes, Mrs A Cooper, A Cooper, G Lee, Mrs C Stevens and P Warren

87/25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bennett (Work Commitment) and Grevett (Holiday). These apologies were accepted by the Committee.

88/25 DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest by Members.

89/25 MINUTES

The Minutes of the Meeting held on 8 September 2025 were signed by the Chairman as a correct record.

90/25 MATTERS ARISING FROM THE MINUTES

- (a) **Arun District Council - North Littlehampton Steering Group Meeting - Invitation to attend Meeting solely for item on Application No. LU/93/25/PL - Part Demolition, Conversion, Refurbishment and Re-elevation of Units 5 and 6 and construction of retail (food and non-food), leisure and food and beverage units (use Class E), together with associated car parking, access, loading areas, landscaping and associated works. This Application is in CIL Zone 2 and is CIL liable - Units 5-7 Watersmead Business Park, Norway Lane/Worthing Road, Littlehampton**
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The Clerk reported the receipt of an Invitation from the Post Approval Implementation and Monitoring Officer, Planning, for one representative to attend the North Littlehampton Steering Group Meeting on 10 October 2025, specifically and solely to hear the update from the Developer and District Council Officers on the latest status of the above-mentioned Application.

She confirmed that Councillor Warren would be representing the Council at the Meeting.

The Committee NOTED this information.

91/25 LOCAL PLANNING AUTHORITY DECISIONS

- (a) The Clerk reported that she had previously circulated notifications received from the local Planning Authority, advising that planning permission in respect of the following applications had been granted conditionally:-

- R/113/25/HH - Conversion of rear conservatory to flat roof brick extension and single storey side extension with changes to fenestration - 7 Tasman Close**
- R/119/25/L - Listed building consent to replace bay window to front elevation -
1 Knightscroft House, Sea Lane**
- R/122/25/PL - Removal of solar panels and retiling of pitched roofs on Flint House. This application may affect the setting of a listed building and is in CIL Zone 4 (zero rated) - Flint House, Cudlow Garden**

- R/127/25/HH - Roof alterations to create new higher ridge line, two cottage dormers to the front elevation and flat roof dormer to the rear elevation. Change pitched roof of the existing rear ground floor addition to a flat roof to match the adjoining extension - 159 Worthing Road**
- R/130/25/HH - Rear/side wrap-around single storey extension - 17 Mill Close**
- R/131/25/HH - Alterations to the roof, new hip gable roof to 2 No. projecting bays, East and West elevation extensions and minor internal remodelling. Relocation of the front door on the same elevation - 8 Holmes Lane**

The Committee NOTED this information.

- (b)** The Clerk reported that she had previously circulated a notification received from the local Planning Authority, advising that planning permission in respect of the following application was not required:-

R/141/25/CLP - Lawful development certificate for a proposed hip-to-gable loft conversion with rear dormer - 35 Shaftesbury Road

The Committee NOTED this information.

- (c)** The Clerk reported that she had previously circulated a notification received from the local Planning Authority, advising that planning permission in respect of the following application had been withdrawn:-

R/133/25/T - 1 No. Ash (T4) proposed removal of the existing play equipment and associated bark ground covering to facilitate the creation of a new turfed seating area within the rear garden. T4 is located within the area of the proposed works. Protection measures will remain throughout the proposed works with no works to the existing TPO trees - Lamb Inn, 73 The Street

The Committee NOTED this information.

- (d)** The Clerk reported that she had previously circulated a notification received from the local Planning Authority, advising that planning permission in respect of the following application had been refused:-

R/138/25/T - 1 No. Mulberry (T1) crown lift to 6 metres from ground level and crown reduction to leave a height of 9 metres and a spread (east/west) of 1.5 metres in each direction - Ffynches Lodge, 18 The Street

The Committee NOTED this information.

92/25 PLANNING APPLICATIONS

The Clerk reminded the Committee of the PowerPoint Presentation which had been produced and circulated to all Members prior to the Meeting.

- (a) R/153/25/HH - Erection of rear orangery - Wagtails, 5 Milton Close, Rustington**

The Committee AGREED to raise no objection to this application, but AGREED a Neighbour Notification.

- (b) R/160/25/PL - Erection of a single storey rear extension. This application is in CIL Zone 4 (zero rated) as other development - 154-160 The Street, Rustington**

The Committee AGREED to raise no objection to this application.

(c) R/152/25/HH - Conversion of garage to habitable use, first floor side extension and alterations to rear roof, including installation of rooflights and alterations to fenestration - 7 Hawley Road, Rustington

Following detailed consideration, the Committee AGREED to object to this application as follows:-

- (i) The proposal to construct a two-storey extension extremely close to the northern boundary, by reason of its height, mass and a loss of light, would be overbearing for the occupiers of the neighbouring property, namely No. 5 Hawley Road, and would most certainly adversely affect their visual amenities and quiet enjoyment to an unacceptable degree
- (ii) The proposal would be in conflict with Policy 2 of the Rustington Neighbourhood Plan which states that any development should not impact on surrounding properties.

The Committee also AGREED a Neighbour Notification.

(d) R/161/25/HH - Replacement of conservatory roof and new single storey rear extension and associated works - 30A Cudlow Avenue, Rustington

The Committee AGREED to raise no objection to this application, but AGREED a Neighbour Notification.

(e) R/165/25/HH - Decking to rear of property - 33 Tennyson Avenue, Rustington

The Committee AGREED to raise no objection to this application.

(f) R/158/25/HH - Single storey rear extension to facilitate conversion of garage to habitable use and installation of rear lean-to - 3 Dawtrey Close, Rustington

The Committee AGREED to object to, and comment on, this application as follows:-

- (i) The proposal, which would, in effect, mean that the garage linked to the adjacent property would become an adjoined residential unit, would have an adverse effect on the quiet enjoyment of the occupiers of the neighbouring property, namely No. 4 Dawtrey Close, and thus conflict with Policy 2 of the Rustington Neighbourhood Plan
- (ii) The proposal to facilitate the conversion of the garage to habitable use should only constitute an ancillary part of the existing property, and should not be used for separate independent living or as an additional dwelling on the site at any time in the future
- (iii) The proposed lean-to extension does not appear to be shown on the submitted plans.

The Committee also AGREED a Neighbour Notification.

93/25 NON-ADVERTISED APPLICATIONS E.G. CERTIFICATES OF LAWFULNESS FOR A PROPOSED USE OR DEVELOPMENT

(a) R/156/25/CLP - Lawful development certificate for a proposed single storey rear extension to replace the existing conservatory - 69 Old Manor Road, Rustington

The Committee NOTED this application, and AGREED a Neighbour Notification.

(b) R/164/25/CLP - Lawful development certificate for the proposed installation of a new first-floor window in the south facing elevation of the property - 30 Dolphin Way, Rustington

The Committee NOTED this application.

(c) **R/170/25/CLP - Lawful development certificate for a proposed single storey side extension -
81 Chaucer Avenue, Rustington**

The Committee NOTED this application, and AGREED a Neighbour Notification.

**94/25 ARUN DISTRICT COUNCIL - PLANNING COMMITTEE - REPORT OF
PROCEEDINGS**

Councillor Warren advised the Committee that there were no Rustington, or nearby, applications to be considered at the next Meeting of the Planning Committee to be held on 15 October 2025.

The Committee NOTED this information.

There being no further business, the Meeting concluded at 6.45 pm.

Chairman: **Date:**