RUSTINGTON PARISH COUNCIL

PLANNING COMMITTEE

MINUTES: of the Meeting held on 16 November 2026

PRESENT: Councillors Mrs C Stevens (Chairman), Mrs A Cooper, A Cooper, R Grevett (Late Arrival), G Lee, Ms M Revell and P Warren

In attendance: Councillors J Ceiriog-Hughes and Mrs C Harris (Finance Manager/RFO)

106/26 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Bennett (Work Commitment). This apology was accepted by the Committee.

107/26 DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest by Members.

108/26 MINUTES

The Minutes of the Meeting held on 26 October 2026 were signed by the Chairman as a correct record.

109/26 MATTERS ARISING FROM THE MINUTES

(a) R/63/26/PL - Demolition of existing Public House and 1 No. dwelling and redevelopment for retirement living accommodation (Use Class C2) comprising 28 No. retirement living apartments and 3 No. retirement living cottages, including communal facilities, access, car parking and landscaping (resubmission following R/143/24/PL). This application is in CIL Zone 4 (zero rated) as other development - The Windmill Inn and 34 Mill Lane, Rustington

The Clerk referred to Minute 101/26(a) and advised the Committee that a Hearing was to be held into the Appeal at the Arun District Council Civic Centre on 16 December 2026 in respect of the above Application, by an Inspector appointed by the Ministry of Housing, Communities and Local Government.

The Committee NOTED this information and AGREED that Councillors Mrs Cooper and/or Bennett should attend the Hearing to present the Council's objections in respect of this application.

110/26 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 with no objection:-

R/130/26/TC - Populus alba (White Poplar) (T1) - A lateral crown reduction of 3 metres to leave a lateral spread of 19 metres (South). A lateral crown reduction of 2-3 metres to leave a lateral spread of 19 metres with lowest limb removal (South-East). A lateral crown reduction of 3 metres to leave a lateral spread of 17 metres with crown lift to 4 metres on the lower limb (East). A lateral crown reduction of 3-4 metres to leave a lateral spread of 19 metres (North). A lateral crown reduction of 3-4 metres to leave a lateral spread of 20 metres (South-West). An upper crown thin of 20%. This application may affect the character and appearance of the Rustington Conservation Area - Elm Farm, 34 The Street

R/137/26/TC - Ilex Oak (T1) - Height reduction to leave a height of 8 metres. Radial spread reduction to leave a spread of 3 metres. Willow (T2) - Height reduction to leave a height of 6 metres. Radial spread reduction to leave a spread of 2.5 metres - Manor Cottage, Station Road

The Committee NOTED this information.

(b) 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 was not required:-

R/132/26/CLP - Application for certificate of lawfulness for a proposed use of converting attached garage into habitable room - 32 Old Manor Road

R/136/26/CLP - Lawful development certificate for the proposed insertion of French doors to replace current window to the side of the garage and damp proofing - 1 Amberley 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 was had been withdrawn:-

R/144/26/PDH - Notification under extended permitted development rights for a single storey rear extension measuring 5.25 metres from existing dwellinghouse, with a height of 3 metres and an eaves height of 3 metres - 6 Walders Road

The Committee NOTED this information.

111/26 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/163/26/HH - Rear and side extension to end terrace house - 5 Paddock Green, Rustington

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

(b) R/164/26/HH - Retrospective conversion of loft to habitable use with rear dormer and front rooflights - 44 Fircroft Crescent, Rustington

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

(c) R/167/26/S73 - Application under Section 73 of the Town and Country Planning Act 1990 for the variation of condition 3 imposed under R/224/19/PL (which previously varied the hours of operation of the associated plant and machinery as a variation of R/141/19/PL (which itself had previously varied R/34/19/PL with respect to delivery/servicing hours)) by amending the trading hours to 09:30 to 01:00 hours (i.e. 1:00 am the following morning) on Mondays to Thursdays, from 09:30 to 02:00 hours (i.e. 2:00 am the following morning) on Fridays and Saturdays and from 09:30 to 00:00 hours on Sundays with the additional restriction that after midnight on Mondays to Saturdays, the premises will not be open to walk-in or dine-in customers, but only to third party delivery aggregators collecting orders for delivery - 4 Broadmark Parade, Broadmark Lane, Rustington

The Committee AGREED to object to this application on the following grounds:-

(i) The proposal to vary Condition 3 imposed under R/224/19/PL (which previously varied the hours of operation of the associated plant and machinery as a variation of R/141/19/PL (which itself had previously varied R/34/19/PL with respect to delivery/servicing hours)) by extending the trading hours to 1.00am the following morning on Mondays to Thursdays, 2.00am the following morning on Fridays and Saturdays and to midnight on Sundays, would most certainly adversely affect the quiet enjoyment of the residents of the properties above not only the retail unit itself, but also a number of the other retail units in close proximity, by reason of the noise element which would be caused by staff leaving the premises and from any items of equipment being used up to this time.

(ii) The following previous decision in 2019 stated:-

'The use hereby approved relating to retail unit opening hours, shall only be between the hours of 10.30am to 11pm Monday to Saturday and between 10.30am and 10pm on Sundays and Bank Holidays. The use of machinery operations and ventilation associated with the use shall only be between the hours of 9.30am to 11pm Monday to Saturday and between 9.30am and 10pm on Sundays and Bank Holidays. Reason: To protect the amenities of occupiers of adjoining properties in accordance with Arun Local Plan policies D DM1, QE DM1 and QE DM3.'

This Council believes that the need to protect the amenities of occupiers of adjoining properties still stands.

(iii) The proposal by reason of the vehicular activity both in front of, and in the Car Park to the rear of, the retail unit, would generate noise during the planned unsocial hours which would have an adverse effect on the residents of the properties above the retail units on Broadmark Parade and other neighbouring properties quiet enjoyment. Regular vehicular access to the front of the pavement by delivery drivers has been intermittently enforced by Arun Parking enforcement due to complaints, but still remains an issue.

(iv) The proposal, if approved, would create a precedent for any other retail units on Broadmark Parade, with the local Planning Authority finding it more and more difficult to refuse similar proposals. The cumulative effect of this would be to alter the character of the locality to the serious detriment of the amenities of the area and quiet enjoyment of the residents of the properties above the units, in particular.

112/26 NON-ADVERTISED APPLICATIONS E.G. CERTIFICATES OF LAWFULNESS FOR A PROPOSED USE OR DEVELOPMENT

(a) R/161/26/DEM - Prior notification under Schedule 2 part 11 Class B of the General Permitted Development Order for the demolition of a single storey flat roof building - British Red Cross Society, Broadmark Lane, Rustington

The Committee NOTED this application.

Councillor Grevett joined the Meeting at this juncture.

113/26 ARUN DISTRICT COUNCIL - PLANNING COMMITTEE - REPORT OF PROCEEDINGS

Councillor Warren advised the Committee that there were no applications of any local interest considered at either the 21 October 2026 or the 18 November 2026 Meetings of the Planning Committee.

The Committee NOTED this information.

There being no further business, the Meeting concluded at 5.50 pm.

Chairman: ..... Date: .....