

**MINUTES OF THE PLANNING, AMENITIES & ENVIRONMENT COMMITTEE
OF BERTSTED PARISH COUNCIL HELD AT 19:00 ON TUESDAY 2 APRIL 2024
AT BERTSTED JUBILEE HALL, CHALCRAFT LANE.**

Present: Cllrs P. Ralph, J. Spencer (Committee Chair) and P. Wells, A. Van Koolbergen,
G. Yeates and Mrs S. O'Connell (Deputy Clerk)

In attendance: 0 members of the public

23481

Apologies for Absence

None

23482

Declarations of Interests

None

23483

Public Session

None

23484

Minutes of the Last Meeting 5 March 2024

RESOLVED that the Minutes of the Meeting 5 March 2024, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

23485

Matters Arising from the Minutes

Minute 23427 – Cllr Wells asked if any action was being taken regarding the member of public's suggestion. The Deputy Clerk informed him that she was adding comments about ditches to the Infrastructure Meeting when hopefully a representative from Barrat Homes would be present.

23486

Planning Applications.

- a) App. No. BE/26/24/RES
Site: Chalcroft Nurseries, Chalcroft Lane
Application: following outline consent BE/81/20/OUT for the commercial part of the outline approval including the layout, scale and appearance of the commercial units along with landscaping and areas for biodiversity net gain. This site falls within Strategic Site SD3, CIL Zone 1 (Zero Rated).
RESOLVED to make the following comment: NO OBJECTION
- b) App. No. BE/29/24/T
Site: The Cottage, Shripney Road, Bersted
Application: Fell 1 No. Ash (T45).
RESOLVED to make the following comment: NO OBJECTION
- c) App. No. BE/30/24/HH
Site: 15 Bedford Avenue, Bersted
Application: Single storey garage extension to the front and the raising of the existing garage flat roof to match.
RESOLVED to make the following comment: NO OBJECTION
- d) App. No. BE/31/24/PL
Site: 2 Central Avenue, Bersted
Application: Change of use and conversion of existing self-contained flat on first floor and construction of side and rear first floor extensions to provide 3 No. additional dental treatment rooms. This application is in CIL zone 4 (zero rated) as other development.
RESOLVED to make the following comment: NO OBJECTION

23487

Planning Decisions

BE/117/23/PL - Lieves Lodge 84 North Bersted Street – Withdrawn.

23488

Emergency Resilience Plan

Cllr Wells gave an update. He had met with the Deputy Clerk and had added names to the emergency contact list as it was felt four people should be available in different parts of the Parish. The telephone tree to include volunteers from the parish. The hall has been added as a short-term rest centre. Consideration was made into buying storage for sandbags and sand for sites at Jubilee Fields and Cllr Yeates' office supplies in Shripney, to use as needed. Cllr Yeates suggested looking at sand boxes/flood boxes that she uses that are light to carry and expand to collect flood water, though they are not cheap. It was suggested that an A5 card is produced giving emergency numbers and a checklist for residents to prepare for flooding events etc, for distribution. It was agreed to arrange a meeting with WSCC and Arun DC resilience officers and invite nearby parishes to attend.

RESOLVED to arrange a meeting with WSCC and Arun DC resilience officers and invite nearby parishes to attend. Enquire for purchasing sandbags and sand/flood boxes.

ACTION – Deputy Clerk to set up a meeting in the hall with WSCC & ADC resilience officers and invite nearby Parishes and make enquiries on purchasing sandbags and sand/flood boxes.

23489

Caravan Sites & Control Development Act, 1960, Section 8.**Marigolds Caravan Park, Shripney Road PO22 9NZ.**

Application to increase the maximum number of caravans for which the site is licensed to sixty-five (65). Currently maximum is sixty (60). Members considered the application but had reservations as a planning application BE/11/14 restricted the number of caravans to 63 and would therefore raise an objection, until the exact number is confirmed by the case officer, along with the following comments.

Members felt that the extra caravans would impact the amenity in providing visitor parking and that the front of the site should be used for this purpose and not siting of a caravan and a more robust fence is put in place.

With regards to road safety, signage should be placed on the highway near the entrance to inform road users of traffic exiting the site.

RESOLVED to object to the application until the exact number of caravans is confirmed.

Members agreed to lift the objection if the number of caravans is confirmed as 65, but the comments will remain.

ACTION the Deputy Clerk to contact the case officer to confirm the number of caravans currently on site.

23490

Business Plan – Planning Amenities and Environment Committee Objectives

Members agreed to include the Emergency Resilience Plan to purchase sand containers, obtain another Speed Indicator Device, for Biodiversity net gain include the Spinney as an option and more litter bins.

An aspiration of the committee is that the small piece of land next to the church is used as a community garden area for the parish. The land is currently owned by a builder.

RESOLVED to agree the Business Plan includes Emergency Resilience Plan to purchase sand containers, obtain another Speed Indicator Device, for Biodiversity net gain include the Spinney as an option and more litter bins.

An aspiration of the committee is that the small piece of land next to the church is used as a community garden area for the parish.

23491

Correspondence

Greenprint is an innovative project WSCC are involved with and have funding given to them to explore the potential for using grass cuttings from highway verges in the production of biofuels

and road materials over the next 2-3 years. Highway verges in Bersted and 2 other parishes have been chosen, grass collection will start with the first cut.
Letter from Arun DC to inform the Parish will be receiving £2025.50 from Community Infrastructure Levy in April.

23492

Arun Local Plan 2023-2041 – Direction of Travel Consultation

To consider the consultation and make comments, if any. Consultation runs until 5pm on 6 May 2024. Members discussed the consultation and asked for more time to consider what comments to make. The Deputy Clerk informed members she was attending a Teams Meeting with Arun Officers on the consultation on 9 April and would report back to them at Council.

RESOLVED that members have more to time to consider the consultation and the Deputy Clerk would report back to members following the Arun DC Teams Meeting on 9 April.

The day after the meeting Arun DC extended the consultation deadline to 13 May, therefore it will be considered again by the Planning Committee at the meeting on 7 May.

23493

Matters Arising

Cllr Wells reported that the parish notice board opposite Esso garage needs some reinforcement as it is a little loose in the ground. The Deputy Clerk will ask the groundsman to attend to it.

There being no further business the Chair closed the meeting at 20:24

Signed..... Committee Chair Date