

ICKLESHAM PARISH COUNCIL

A local council for the peoples of Icklesham, Winchelsea, Winchelsea Beach and Rye Harbour

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To: **Members of the Planning Committee**
Parish Notice Boards

Emailed 4th October 2016
Posted to key holders

Dear Members

This is to confirm that the next Planning Committee meeting will be held on Monday 10th October 2016 commencing at 6.15pm at Rye Harbour Village Hall. Any planning applications to be considered are listed on the agenda below. Members of the public are most welcome to attend.

Yours sincerely



Deputy Clerk

AGENDA

- 1 Welcome to the meeting by the Chairman.**
- 2 The Chairman will invite members of the public to speak on any planning matters they wish to raise.**
- 3 To record any apologies for absence.**
- 4 To receive any declarations of interest.**

To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. Members should ask the Clerk for a Declaration of Interests form which must be completed and returned to the Clerk before the item in question is discussed.
- 5 To approve the minutes of the previous meeting of the 26th September 2016.**
- 6 To consider applications referred by Rother District Council since the previous meeting.**
 - a) RR/2016/2476/P Glenavon, Main Road, Icklesham
Single storey rear extension, porch extension, verandah, change from tile to slate roof and change from brickwork to painted brickwork.
Applicant: Mr & Mrs B Paige, Glenavon, Main Road, Icklesham, East Sussex.
Agent: Mr P Kemp White Stables, Rolvenden Road, Benenden, Kent.
 - b) RR/2016/2547/P L'Hirondelle, Smeatons Lane, Winchelsea Beach
Single storey extension to replace conservatory, new roof with additional first floor accommodation and changes to exterior finishes.
Applicant: Miss C Cooper, L'Hirondelle, Smeatons Lane, Winchelsea Beach, East Sussex.
Agent: Pump House Designs, Attn: Mr A Gerken, Pump House Yard, Sedlescombe, East Sussex.
 - c) RR/2016/2530/P Penor, 1 Smeatons Lane, Winchelsea Beach
Two storey rear extension.
Applicant: Mr & Mrs CNason, Penor, 1 Smeatons Lane, Winchelsea Beach, East Sussex.
Agent: Pump House Designs, Pump House Yard, The Green, Sedlescombe, East Sussex.
- 7 Rother District Council – planning application petitions and speaking at planning committee.**

To note Rother's new procedure enclosed.
- 8 Fly Posting.**
 - a) Policy. A reply from Highways England re ESCC's advice will be tabled if received.
 - b) To report any incidents of fly posting in the parish.
- 9 Any late advised matters and update on those raised at the last meeting.**
- 10 Any other business.**
 - a) Decisions notified by RDC since previous meeting. To be tabled.
 - b) Enforcement matters notified by RDC since previous meeting.
- 11 Date and venue of the next meeting.** The next meeting is confirmed as Monday 24th October 2016 at the Court Hall, Winchelsea, commencing at 6.15pm.

ICKLESHAM PARISH COUNCIL

Draft Minutes of the Planning Committee Meeting held at 6.15p.m. on Monday 26th September 2016 at the Court Hall, Winchelsea

Present: Councillors Cllrs P Turner, S Turner and N Warren (Chair).

In Attendance: Jocelyn Cannings (Deputy Clerk).

- 1 Welcome to the meeting by the Chairman.** The meeting opened at 6.18pm.
- 2 The Chairman to invite members of the public to speak on any planning matters they wish to raise.** No members of the public were present.
- 3 To record any apologies for absence.**
Apologies received from Cllrs Ms Austen, Horsman and Mrs Lyward.
- 4 To receive any declarations of interest.**
To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. Members should ask the Clerk for a Declaration of Interests form which must be completed and returned to the Clerk before the item in question is discussed.
There were none.
- 5 To approve the minutes of the previous meeting of the 12th September 2016.** Approved.
- 6 To consider applications referred by Rother District Council since the previous meeting.**
 - a) RR/2016/2114/P Sunnywest, The Ridge, Winchelsea Beach
Demolition of existing dwelling and erection of a two storey new-build dwelling.
No objection. It was noted that dimensions were not shown on the drawings which would have been helpful in considering the application.
 - b) RR/2016/2396/L Little Mariteau House, German Street, Winchelsea
Proposed replacement of timber windows and door to dormer at second floor, rear elevation with slim-line double glazed type – design to match existing.
No objection, subject approval of the Conservation Officer. The committee was surprised at the lack of evidence (e.g. drawings, diagrams) of what was proposed, only the description 'match existing'.
- 7 Fly Posting.**
 - a) Policy. Letter enclosing copy letter of reply from ESCC Highways sent to Highways England asking for their comment on ESCC's advice. No reply received. To be carried forward.
 - b) To report any incidents of fly posting in the parish. There were none.
 - c) To note a positive outcome as a result of Cllr. Mrs Lyward speaking to the caravan park at Winchelsea Beach who have removed the signs from the verge. Members noted thanks to Cllr. Mrs Lyward.
- 8 Any late advised matters and update on those raised at the last meeting.**
There were none.
- 9 Any other business.**
 - a) Decisions notified by RDC since previous meeting. Circulated.
 - b) Enforcement matters notified by RDC since previous meeting. Verbal update given.
- 10 Date and venue of the next meeting.** The next meeting was confirmed as Monday 10th October 2016 at Rye Harbour Village Hall, commencing at 6.15pm.

Meeting closed at 6.30pm

Your ref:
Our ref:
Please ask for: Mr R Wilson
Direct dial no: 01424 787616
Date: 29th September 2016



All TOWN & PARISH CLERKS

Dr Anthony Leonard
Executive Director of Business Operations

Town Hall
Bexhill-on-Sea
East Sussex TN39 3JX

Dear Clerk

PUBLIC SPEAKING AT THE COUNCIL'S PLANNING COMMITTEE

As from the Planning Committee meeting on November 17th the District Council will be allowing the opportunity for the public to address the Planning Committee. This will be in cases where a petition of objection or support has been submitted in respect of a current application **and** it relates to a matter where the final decision on the application is to be taken by the Planning Committee - rather than where that matter is one decided under delegated authority. The Council's procedures for determining what matters come before the Planning Committee will remain unchanged.

So far as Parish and Town Councils are concerned the councils themselves may sometimes wish to instigate a petition of objection or support. However, in any case where more than one petition is submitted, the petitioners will be invited to agree together a single spokesperson to address the Committee.

The Council's public notices and the Weekly List will refer to this new procedure from 1st October and the procedure will relate to planning applications that are subject to public consultation after this date only.

Full details of the new procedures can be found at
<http://www.rother.gov.uk/speakingatplanningcommittee>

Should you have any further comments at this stage please do not hesitate to contact me

Yours sincerely

Richard Wilson
Development Manager



Planning application petitions and speaking at Planning Committee

Submitting a petition in respect of a planning application and the opportunity to speak at the Council's Planning Committee meeting

FROM 1 OCTOBER 2016 THE COUNCIL'S PUBLIC ADVERTISEMENTS WILL REFER TO THIS PROCEDURE.

PUBLIC SPEAKING WILL COMMENCE AT THE PLANNING COMMITTEE OF 17 NOVEMBER 2016.

Background

The Council allows the opportunity for the public to address the Planning Committee in cases where a petition of objection or support has been submitted in respect of a current application *AND* it relates to an application where the final decision is to be taken by the Planning Committee, rather than where the application is decided under delegated authority (by officers).

NOTE - Representations on planning applications can also be made by individuals or other bodies but those individual objectors to, or supporters of, a planning application are not permitted to address the Committee.

How are planning applications publicised?

Publicity for planning and other applications is undertaken in several ways:

1. By the posting of public "Pink Notices" on and around the application site.
2. By advertisement in the local press where there is a statutory requirement to advertise particular applications.
3. On a published Weekly List of applications posted on the Council website and sent to all Parish and Town Councils.
4. By way of the "My Alerts" system used to notify those residents who subscribe, of any planning application within 400 metres of their property.

When can I submit a petition?

Petitions will only be accepted for planning (and other related) applications that are specifically the subject of statutory publicity.

NOTE - Matters that are NOT subject to publicity include: minor amendments to existing permissions; applications to discharge conditions; notifications from Statutory Undertakers; Householder Prior Notification applications; applications for works to trees in Conservation Areas; applications for the display of advertisements and determinations of lawfulness relating to a proposed use or development.

What grounds can my petition cover?

Any petition must raise material planning matters relevant to the application. The Council cannot deal with non-planning issues. For guidance in relation to Material Planning Considerations and matters that are not planning matters please click [here](#).

What is the definition of a petition?

For the purposes of this procedure a petition (which may contain objections to, or support for, a planning application) shall be one that contains 10 or more signatories.

How will my petition be considered?

Many planning applications are decided under delegated powers by an authorised planning officer. However the contents of all accepted petitions will be considered as part of the determination of the particular planning application wherever a final decision is being made.

Invitations for petitioners to address the Planning Committee in person will only be sent where the application is a matter to be determined by the Committee. This means that where an application is to be determined under delegated authority and has not been referred to the Planning Committee, there will be no opportunity for petitioners to address the Planning Committee.

How will petitioners be heard at Committee?

In cases where the application is to be considered by the Planning Committee only the Head Petitioner(s) or a nominated representative for the petitioners as well as the applicant's agent (or the applicant where no agent is employed) will be invited, by letter/email, to speak at the Planning Committee meeting normally about one week before. At that time speakers will also be advised of the procedures for speaking at the committee.

Where two (or more) petitions of objection have been received relating to the same application, and the matter is being reported to Committee, the Head Petitioners will be invited beforehand to decide together on a single spokesperson to present the case for both.

Where a petition of support has been received and the matter is being reported to committee, the Committee will hear the petition in support, together with the applicant, even if there is no petition against the proposal.

If either a petitioner or the applicant/agent invited to address the Planning Committee chooses not to speak at the meeting, the Committee may still hear the other party.

Procedure

- At the Planning Committee the application will be called. After any introduction by the planning officer, the Committee Chairman will invite the Head Petitioner (or representative) *objecting* to the application to address the Planning Committee for a maximum of five minutes. The speaker should direct their presentation to the Committee, reinforcing or amplifying representations already made to the Council in writing on the petition. New material should not be introduced and new documents cannot be presented to the Committee. At the end of the five minutes allotted speaking time the Chairman will permit Members to ask questions of the speaker relating to any points made. Members present, who are not members of the Planning Committee may also ask questions at the direction of the chairman of the Committee.
- The process will then be repeated for any petition *supporting* the proposal and finally for the applicant/agent who will have the opportunity to explain the proposal, also having regard to the objections raised. After each presentation the Chairman may permit Members to ask questions of the speaker relating to any points made
- Following the opportunity for public speaking no further representations can be made and the Committee will then debate the application in public and proceed to make a decision.

The process only allows representatives to address the Planning Committee directly; there is no opportunity for objectors/supporters to cross examine one another or officers.

Where a matter is deferred to a subsequent Planning Committee neither the petitioners nor the applicant will be invited to address the Committee a second time unless the reason(s) for deferral raise(s) completely new issues and representations have been made on these new issues as a result of any further public consultation.

Suggested format of a petition

Application Reference:	
Address of application:	
Name of contact (Head Petitioner):	
Contact (address, daytime telephone number and email):	

Type of petition [OBJECT or SUPPORT]
Grounds of objection/support

Name	Address	Signature