



**WALBERTON PARISH COUNCIL  
INCLUDING FONTWELL AND BINSTED**

Parish Council Office, The Pavilion, The Street,  
Walberton, Arundel, West Sussex, BN18 0PJ

Tel: 01243 554528

email:clerk@walberton-pc.gov.uk

www.walberton-pc.gov.uk

**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL PLANNING COMMITTEE HELD IN THE PAVILION  
AT 715pm ON TUESDAY 28 NOVEMBER 2023.**

**1. Record of attendance and apologies**

**555/23** In attendance: Cllrs Vawer, McElvogue and Titmus.

Clerk – C.Stevens

1 member of the public

**2. Election of chair and vicechair**

**556/23** a. Chair - Cllr Titmus proposed Cllr Vawer who consented to stand. Seconded by Cllr McElvogue.

Resolved: Cllr Vawer be appointed as Committee Chair.

b. Vicechair - Cllr Vawer proposed Cllr McElvogue who consented to stand. Seconded by Cllr Titmus.

Resolved: Cllr McElvogue be appointed as Committee Vicechair.

**3. Declaration of interest in items on the agenda**

**557/23** Cllr Titmus declared a personal interest in agenda item 16 – Fontwell Meadows.

**4. Confirmation of Minutes**

**558/23** a. The minutes of the Planning Committee meeting of 15 August 2023 were confirmed as being a true record of the business conducted.

b. It was noted that the Planning meeting of 26 September 2023 was not quorate.

**5. Public questions (max 15 minutes)**

**559/23** A trustee from Community Playcentre at Walberton gave further information as to possible expansion ideas. The question was posed as to whether the Parish Council would support this. Further information was requested in the form of physical plans of the layout.

**6. Matters arising**

**560/23** None.

**7. Planning applications**

**561/23** 1. Out of meeting.

a. WA/93/23/HH Resolved: Confirmed no objection submitted 6 November 2023.

b. WA/86/23/HH Resolved: Confirmed support comment submitted 16 November 2023.

c. WA/92/23/HH Resolved: Confirmed no objection submitted 7 November 2023.

d. WA/89/23/HH Resolved: Confirmed comment of support submitted 7 November 2023.

e. WA/98/23/DOC Resolved: Confirmed no objection submitted 7 November 2023.

f. WA/96/23/DOC & WA/27/23/PL Resolved: Confirmed objection submitted 7 November 2023.

g. WA/85/23/TC Resolved: Confirmed no objection submitted 25 October 2023.

2. In meeting

h. WA/101/23/HH 2 Prime Close Walberton BN18 0PL. Loft conversion with erection of rear dormers and insertion of rooflights. (This application may affect the character and appearance of the Walberton Village Conservation Area). Comment by 14 December 2023. Resolved: No objection.

- i. WA/103/23/T Land West of Yapton Lane Walberton BN18 OLS. 1 No Oak (T1) crown spread reduction to 12m. 1 No Oak (T2) crown spread reduction to 14m. 1 No Lime (T3) crown spread reduction to 6 m. Resolved: No comment, leave to tree officer.
- j. WA/106/23/HH and WA/107/23/L 5 Goodacres, West Gables Arundel Road Fontwell BN18 OSF. Removal of internal wall and new internal glazed doors. (This application may affect the setting of a listed building). Comment by 21 December 2023.. Resolved: No objection.
- k. WA/104/23/HH Potwell Park, Potwell Lodge Arundel Road Fontwell Arundel BN18 OQP. Conversion of store room to habitable accommodation & new pitched roof (re-submission of previously approved application WA/18/16/HH). Comment by 21 December 2023. Resolved: No objection.

## **8. Planning decisions**

**562/23** The twelve ADC planning decisions as per the agenda were noted.

## **9. Appeals**

**563/23** None.

## **10. Compliance / Enforcement**

**564/23** None.

## **11. Arun District Council**

**565/23** Noted - WA/35/23/OUT land East of Wandleys Lane target committee date January 2024 and WA/67/23/PL land at West Walberton Lane committee date moved from 15/11 to 13/12.

## **12. Neighbouring Parish Applications and updates**

**567/23** Cllr Vawer informed the Parish Council of application BN/116/23/PL that has been made for change of use of a property on Fontwell Avenue to become a dental practice, to include NHS patients. The application is being supported by Barnham & Eastergate PC although there are concerns over the lack of parking for both staff and patients. It was agreed that yes this would be a good application to support but only if the lack of parking can be addressed.

## **13. Business Plan activity**

**568/23** No new projects were considered.

Correspondence in relation to cycle connectivity improvements was discussed. Cllr McElvogue and project manager are leading this activity.

## **14. Highways and Traffic**

**569/23** a. A27 / A29 Arundel Bypass

Cllr Vawer will draft a response to the recent traffic monitoring at A27 Fontwell West roundabout.

b. Traffic Calming Working Group

An email update from the working group was received, previously circulated.

## **15. Fontwell Meadows**

**570/23** Cllr Vawer reported that the community centre will be transferred to WPC upon completion. The play area and adult gym equipment is due to have a ROSPA report carried out.

## **16. Avisford Grange working group**

**571/23** No report.

## **17. HELAA**

**572/23** Cllr Vawer reported no changes, but to be aware that if there are any changes WPC should be notified.

## **18. Community Infrastructure Levy trajectory**

**573/23** No report.

## **19. BEWAG (Barnham, Eastergate & Westergate Advisor Group)**

**574/23** No report.

## **20. South Downs National Park**

**575/23** Newsletters of September, October and November were noted.

A discussion around a possible renature grant, from SDNP, was discussed. The terms of the grants were noted and it was decided that an application was not viable as the grant could only be spent on renaturing within the South Downs National Park of which there is only a very small part within the Parish.

**21. Campaign for the Protection of Rural England (CPRE)**

**576/23** October Newsletter was noted.

**22. Illegal sewerage connections**

**577/23** Cllr Vawer attended a seminar on dependency of new housing development on sewerage infrastructure. Several points of interest were noted.

Resolved: Engage with Barrister to clarify legalities of sewerage connections.

**23. Correspondence**

**578/23** 1 email was circulated, see minute 568/23.

**24. Quotes and payments**

**579/23** A quote from Jelvis for replacing all non-LED lighting within the Pavilion with LED lighting was considered.

Resolved: To accept the quote.

The Clerk presented a draft list of 3 payments for authorisation.

Resolved: To approve the payments as per the draft payments list.

**25. Agreed actions**

**580/23** A number of items were agreed for action.

**26. Any other business**

**581/23** Solar lights for perimeter path were discussed.

Clarification on what needs quoting in relation to the perimeter fence at Walberton allotments was given.

Follow up on pond sample and once results are received forward to Cllrs and project manager.

**27. Date of next meeting**

**582/23** The date of the next meeting was confirmed as 7.15pm Tuesday 6 February 2024.

There being no other business the meeting closed at 9.20pm.

Signed.....

Chair

Date.....