



Public Document Pack

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Committee Manager Carley Lavender (EXTN 37547)

18 May 2021

SPECIAL PLANNING COMMITTEE

A special meeting of the Planning Committee will be held virtually via zoom on **Wednesday 26 May 2021 at 1.30 pm** and you are requested to attend.

Members: **Membership to be confirmed at Annual Council on Wednesday 19 May 2021.**

***PLEASE NOTE:** This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Council website at least 24 hours before the meeting.*

This Council's revised Rules of Procedures for 'virtual meetings' can be found by clicking on this link: <https://www.arun.gov.uk/constitution>

For further information on the items to be discussed, please contact: committees@arun.gov.uk

PLEASE NOTE THAT THE ORDER OF THE AGENDA MAY BE ALTERED AT THE DISCRETION OF THE CHAIRMAN AND SUBJECT TO THE AGREEMENT OF THE MEMBERS OF THE COMMITTEE

PLEASE ALSO NOTE THAT PLANS OF THE APPLICATIONS DETAILED IN THE AGENDA ARE AVAILABLE FOR INSPECTION ON LINE AT www.arun.gov.uk/planning<<http://www.arun.gov.uk/planning>>

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officer should make their declaration by stating:

- a) the application they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial
- c) the nature of the interest
- d) if it is a prejudicial or pecuniary interest, whether they will be exercising their right to speak to the application

3. VOTING PROCEDURES

Members and Officers are reminded that voting at this Committee will operate in accordance with the Committee Process as set out in the Council's adopted Planning Local Code of Conduct for Members and Officers at Part 8 of the Constitution. A copy of the Planning Local Code of Conduct can be obtained from Planning Services' Reception and is available for inspection in the Members' Room.

4. MINUTES

To approve as a correct record the Minutes of the Special Meeting of the Development Control Committee held on 18 May 2021. (To be circulated separately).

5. ITEMS NOT ON THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

6. START TIMES

The Committee are required to agree its meeting start times for the remainder of the municipal year 2021/22.

7. ERROR IN MINUTES RELATING TO FORD MASTERPLAN

(Pages 1 - 4)

To correct an inaccuracy caused by software in minute no 456 approved on 3 March 2021 in relation to the consideration of the Ford Strategic Site Allocation Masterplan.

8. F/6/21/WS - FORD CIRCULAR TECHNOLOGY PARK, FORD ROAD, FORD, BN18 0XL

Demolition of existing buildings and structures and construction and operation of an energy recovery facility and a waste sorting and transfer facility for treatment of municipal, commercial and industrial waste, including ancillary buildings, structures, parking, hardstanding and landscape works. This application is a County Waste Matter and will be determined by West Sussex County Council.

Report to follow.

OFFICER REPORT UPDATES

Will be circulated at the meeting.

BACKGROUND PAPERS

In the case of each report relating to a planning application, or related matter, the background papers are contained in the planning application file. Such files are available for inspection/discussion with officers by arrangement prior to the meeting.

Members and the public are reminded that the plans printed in the Agenda are purely for the purpose of locating the site and do not form part of the application submitted.

Contact Officers :

Neil Crowther (Ext 37839) email neil.crowther@arun.gov.uk

Daniel Vick (Ext 37771) email dan.vick@arun.gov.uk

Juan Baeza (Ext 37765) email juan.baeza@arun.gov.uk

Claire Potts (Ext 37698) email Claire.potts@arun.gov.uk

Note : Reports are attached for all Members of the Committee only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager.

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings - The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link – [Filming Policy](#)

These meetings are webcast live.

To watch recorded webcasts use the following link - Development Control [Webcast Page](#)

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ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF DEVELOPMENT CONTROL COMMITTEE ON 26 May 2021

PART A: REPORT

SUBJECT: Error in Minutes relating to Ford Masterplan

REPORT AUTHOR: Claire Potts, Strategic Development Team Leader

DATE: 7 May 2021

EXTN: x 37698

PORTFOLIO AREA: Planning

EXECUTIVE SUMMARY:

To correct an inaccuracy caused by software in minute no 456 approved on 3 March 2021 in relation to the consideration of the Ford Strategic Site Allocation Masterplan.

RECOMMENDATIONS:

The Committee resolve that the minutes of the DCC meeting on the 3 February 2021 approved by the committee on 3 March 2021 but still unsigned by Chairman due to physical meeting restrictions imposed by Corona virus regulations be amended in the following respect to correct an inaccuracy subsequently discovered and be signed by Chairman when conditions allow:

“That authority be delegated to the Director of Place to endorse “The Landings” Masterplan Document following:

A. The receipt of an amended document that satisfactorily demonstrates:

1. Improved provision for pedestrians, cyclists and equestrians, and
2. The historic alignment of the canal; and

B. Confirmation that there is agreement between a recognised education provider and the landowners regarding the transfer of land for the delivery of a new secondary school at Yapton/Ford.”

1. BACKGROUND:

1.1 A Report on ‘SD-8 – Ford Strategic Site Allocation, Masterplan Document Endorsement’ was considered by Development Control Committee (DCC) on the 3 February 2021. A written Update Report was before the Committee which included an amended Recommendation.

1.2 The approved minutes from the meeting state, erroneously:

RESOLVED 'That subject the receipt of a substitute plan for Figure 23 that clearly demonstrates improved provision for pedestrians, cyclists and equestrians, it is recommended that 'The Landings' Masterplan Document November 2020 be endorsed'.

1.3 The Recommendation set out on the Report Update was:

'That authority be delegated to the Director of Place or Group Head of Planning to endorse "The Landings" Masterplan Document following:

A. The receipt of an amended document that satisfactorily demonstrates:

1. Improved provision for pedestrians, cyclists and equestrians, and
2. The historic alignment of the canal; and

B. Confirmation that there is agreement between a recognised education provider and the landowners regarding the transfer of land for the delivery of a new secondary school at Yapton/Ford.

1.4 The amended Recommendation was read out by the Principal Planning Officer at the end of his presentation to the DCC. The draft Minutes did not reflect this recommendation and suggested amendments were sent by the Principal Planning Officer to Committee Services. However, due to a software error this correction was not made prior to the minutes being approved on the 3 March 2021.

1.5 In order to resolve the issue, the webcast of the meeting has been reviewed and is summarised below:

"At 3hrs Raymond Cole (Principal Planning Officer) detailed the updated recommendation in the report update to Members. Debate then took place. At 3hrs 33mins Cllr Bennett stated, "we are voting to endorse the Ford Strategic Site Allocation Masterplan document". There was then a further query from Cllr Roberts and comment from Cllr Pendleton. At 3hrs 35 Cllr Bennett "let's move to the vote then..."

2.0 Commentary

2.1 The recommendation was not specifically stated by Cllr Bennett however Raymond Cole had been clear in his presentation what the recommendation was and therefore there does appear to have been a mistake in the minutes. It is recommended that the minutes are corrected to reflect the correct recommendation and approval, as set out in the Update Report.

2. PROPOSAL(S):

This report has been prepared to address an error in the recording of the minutes.

3. OPTIONS:

An alternative would be to leave the minutes as currently approved. However, this would mean that the second part of the recommendation would not come into effect and there would continue to be a lack of clarity about the status of the Masterplan Document.

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		X
Relevant District Ward Councillors		X
Other groups/persons (please specify)		X
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		X
Legal		X
Human Rights/Equality Impact Assessment		X
Community Safety including Section 17 of Crime & Disorder Act		X
Sustainability		X
Asset Management/Property/Land		X
Technology		X
Other (please explain)		X

6. IMPLICATIONS: N/A**7. REASON FOR THE DECISION:**

To ensure that the minutes of the Development Control Committee meeting on the 3 February 2021 are accurate.

8. BACKGROUND PAPERS:

[Agenda Pack 3 Feb 2021.pdf \[pdf\] 3MB](#)

[Report updates Supp Pack - 3 Feb 2021.pdf \[pdf\] 783KB](#)

[Minutes - 3 Feb 2021.pdf \[pdf\] 131KB](#)

[Agenda Pack 3 March 2021.pdf \[pdf\] 6MB](#)

[Minute - 3 March 2021.pdf \[pdf\] 218KB](#)

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