

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](#)