



## Bersted Parish Council

**Clerk of the Council**  
**Bersted Jubilee Hall, Chalcraft Lane**  
**North Bersted, Bognor Regis**  
**West Sussex PO21 5TU**

Tel: 01243 842221

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**NOTICE IS HEREBY GIVEN THAT THE PLANNING, AMENITIES & ENVIRONMENT COMMITTEE OF BERSTED PARISH COUNCIL WILL MEET AT BERSTED JUBILEE HALL, CHALCRAFT LANE, PO21 5TU AT 19:00 ON TUESDAY 4 MARCH 2025.**

**Notice to all in attendance, this meeting may be recorded for the Clerks use only, for the purpose of accuracy of minutes, once minutes are ratified the recording will be deleted.**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business which is set out in the agenda below.

**Members of the Committee:** Cllrs J. Barrett, P. Ralph, J. Spencer (Committee Chair), A. Van Koolbergen (Committee Vice Chair), J. Warr-Chapman and G. Yeates.

### AGENDA AND BUSINESS TO BE CONDUCTED

#### 1. Apologies for Absence

#### 2. Declarations of Interests

It is a requirement for all Councillors to make a declaration of personal and prejudicial interests either prior to commencement of meetings or at any time during a meeting where such an interest may become apparent.

**A resolution may be made to allow members of the public present to ask questions. Public session shall not exceed 15 minutes, standing order 3f, unless directed by the Chair of the meeting.**

#### 3. Minutes

To approve the Minutes of the Planning, Amenities & Environment Committee of 4 February 2025. Minutes have been circulated to members.

#### 4. Matters Arising from the Minutes

#### 5. Planning Lists from Arun District Council

To consider and approve comments on planning applications received from Arun DC and other authorities. Applications received up to and including 4 March 2025 will be considered. See attached List.

#### 6. Planning Decisions

To note decisions made by Arun DC.

Full reasons for decisions and conditions imposed may be viewed at [www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)

#### 7. Operation Watershed update.

Deputy Clerk to give an update.

#### 8 WSCC Local Flood Risk Management Strategy Survey.

Members to complete the survey on behalf of the Parish Council.

#### 9. Terms of Reference

To review the Planning Amenities and Environment Committee terms of reference.

#### 10. Correspondence

#### 11. Urgent Matters Raised by Members

Matters considered by the Chair to be of an urgent nature only. Members should note that no decision can be made but, if necessary, the topic may be added to the next agenda.

Sue O'Connell – Deputy Clerk to the Council  
 25 February 2025

**MEMBERS OF THE PUBLIC ARE WELCOME AT ALL MEETINGS OF THE COUNCIL AND ITS COMMITTEES. THERE WILL BE THE OPPORTUNITY TO ASK QUESTIONS**



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### **Item 5. Planning applications for consideration**

App. No. BE/10/25/S73  
Site Walnut Tree Cottage, Shripney Lane,  
Bersted  
Application Variation of condition 2 imposed  
under BE/89/22/PL relating to plans. This application  
affects the character and appearance of the Shripney  
Road Conservation Area.

**Link to ADC's Planning Portal -**

<https://www.arun.gov.uk/weekly-lists>

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