



**WEST WITTERING PARISH COUNCIL**

**MINUTES OF THE PLANNING COMMITTEE OF THE PARISH COUNCIL**

held on Wednesday 25 March 2026, at 10.30am in The Pavilion, Rookwood Road, West Wittering.

**PRESENT: K MARTIN (CHAIRMAN), CLLR B HUTTON, CLLR B WRIGHT, CLLR B BUCKLAND, S HAWKER (CLERK), P DELAHUNTY (DEPUTY CLERK)**

**IN ATTENDANCE: CLLR I WESTERN, MARIA TOMLINSON (SMITH SIMMONS & PARTNERS), AND FROM CAKEHAM MANOR ESTATE LTD: PATRICK BYRNE, EMMA JOHNSON-GILBERT, DAVID HILTON-MCNERNEY AND ADRIAN EDWARDS**

- 1. APOLOGIES FOR ABSENCE:** - Cllr L Hansford and Cllr N Pike.
- 2. DECLARATIONS OF INTEREST:** Cllr Martin declared an interest in the application for Jordans, Cakeham Road.
- 3. MINUTES OF THE PREVIOUS MEETING:** - The minutes of the previous meeting held on 25 February 2026, were approved as a true and fair record and were agreed by all. They were signed by the Chair.
- 4. PLANNING APPLICATIONS:** - The decisions of the Council were as follows:

**WW/25/02765/FUL – Beach South of Lapwings, West Strand**

*Beach management works involving removal of existing fencing and sand traps; reshaping and re-contouring of sand; replanting/planting of marram grass; and temporary fencing to allow sand and grass to establish*

- 4.1 The Deputy Clerk clarified that this application was being revisited following advice from the Local Planning Authority (LPA) who confirmed that "where significant new information has been received", or where "additional information to specifically address some of the council concerns" has been raised, there is an expectation that the Parish makes a further comment.
- 4.2 Adrian Edwards (and others present) contributed to a deputation on behalf of Cakeham Manor Estate Ltd (CME). The following points were highlighted:
  - No plans to remove sand but project seeks to recontour and remodel the area. The description of the application has been changed to address this.
  - There will not be an increase in vehicular traffic to the site.
  - Minimal waste will need to be removed from the site, and this expected to require a couple of skip loads.
  - Additional documentation to address traffic and site access for the work have been submitted.
  - Flood risk assessments have been submitted.
  - The CME ecologist have assessed the dunes as 'sparsely populated' and of 'poor quality'.

- Footpath has become blocked in some places, and this project will seek to remedy that access.
  - It is expected that the footpath will need to be closed for 4-6 weeks and licencing for this closure would be sought.
  - CME and their insurers have identified risks linked with the steepness of the dunes and hazards caused by the buried fencing and this project seeks to mitigate those risks.
- 4.3 Maria Tomlinson confirmed that a s106 agreement to tie the biodiversity net gain requirement of 10% with a 30-year commitment is being drafted. She confirmed that this draft is relevant to the BNG only.
- 4.4 The CME representative confirmed that the marram grass removed during the work will be put into a compound and replanted on site.
- 4.5 Councillors asked why the focus has shifted to the man-made sand dunes which does not appear to be substantiated with evidence to support this claim. CME confirmed that sand traps had been installed on top of existing sand traps which was at the root of the current problem and created unusually high dunes with the sand traps now buried. This project will not remove the dunes in their entirety but seeks to keep them in the right shape and height.
- 4.6 The Chair suggested that there were two steps in determining this application. Firstly, have the Council's original concerns been address, and if so, were there conditions that should be set out should the LPA be mindful to approve the application. Councillors were polled about their position with no continuing objections raised. The following comments were noted and conditions requested:
- That, the Local Planning Authority gives great weight to Policy WW10 (Coastal Enhancements) as set out in the West Wittering Neighbourhood Plan when considering this application.
  - That, in accordance with Policy WW11 (Biodiversity, Geodiversity and Mitigating the impacts of Climate Change) a s.106 agreement is finalised and entered to ensure that a Biodiversity Net Gain (BNG) of at least 10% is secured for the site.
  - That, support for the project from Natural England (NE) is confirmed and any conditions that are included thereto have been met in full. The Committee noted that in the NE submission dated 26 January 2026, they indicated that further information was required to determine impacts on designated sites. As the statutory purpose of NE is to 'ensure that natural environment is conserved, enhanced, and managed for the benefit of present and future generations', the Council believe they are best placed to respond to the technical aspects of this application.
  - That the licencing required to formally close the footpath is obtained, and that the footpath is only closed for the shortest time which has been estimated by the applicant to be circa 4-6 weeks.
  - That, an ongoing maintenance management plan is agreed that would require the footpath, and sea views from it, to be prioritised and maintained following the reprofiling of the dunes and should continue for at least if any part of the site remains fenced off. The suggestion from WWPC is that these conditions are secured either alongside the s.106 agreement for BNG already being drafted, or via a separate and concurrent long-term s.106 agreement linked to the maintenance of public access and the footpath.

- That, all works are completed within the timeframes set out in the ecological reports to ensure that disturbance to wildlife is minimised.
- That no materials (except for the historic sand trap fencing) be removed from the site and that the existing vegetation (mainly marram grass) would be stored on-site to be replanted along with any new vegetation when the re-profiling of the sand is complete.

4.7 **No Objection (subject to conditions)** – The agreed to remove objections previously raised in their comments from 20 December 2025 subject to the conditions set out above.

**WW/25/02826/FUL - Land North of White Barn Elms Lane**

*Open fronted barn for cattle rearing and storage of feed, bedding and associated agricultural equipment.*

4.8 **Objections** – The Committee requested that more information be obtained to substantiate the need for the additional barn. Questions were also raised about the size and scale of the barn, traffic concerns on the lane and lack of clarity on what will happen to the waste from the site. The Committee were mindful that a waterway runs alongside the back of the proposed barn which was not indicated in the application.

**WW/26/00333/DOM – Sunrays, Cakeham Road**

*Enlarge front and rear dormers, extension behind garage, replace porch, front pergolas, alteration to fenestrations, new exterior cladding and Lychgate at front entrance of property.*

4.9 **No objection** – No objections were raised.

**WW/26/00355/DOM – Jordans, Cakeham Road**

*Construction of a single storey garage and store, PV array to roof and boundary amendments.*

4.10 **No objection** – No objections were raised. Cllr Martin abstained from the discussions.

**WW/26/00449/DOM – Outback, 39 the Crescent**

*Proposed rear ground floor extension and loft level dormer extension.*

4.11 **No Objection** – The Committee raised no objections.

**WW/26/00474/LBC – Rookwood House, Rookwood Lane**

*Various internal alterations to non-historic elements. Replacement of 2 no. windows to second floor southern elevation.*

4.12 **No Objection** – The Committee raised no objections.

**5. To receive local planning decisions of interest -**

5.1 Two local authority decisions were presented, with one in conflict with WWPC comments. The Committee was concerned that the mobile home at 10 Marine Close had been permitted

under the Caravan sites and Control of Development Act 1960 and were concerned with the perceived precedent this might set.

**6. Enforcement, licensing and correspondence -**

- 6.1 Several enforcement updates were presented to the committee.
- 6.2 **Action Point** – The Committee asked that the Deputy Clerk review the conditions for the land at Wyke House, Ellanore Lane and raise enforcement concerns if appropriate. They also asked that details about the access point for Ellanore House, Ellanore Lane be investigated and reported back at to the next meeting of the Planning Committee.

**7. Date of the next meeting –**

- 7.1 The next meeting of the WWPC Planning Committee will take place on 29 April 2026.

There being no further business for discussion the meeting closed at 12:14 pm.

Signed: .....  
Chair

Date.....

**THESE MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE PLANNING COMMITTEE AT THE NEXT MEETING, AND MAY BE AMENDED BY RESOLUTION. COPIES OF ALL UNAPPROVED MINUTES, AND AGENDAS AND MORE INFORMATION ABOUT WEST WITTERING PARISH COUNCIL CAN BE FOUND ON THE PARISH COUNCIL’S WEB SITE: [www.westwitteringparishcouncil.gov.uk](http://www.westwitteringparishcouncil.gov.uk)**