



Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

25th September 2025

Oliver Wright
Watermoor Point
Watermoor Road
Cirencester
Gloucestershire
GL71LF

Case Officer: Rhiannon Lloyd
Telephone: 01903 737637
Email: rhiannon.lloyd@arun.gov.uk

Dear Sir/Madam,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015

Application No: EP/76/25/HH
Site Address: 7 Meadow Park East Preston BN16 1EG
Description of works: Conversion of the existing garage to an annexe.

Thank you for your internet representation made on 24th September 2025 which has been recorded as support with the comments as follows:

OWPC78967

On behalf of the National Annexe Planning Consultancy (NAPC), I write in support of planning application EP/76/25/HH for the conversion of the existing garage to an annexe at 7 Meadow Park, East Preston, BN16 1EG. NAPC is a national specialist in ancillary and modular accommodation, and we recognise the growing importance of flexible living solutions that enable families to make efficient use of their existing residential plots.

The proposed annexe is ancillary in nature, intended to remain functionally and physically related to the main dwelling. Such conversions are a sustainable response to current housing and care pressures, offering multigenerational households the ability to live together while maintaining appropriate levels of independence and privacy. This approach aligns with national objectives to optimise land use and support family cohesion without the need for large-scale new development.

We note the importance of ensuring that the annexe remains subordinate to the main house in terms of scale, layout, and access, and that it is not used as a separate dwelling. Clear conditions to prevent future subdivision or independent occupation will help maintain the ancillary relationship and address any concerns regarding intensification or amenity impact.

NAPC encourages Arun District Council to consider the positive outcomes seen in Ireland and California, where supportive policies for ancillary accommodation have contributed to relieving housing pressures and providing adaptable living arrangements. We respectfully suggest that future iterations of the local plan could further support such development, recognising its role in meeting the evolving needs of local communities.

Further information on the benefits of ancillary accommodation and best practice can be found at <https://napc.uk/annexe-support/>. We trust that the Council will give due weight to the merits of this application and the broader benefits of annexe accommodation.

Your views as made above will be considered before the application is determined.

Please be aware that Planning Services operate an 'open file' policy and will publish your comments including your name and address on the website. The website is updated once a day in the evening so it may take up to 24 hours for it appear on there. Please make sure that you have only provided information that you are happy will be published in this way. If you have supplied information belonging to a third party, you must make sure you have their permission to do so. If you do not wish your comments to appear on the website or on the file you will need to confirm this by emailing to planning@arun.gov.uk and I will arrange for it to be destroyed although this means that the content will then be disregarded.

The majority of applications are determined under delegated powers by officers. Further information on the decision making process can be found on the website at :<https://www.arun.gov.uk/what-happens-next>.

Some applications will be determined by the Planning Committee, and I shall write and inform you of the date of the meeting and the procedures for public speaking if this is the case. However, if your representation has been received after the agenda for the meeting has been finalised and the notifications have been generated, you will not receive notification. In this case, you will need to track the progress of the application on the council's website <https://www.arun.gov.uk/planning-application-search>

Any comments that are received after the agenda has been finalised will be separately reported to the members of the Planning Committee.

Regardless of how the application is determined I will notify you of the decision.

In the event of a subsequent written representations appeal, against a refusal of planning permission on a householder application any representations made on the application will be automatically forwarded to the Secretary of State. Unlike all other types of appeal, there will be no further opportunity to comment at the appeal stage.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to

<https://www1.arun.gov.uk/planning-application-finder>