ARUN
DISTRICT COUNCIL
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15th October 2025

East Preston Parish Council
Mr Simon Cross
Council Office
122 Sea Road
East Preston
BN16 1NN

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|---|---|
| Case Officer: | Freya Clewley |
| Telephone: | 01903 737544 |
| Email: | freya.clewley@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 15th October 2025 which has been recorded as no objection with the comments as follows:

OWQC79256

This council's Planning & Licensing Committee considered this application at its meeting on Monday, 13th October.

Although the committee agreed unanimously to raise no objections to this application, it did ask me to make the following comment and request.

The comment: the committee was unable to find any application which explicitly applied to the construction of the garage building, although I found several applications from 1978-1980 which mention garages being built in Meadow Park, but the specifics are understandably not online.

The request: if ADC is minded to grant Planning Permission, please could it include a Condition to ensure the converted garage is only ever used as ancillary to the main dwelling.

Thank you for consideration of these points.

Simon Cross - Clerk to the Council

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 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.

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