

Planning Department
Arun District Council
First Floor
Arun Civic Centre
Maltravers Road
Littlehampton
BN17 5LF

18th December 2025

Dear Sir / Madam

RE: Reserve Matters Planning Application for the Southern Allotments, Hampton Park

The following information is submitted with this application:

- Completed application forms.
- This covering letter.
- Site Location Plan - 519_PL_S Allot_001.
- Landscape Proposals Plan – 511/NMA/100A.
- Arboricultural Assessment and Method Statement dated 23rd June 2022.
- Tree Protection Plan – 21207-2.
- Tree Survey Plan – 21207-1B.
- Manual for Managing Trees on Development Sites.
- Biodiversity Enhancement Strategy dated March 2024.
- Ecological Impact Assessment dated June 2022.
- Fox Den technical note dated February 2025.
- Hedgerow Management Plan dated April 2024.
- Archaeological Excavation Assessment (area AP6) dated October 2019.
- Site Investigation Report dated 20th July 2021.
- Method Statement for Southern Allotments dated 22nd May 2024.
- Site Access Technical Note dated August 2022.
- Highway Construction details 519.1.VCE.0701 T2
- External Works layout 519.VCE.0710 T2
- Access overview and Visibility splays – 202-6309-001 C
- Vehicle Swept Path Analysis (1) – estate car (1) 2020-6309-003 C
- Vehicle Swept Path Analysis (2) - estate car 2020-6309-004 C
- Vehicle Swept Path Analysis (1) – 2021-6309-101A
- Vehicle Swept Path Analysis (2) – 2021-6309-102B



An integral part of the Outline Planning Consent (ref: LU/47/11) was to provide a network of green spaces and community facilities, including sports pitches, primary school, community centre, youth and leisure facilities and replacement and additional allotments.

This reserve matters application seeks reserve matters approval for the southern allotments.

The provision of allotments at Hampton Park were conceived as part of the overall open space provision and two locations were identified in the masterplan – north and south of the railway line. The northern allotments are being provided on the eastern fringe of the new neighbourhood and have been submitted as part of our Open Spaces reserve matters application. The southern allotments are located south of the railway line, to the east of the new bypass.

Reserve matters approval has previously been granted for the southern allotments in December 2023, under RMA LU/263/22/RES. Unfortunately, it has not been possible to lawfully implement this approval within the statutory 2-year time limit due to delays with securing the discharge of the surface water drainage condition. As such it is necessary to reapply for a reserve matters approval, which is crucial given the looming expiry of the outline consent.

The submitted information comprises the originally approved scheme along with details which have been subsequently approved under various condition discharges. The submitted details have been considered appropriate by the Council previously and there has been no material change in circumstances to warrant a different view to be taken now.

Turning to compliance with planning policy OSR SP1 of the Local Plan states:

"The Council will encourage the development of sites as allotments subject to all of the following criteria:

- a. The land shall be situated within or immediately adjacent to the built-up area boundary or adjacent to community facilities or on appropriate sites close to residential areas;*
- b. The land shall be suitable (i.e. having regard to flooding and gradient) and be easily accessible;*
- c. Adequate water supply and parking facilities shall be provided on site;*
- d. Located so that natural surveillance can be maximised; and*
- e. Secure boundaries should surround the area of the allotment.*

The loss of allotment sites to development shall only be permitted where a site of a similar scale can be provided that is as, if not more, conveniently located to the local community as the existing allotment site, subject to the above criteria."

Paragraph 14.1.13 of the Local Plan goes on to say: *"Allotments provide an important recreational asset with a multitude of benefits including a greater sense of community, a healthier lifestyle, promotion of well-being, biodiversity, and a valued, local and sustainable source of food."*

The southern allotments are situated on land within the built-up area boundary; on a location permitted under outline consent LU/47/11 as such they are in an appropriate location adjacent to the community which they will serve. Water supply is to be provided to troughs via a ball valve system, and 10 parking spaces are to be provided, 2 of which will be for disabled use. There will also be 5 cycle stands.



The allotments are visible from the existing residential properties along the eastern side and as such natural surveillance can be maximized, in addition the allotments are to be securely enclosed by fencing, hedges and hedgerow along the boundaries.

Policy D SP1 of the Local Plan enforces that all development proposals should be of good quality and demonstrate a high standard of design. The design and layout of the allotments include the provision of 34 plots, together with the provision of wheelchair accessible ground level raised beds, all of which are well laid out, constituting a good use of space.

Policy ENV DM4 of the Local Plan requires developers to provide land and tree surveys (d), a tree constraints plan (e) and an Arboricultural Impact Assessment (AIA) to include a tree protection plan and Arboricultural Method Statement (f), which will ensure that development is planned to take a comprehensive view of tree issues at an early stage in the design process and that development works do not have a negative impact on existing trees. A tree survey, protection plan and arboricultural assessment and method statement are submitted with the planning application which together demonstrate that a significant amount of existing boundary tree and hedge cover would be retained as part of the proposals. Hedgerows G2 and G3 need to be removed to facilitate the construction of the allotment plots themselves and G4 needs to be partially removed for access and cut back to increase screening value. However, all are category C due to their poor form and regenerating sumac suckers. This loss is to be mitigated by proposed appropriate replacement boundary vegetation.

Policy QE DM4 of the Local Plan says that *"prior to any development, the Council will require evidence to show that unacceptable risk from contamination will be successfully addressed through remediation without undue environmental impact during and following the development."* A site investigation report and remediation statement specific to the allotment site is provided with this submission to demonstrate that the allotments can be delivered safely taking into consideration existing ground conditions.

Policy D DM1(3) of the Local Plan requires proposals to *"have minimal impact to users and occupiers of nearby property and land. For example, by avoiding significant loss of sunlight, privacy and outlook and unacceptable noise and disturbance."* The site is to be well screened by trees and hedges and as such there would be no overlooking or loss of privacy issues from the allotments into the existing houses to the east along Holly Drive or to the south along Toddington Park.

It is considered that the re-submission of the southern allotment proposal is fully in accordance with the Council's adopted planning policy.

I hope that the information provided with this submission is sufficient to validate the application and I look forward to receiving notification that the application has been validated. If you have any queries please do not hesitate to contact me.

Yours Sincerely



Head of Planning

