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15th September 2025

Yapton Parish Council  
Lauren Bailey  
Yapton and Ford Village Hall Room 4  
Main Road  
Yapton  
BN18 0ET

**Case Officer:** Hebe Smith  
**Telephone:** 01903 737626  
**Email:** [hebe.smith@arun.gov.uk](mailto:hebe.smith@arun.gov.uk)

Dear Sir/Madam,

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

Application No: Y/55/25/HH

Site Address: Sunnymead North End Road Yapton BN18 0DL

Description of works: Roof extension to facilitate conversion of loft to habitable use, including an increase in ridge height and the installation of front and rear dormers.

Thank you for your internet representation made on 15th September 2025 which has been recorded as an objection with the comments as follows:

OWPC78807

YPC has fully considered the above application and requires more detail to be submitted with the application to establish beyond any doubt the quality of design, detailing, materials and finishes which is necessary for the scheme to be acceptable. Without the additional details YPC has no option but to object.

The site is located at the northern most entrance into Yapton lying just south of the North End Level crossing. In effect the site marks the 'gateway' into the Parish. YPC therefore places significant public importance on the sensitivity of both the location and site.

It should also be noted that where the applicant has removed all vegetation and surrounds trees and shrubs the property is now very exposed, especially due to its elevated position within the plot. Any extension work must be dealt with in a sensitive manner due to the building's prominence on North End Road. YPC therefore require more detailed information to enable it to make a fully informed response.

YPC insists that any extension proposal to the existing building clearly reflects the sensitive nature of the site and mirrors similar vernacular as its immediate adjacent dwellings. YPC would therefore seek individual dormer windows to reflect those opposite and the few along West Bank. This would be in-keeping with the YNP2 Design Guide. YPC therefore require more detailed information to enable it to make a fully informed response.

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>