



**SANDGATE PARISH COUNCIL**  
**Draft Minutes of a **PLANNING** COMMITTEE MEETING**  
**Held on Monday 15<sup>th</sup> April 2024 at 7.45pm**  
**At Sandgate Parish Council Offices/Library**  
**James Morris Court, Sandgate High Street**

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 These Minutes will only be deemed to be a correct record of the meeting when approved and signed at the next meeting.

**Chair:** Cllr Tim Prater  
**Councillors:** Simon Horton, Michael Fitch and Nicola South

1. **To elect a chairman for the duration of the meeting:** Councillor Tim Prater.  
**Proposed by:** Cllr Michael Fitch  
**Seconded by:** Cllr Simon Horton  
**Agreed by all.**
2. **Apologies for absence:** Cllrs Guy Valentine-Neale, Susan Claris and Peter Hickman
3. **Declarations of interest:** Councillor Simon Horton declared a non-pecuniary interest in application 23/0383/FH
4. **Minutes of the last meeting** – the minutes of the meeting held on **18th March 2024** having been previously circulated, were approved as a correct record and signed by the chair during the meeting.  
**Proposed by:** Cllr Michael Fitch  
**Seconded by:** Cllr Simon Horton  
**Agreed by all.**

**4. Planning applications for discussion**

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| <b>24/0412/FH</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>14 Encombe</b>                  | <b>First floor rear extension, recladding of walls, remodelling of first floor terrace, moving of parking bay and addition of PV solar panels and air source heat pump</b> | <b>Comments and observations before 24/04/2024</b><br><br><b>Neither</b><br><b>For: 4</b><br><b>Against: 0</b><br><b>Interest declared: 0</b><br><b>Abstention: 0</b> |
| <p><b>It was noted with disappointment that the application needs substantially more information. The lack of a Design Access Statement, Soil Stability Report, design measurements, reference to Sandgate Design Code and overall lack of clarity, made it impossible for councillors to form an opinion on the application. In addition to this, there was uncertainty on the intent for the south side elevation as there was no reference to material or dimensions. There was also no mention of overlooking or how the application relates to relevant policy.</b></p> <p><b>The councillors agreed that there was not enough information to form an opinion on the proposal and that if further information was provided, they would meet again to consider it.</b></p> <p><b>Proposed by:</b> Cllr Tim Prater<br/> <b>Seconded by:</b> Cllr Simon Horton<br/> <b>Agreed by all.</b></p> |                                    |                                                                                                                                                                            |                                                                                                                                                                       |
| <b>24/0383/FH</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Westerleys, Helena Corniche</b> | <b>Replacement of garage roof with a mansard roof, addition of dormer windows to front and an enlarged balcony above, in connection with</b>                               | <b>Comments and observations before 25/04/2024</b><br><br><b>No Objection</b>                                                                                         |

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|  |  | forming an attached annex accommodation. | For: 3<br>Against: 0<br>Interest declared: 1<br>Abstention: 1 |
|--|--|------------------------------------------|---------------------------------------------------------------|

It was noted that this was a request that had previously been considered by Sandgate Parish Council and that the previous application had been withdrawn by the applicant. The council did not object previously however there were some concerns raised by residents due to the council considering the application before neighbour's concerns had been published on the planning portal.

It was noted that the proposed balcony had been amended due to concerns of overlooking the neighbour and this no longer appeared to be an issue, though an oblique view of the properties would have assisted in this consideration.

The application states that both garage and driveway spaces would be retained, allowing for four vehicles to park on the site. The council were content that this number of spaces would be considered sufficient, by planners, for the size of the property. If residents and/or visitors to the properties were using the turning point as long term parking then this would be a matter for the Planning Department, on the surface of the matter, four parking spaces for a property of that size is sufficient by planning standards.

Councillors considered the street scene and the visual impact of the proposed changes; the neighbouring property is very similar, and councillors were mindful of their comments on previous applications where similar properties have been considered.

It was noted that the street scene is important but that the neighbouring property appears to have made changes to the garage (presumably via permitted development) and that this had, therefore, already materially changed the street scene.

Councillors discussed overlooking, regarding the houses opposite, however it was agreed that the property overlooked the rear of the opposite houses and that the main living areas would be on the opposite side of the house given that the houses are fashioned on being able to enjoy a sea view.

Councillors agreed that the proposed design did not appear to degrade the street scene, nor did it add such that Westerleys would become the prominent property in Helena Corniche.

Councillor Tim Prater abstained and added that without seeing an oblique view of the balcony, it is not possible to determine whether the issue of overlooking is mitigated.

**5. Update on previous planning applications:**

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|------------|--------------------------------------|-------------------------|
| 24/0116/FH | 7 Quarterdeck Hillside               | Approve with conditions |
| 24/0200/FH | Undercliff House, Undercliff         | Approve with conditions |
| 24/0287/FH | 4-5 Gold Heights, Sandgate Esplanade | Refused                 |

**6. Correspondence:** None

**7. Information –** None

**8. Date of the next Planning Committee meeting –** TBC

Meeting closed at 20:30

Signed by the Planning Committee Chairman.....Date.....