



**SANDGATE PARISH COUNCIL**  
**Minutes of a PLANNING COMMITTEE MEETING**  
**Held on Monday 12<sup>th</sup> May 2025**  
**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.

**Present:**

**Chair** Councillor Guy Valentine-Neale  
**Councillors** Susan Claris, Simon Horton, Michael Fitch and Nicola South.  
Parish Clerk: Gaye Thomas

1. **Apologies for absence:** Hazel Barrett & Peter Hickman
2. **Declarations of interest:** None
3. **Minutes of the last meeting** – the minutes of the meeting held on 28th April 2025 were circulated ahead of the meeting. They were accepted as a correct record of the meeting.  
**Proposed: Councillor Simon Horton**  
**Seconded: Councillor Nicola South**  
**Approved by all present**

4. **Planning applications for discussion**

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| 25/0603/FH                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 16 VALLEY ROAD       | Conversion of garage into annex to include front and rear dormers and minor internal works<br><br>Change to proposal description                        | Cannot Support For :7<br>Against:0 Int Dcl'd :0<br>Abs:0                                         |
| <p>It was noted that the sole change in this application was an extended description. Therefore, the Council's previous comment remains unchanged, namely that:</p> <p>It was noted that the parish council do not object in principle but concerns about an increase in load/massing from the existing garage footprint in an area of known land instability are not addressed in a stage 1 geotechnical/ stability soil report, as required policies SDS 8 and PPLP NE6. For this reason, the committee is unable to support the application at this time.</p> <p>It was noted with disappointment that the Sandgate Design Statement was not referred to in this application. It was noted that a number of neighbours comments regarding noise during the construction period should be addressed in the conditions by the Planning Department.</p> |                      |                                                                                                                                                         |                                                                                                  |
| 25/0579/FH                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 1 HILLSIDE, SANDGATE | Listed Building Consent for new bathroom to first floor with new extractor fan louvre to rear and new tiled roof to rear existing ground floor bathroom | Comments and observations before 27/05/2025 No Objection<br><br>For:5 Against:0 Int dcl; 0 Abs:0 |

The Council does not object to this application. However, it was noted with disappointment that no reference was made to the Sandgate Design Statement (SDS), despite the fact that the property is located within a conservation area.

The SDS is a material planning consideration that provides guidance on maintaining and enhancing the character of Sandgate, particularly in sensitive areas such as conservation zones. Its omission is therefore significant.

It is also of concern that the absence of reference to the SDS has now been noted in two previous applications relating to this property. The Council urges applicants and their agents to engage fully with the SDS in future submissions to ensure that development proposals are aligned with the design principles and character of the area.

|            |                |                                                                                             |                                                                                                        |
|------------|----------------|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| 25/0761/FH | 37 VALLEY ROAD | Garage conversion and rear extension, along with external parking bay to driveway entrance. | Comments and observations before 20/05/2025<br>Objection For:5<br><br>Against:0 Int dcl:0<br><br>Abs:0 |
|------------|----------------|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|

It was noted that the application did not include a Soil Stability Report, which is a critical requirement when proposing development in areas identified as having known land instability. In accordance with the National Planning Policy Framework (NPPF) Paragraph 183, SDS 8 and PPLP NE6 decisions must ensure that a site is suitable for its proposed use, taking account of ground conditions and land stability.

The application makes no reference to the Sandgate Village Design Statement, which forms a material consideration in planning decisions within the area. This document outlines locally specific design principles aimed at preserving the character and distinctiveness of Sandgate.

While the Council acknowledges that the proposed development may enhance the property's appearance and utility, in the absence of a required Soil Stability Report, it cannot be confirmed that the development would be safe or appropriate for the site. Accordingly, and in line with both national guidance and local planning policy, the Council must submit an objection to the proposal.

|            |                                                 |                                                                                                                                 |                                                                                                     |
|------------|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| 25/0770/FH | Anna House Veterinary Hospital, 3 Sandgate Hill | Retrospective advertisement consent for the installation of 3 replacement external signs (one illuminated) and 1 no. post sign. | Comments and observations before 18/05/2025<br><br>Objection For:5<br><br>Against:0 Int dcl:0 Abs:0 |
|------------|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|

The Council objects to this application on the grounds that the proposed signage is excessive in scale and visually intrusive. In particular, the sign located within the garden area is considered overly dominant and inappropriate for its prominent location at the entrance to Sandgate, which serves as a key gateway to the village.

Furthermore, the application makes no reference to the Sandgate Village Design Statement, a material planning consideration that sets out guidance to ensure that development proposals reflect the unique character and heritage of the area. The failure to consider this document is a significant omission.

The Council's preference is for any signage in this location to be more discreet and sympathetic to the surrounding environment. As it stands, the proposal conflicts with the principles outlined in the Design Statement and undermines efforts to protect and enhance the visual amenity of this important entrance to Sandgate. The Council therefore recommends that the signage be reduced in both size and prominence to better reflect the setting and comply with local design guidance.

## 5. Update on previous planning applications:

25/0362/FH

131 Sandgate High Street

Approve with Conditions

25/0425/FH

Varne The Undercliff

Approve with Conditions

It was noted that the Officer's Report relating to the 12 Radnor Cliff application was both informative and well-considered. The Council found the content particularly insightful, and it may serve as a useful reference in the future when reviewing and assessing similar applications.

6. **Correspondence:** None at this time
7. **Information:** None
8. **Date of the next Planning Committee meeting – TBC**

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

Chairman's initial & date .....