



# ADUR DISTRICT COUNCIL

Mr Henry Wagstaff  
Wilbury Planning Ltd  
Suite 12  
Second Floor  
Vantage Point  
Brighton & Hove  
BN1 4GW

Our reference: AWDM/0153/25  
Please ask for: Katy McMullan  
Email: Democratic.services@adur-  
worthing.gov.uk  
Direct Line: 01903 221006  
Date: 22nd August 2025

Dear Mr Henry Wagstaff,

## **Town and Country Planning Act 1990 (as amended by the Planning and Compensation Act 1991)**

**Proposed 2 storey upwards extension (including additional floor over the Co-Op building) to provide 21 no. flats (Class C3) plus aesthetic improvements to the existing building. Provision of hard and soft landscaping, refuse and cycle storage. AMENDED PLANS received showing addition of a lift within southern part of building.**

### **Queens Parade North Road Lancing West Sussex**

I am writing to inform you that the above planning application is due to be considered by the Planning Committee at its next meeting at **6:30pm** on **1 September 2025** at the Queen Elizabeth II Room, Shoreham Community Centre, Pond Road, Shoreham-by-Sea. The application can be viewed on the Council's website under – Planning Committee and Reports.

The Council allows public speaking at Planning Committee meetings. If you would like to take this opportunity to make your representation at the meeting please register your intention to speak by contacting the Democratic Services Team, Kate McMullan on 01903 221006, by 12 noon on the working day before the Committee meeting (i.e. normally the Friday prior to the Committee meeting on the Monday). The Committee meeting will also be live streamed. The Planning Committee agenda is available to view on our website: <https://democracy.adur-worthing.gov.uk/ieListMeetings.aspx?Committeeld=139>

In accordance with our agreed policy, there will be a maximum of 3 speakers allowed in support of the recommendation and 3 speakers against. Each speaker will be allowed a maximum of 3 minutes. The places will be allocated on a first come, first served basis and, therefore, you are strongly advised to register your intention to speak at your earliest convenience.

It is important that any representations made to the Committee should be on relevant planning considerations. For your assistance examples of relevant and irrelevant planning considerations that the Council can consider in assessing proposals and those which it cannot are set out below:

Examples of **relevant** planning considerations are:-

Planning policies  
Previous decisions

Adur & Worthing Councils, Development Management, Place Directorate,  
Worthing Town Hall, Chapel Road, Worthing, West Sussex, BN11 1HA  
Tel: 01903 221065 Email: [planning@adur-worthing.gov.uk](mailto:planning@adur-worthing.gov.uk)  
Web: [www.adur-worthing.gov.uk](http://www.adur-worthing.gov.uk)

Highway safety, traffic and parking  
Noise, disturbance, traffic and smells  
Design, appearance, materials, character  
Overlooking, loss of privacy and light  
Effect on trees  
Effect on Listed Buildings and Conservation Areas

Examples of **irrelevant** planning considerations are:-

Matters controlled by other legislation, e.g. licensing, private property rights/covenants  
Effect on value of property  
Personal or financial circumstances  
Loss of view  
Moral or religious issues

Yours faithfully

A handwritten signature in black ink that reads "G Peck". The signature is written in a cursive style with a large, looped 'G' and a distinct 'Peck'.

Gary Peck  
Head of Planning & Development