Minutes of a meeting of Steep Parish Council Planning Committee
Held on Monday 7 September 2026 at 7pm
At Steep War Memorial Village Hall

Present: Councillors: Alison Driver (Chair), Charlotte Duthie, Shannon Askew, Andrew Inkley and Barry Haywood.
Sam Marchant (Clerk).
Public: No members of the public present.

Minute Ref	Item
26/49	**Apologies for absence** Apologies were received from Councillor Paul Nayton, Robin Hollington and Terry Cook. Simon Hawkes was not in attendance.
26/50	**Declarations of Interest** No declarations of interest were made.
26/51	**Approval of Minutes** The Minutes of the Planning Committee meeting held on Monday 24 August 2026 were approved as an accurate record and signed by the Chair.
26/52	**Public Comment** **Discussion points:** No members of the public were present therefore no comments were made.
26/53	**Planning Applications** The Committee considered the Planning Applications: SDNP/26/01342/CND – Viola Hill, Ashford Lane, Steep, GU32 1AA – Retrospective application under Section 73A of the Town and Country Planning Act 1990 for permission for development already carried out without compliance with conditions 6,7 and 8 of planning permission SDNP/22/01966/CND, relating to drainage and landscaping (amended description, additional information received) **Discussion points:** The Committee noted that the building inspector had not been given the opportunity to inspect the drainage before it was covered up. Although the building inspector had passed the application, comments had been made in relation to conditions 6, 7 and 8. Drainage drawings were produced too late for the Committee to consider them as part of the application. The Parish Council had previously made clear that it was unable to comment fully because adequate drainage plans had not been provided.

The Committee considered that the matter was principally within the remit of the South Downs National Park Authority (SDNPA) to determine. The building regulations process had been signed off, but the Committee understood that the relevant conditions remained a concern because the drainage works had already been covered up and could not be verified by inspection.
The Committee acknowledged that it was not expert in this field and noted that the application had previously been refused twice.
The Committee considered that there was no evidence demonstrating that the drainage had been installed correctly. In its view, the amended information consisted of drawings rather than visual evidence or supporting documentation confirming that the works had been properly installed.
The Committee noted that there had been four applications associated with this matter.

Resolution:
The Committee agreed that no supporting evidence had been provided to demonstrate that the drainage had been installed correctly. The Committee agreed with the building inspector's three conditions and recommended refusal until sufficient evidence had been supplied.

Agreed comments for submission:
Steep Parish Council Planning Committee has considered the amended information submitted in relation to this application. The Committee remains concerned that there is insufficient evidence to demonstrate that the drainage has been installed correctly and in accordance with the relevant conditions.

The drainage works were not available for inspection before being covered up, and the information now provided appears to comprise drawings rather than visual evidence or other supporting documentation confirming that the drainage has been properly installed. The Parish Council has previously explained that it was unable to comment fully because adequate drainage information had not been provided.

Given the recurrent flooding on Ashford Lane, the Parish Council considers it particularly important that the adequacy and correct installation of the drainage arrangements are properly demonstrated. The Committee agrees with the three conditions identified by the building inspector and recommends that the application be refused until sufficient evidence has been provided to demonstrate that the drainage has been installed correctly and satisfactorily addresses the relevant requirements.

26/54 Date of the next Planning Committee meeting
To be arranged as required.

There being no further business, the Chair declared the meeting closed at 7:15pm.

Signed: Dated: