



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 2nd APRIL 2024

PRESENT: Cllr. Mrs. J. Warr (Chair), Cllrs: J. Barrett, S. Goodheart, Miss. C. Needs, P. Ralph, B. Waterhouse and Mrs. G. Yeates

IN ATTENDANCE: Mrs. J. Davis (Assistant Clerk)

The Meeting opened at 4.01pm

175. WELCOME BY CHAIR

The Chair welcomed all those present. The Council's opening statement was read, and particular attention was drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders relating to public question time.

The Assistant Clerk informed those present that the Fire Assembly Point had been relocated to the front of the Town Hall, by the War Memorial.

176. APOLOGIES FOR ABSENCE AND THEIR APPROVAL, SUBJECT TO MEETING THE AGREED CRITERIA

Apologies for absence were received from Cllr. Woodall with the Clerk recommending that the reason given was acceptable. This absence was **APPROVED** by Members.

177. DECLARATIONS OF INTEREST

The Chair addressed those Members present to ask if they wished to confirm any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this Agenda.

As noted on the Agenda, Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary, Other Registrable or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to temporarily leave the meeting for the discussion and vote

- e) if it is a Disclosable Pecuniary or Other Registrable Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time.

They then need to re-declare their Interest and the nature of the Interest at the commencement of the item or when the Interest becomes apparent.

They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary, Other Registrable or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chair reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

There were no declarations of Interest

178. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 12th MARCH 2024

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the meeting held on 12th March 2024 as an accurate record of the proceedings and the Chair signed them.

179. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public seated in the public gallery, therefore, the meeting was not adjourned.

180. CLERK'S REPORT FROM PREVIOUS MINUTES

There was nothing to report.

181. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 8th, 15th AND 22nd MARCH 2024

181.1 The Committee noted that there were no views from other Town Councillors to report.

181.2 The Committee noted that no representations had been received from members of the public, or neighbouring parishes, in respect of these applications.

181.3 The Committee, having considered the applications, **RESOLVED** that its representations be forwarded to ADC (Appended to these Minutes as **Appendix 1**).

182. TO RATIFY ANY PAVEMENT LICENCE APPLICATION REPRESENTATIONS SUBMITTED BY THE TOWN CLERK IN ACCORDANCE WITH THE DELEGATED AUTHORITY AND PROCESS

The following decision was **RATIFIED**:

- Licence Application Number: 119495 in relation to Litte Piggies Café, 39 Bedford Street, Bognor Regis, PO21 1SH - Members **AGREED** to offer **NO OBJECTION** to the application to place 5 tables and 10 chairs directly outside the premises.

183. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS

183.1 Licensing Act 2003

Premises: Promocja Market, 3 Richmond Road, Bognor Regis, PO21 1BU

Licence Number: 119485

The Committee noted the application received for a Premises Licence including: - Supply of alcohol for consumption off the premises Monday to Saturday between 08:00 and 23:00 and Sunday between 09:00 and 22:00.

Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence being granted for the reasons outlined in the application, subject to satisfactorily meeting the Licensing Objectives.

183.2 Licensing Act 2003

Premises: Nando's, Unit G, Arun Retail Park, Shripney Road, Bognor Regis, PO22 9NF

Licence Number: 119480

The Committee noted the application for a Premises Licence including: - The sale of alcohol for consumption on and off the premises Monday to Sunday between 11:00 and 00:00, and the provision of late-night refreshment between 23:00 and 00:00 Monday to Sunday.

Whilst **NOTING** that the application was for a premises located in the parish of Bersted, although on the border with Bognor Regis, Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence being granted for the reasons outlined in the application, subject to satisfactorily meeting the Licensing Objectives.

184. TO RECEIVE AN UPDATE IN RELATION TO ADC'S REVIEW OF THE PLANNING LOCAL VALIDATION REQUIREMENTS LIST AND TO CONSIDER SUBMITTING ANY FURTHER COMMENTS IN RESPONSE TO THE CONSULTATION BY 8th APRIL 2024

The Assistant Clerk's report was **NOTED**.

Having reviewed the revised lists, previously circulated by email, Members **AGREED** to submit **NO COMMENT** in response to ADC's second round of consultation in relation to Planning Local Validation Requirements Lists.

185. CORRESPONDENCE

The Committee **NOTED** receipt of correspondence previously circulated.

The Meeting closed at 4.32pm

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 2nd APRIL 2024
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS 8th, 15th AND 22nd MARCH 2024)**

The Planning and Licensing Committee of Bognor Regis Town Council **RESOLVED** as follows:

<p>BR/34/24/HH 113 Marshall Avenue Bognor Regis PO21 2TH</p>	<p>Demolition of existing canopy, construction of single storey extension to rear of house.</p>	<p>NO OBJECTION</p>
<p>BR/32/24/PL The Regis School Westloats Lane Bognor Regis PO21 5LH</p>	<p><i>Construction of a new entrance and office extension. This application is in CIL zone 4 (zero rated) as other development.</i></p>	<p>NO OBJECTION</p>
<p>BR/40/24/PO 22 Crescent Road Bognor Regis PO21 1QG</p>	<p>Application to remove paragraph 1 of Schedule 2 on the Section 52 Agreement dated 22/2/1988 linked to BR/520/87 that obligates that no person of less than state pensionable age is to occupy the property.</p>	<p>NO OBJECTION</p>
<p>BR/41/24/CLE Branscombe 6 Ellasdale Road Bognor Regis PO21 2SG</p>	<p>Lawful development certificate for an existing use as a HMO comprising 7no bedsits.</p>	<p>NO OBJECTION</p>