



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING**

**HELD ON TUESDAY 9<sup>th</sup> JANUARY 2018**

**PRESENT:** Cllr. Mrs. J. Warr (Chairman), Cllrs: K. Batley, P. Dillon,  
S. Goodheart, S. Reynolds and P. Woodall

**IN ATTENDANCE:** Mrs. J. Davis (Civic & Office Manager)

*Prior to the Meeting, a pre-meeting briefing was held with the Chairman of Arun District Council's Bognor Regis Regeneration Sub-Committee, Councillor Phil Hitchins, and the West Sussex County Council Cabinet Member for Highways and Transport, Councillor Bob Lanzer to discuss what options are being considered as part of the regeneration proposals for the High Street, and Esplanade, in Bognor Regis*

*The Meeting opened at 7.00pm*

### **141. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed those present and went through the evacuation procedure in the event of a fire. Apologies of absence were noted from Cllr. Mrs. S. Daniells who was on Annual Leave.

### **142. DECLARATIONS OF INTEREST**

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda

Members and Officers should declare an interest by stating:-

- a) The item they have an interest in
- b) Whether it is an Ordinary Interest and the nature of the interest
- c) Whether it is also a Disclosable Pecuniary Interest

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. In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should be

returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

***Cllr. Dillon stated that, as a Member of Arun District Council's Development Control Committee, he will be voting on the matters before him having regard only to such information as placed before the Town Council. If he should come to consider any matters again at the District Council, and further information may be available, he will consider the information available at that time and may come to a different decision***

**143. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 19<sup>th</sup> DECEMBER 2017**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 19<sup>th</sup> December 2017 as an accurate record of the proceedings and the Chairman signed them.

**144. ADJOURNMENT FOR PUBLIC QUESTION TIME**

There were no questions.

**145. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS**

There were no matters arising.

**146. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO PREMISES LICENCE 16036: 2 LENNOX STREET, BOGNOR REGIS**

**Licensing Act 2003**

**Premises: 2 Lennox Street, Bognor Regis**

**Licence Number: 16036**

The Committee noted the Licence application received for the supply of alcohol from 10.00 to 23.30, until 01.00 on Christmas Eve and New Year's Eve. Further information was not available in relation to the licence, as access to ADC's Public Register was not possible, and it was noted that the application was a change to an existing licence to supply alcohol.

Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence application.

**147. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 22<sup>nd</sup> AND 29<sup>th</sup> DECEMBER 2017, AND 5<sup>th</sup> JANUARY 2018**

**147.1** The Committee noted that there were no views from Town Councillors to report.

**147.2** The Committee noted that representations had been received by the Town Council from the public in respect of BR/288/17/PL. None had been received from neighbouring parishes in respect of these applications.

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

**148. TO CONSIDER COMMENTING ON ANY SIGNIFICANT PLANNING APPLICATIONS OUTSIDE THE WARDS OF BOGNOR REGIS, THAT MAY IMPACT ON THE INFRASTRUCTURE OF BOGNOR REGIS ON LISTS DATED 22<sup>nd</sup> AND 29<sup>th</sup> DECEMBER 2017, AND 5<sup>th</sup> JANUARY 2018**

There were no significant planning applications that Members wished to raise on lists dated 22<sup>nd</sup> and 29<sup>th</sup> December 2017, and 5<sup>th</sup> January 2018.

**149. NOTIFICATION OF ANY APPLICATIONS TO BE CONSIDERED AT THE NEXT ADC DEVELOPMENT CONTROL COMMITTEE MEETING**

There were none.

**150. CORRESPONDENCE**

The Committee noted receipt of correspondence previously circulated.

Additional correspondence included:-

**150.1** ADC - Main Modifications to the Arun Local Plan, and supporting documents, are being made available for representations over a six-week period starting on Friday 12<sup>th</sup> January until 5pm on Friday 23<sup>rd</sup> February. The Committee must advise the Civic & Office Manager, at the meeting, if they wish for this issue to be included on the agenda for the Planning and Licensing Meeting to be held on 30<sup>th</sup> January 2018. Members **AGREED** that the issue would be included on the agenda for the Planning and Licensing Meeting to be held on 30<sup>th</sup> January 2018.

**150.2** A public exhibition, in relation to planning application BE/61/13 (approved conditionally) for Oldlands Farm, Steyning Way, Bognor Regis, will take place on Wednesday 10<sup>th</sup> January 2018 between 2pm and 7pm at Bersted Park Community Centre, Lakeland Avenue, Bognor Regis, PO21 5FF. Exhibition documentation can also be viewed online at <https://rapleys.com/consultation/bognor-regis/>.

- 150.3** Notification of upcoming West Sussex Highway Works: 3<sup>rd</sup>-17<sup>th</sup> January 2018. Emailed to Committee and uploaded to Town Council Facebook page.
- 150.4** WSCC - Public Notice of temporary Traffic Regulation Orders that will be in place on Station Road, Bognor Regis 17<sup>th</sup>-24<sup>th</sup> January 2018, and on Victoria Drive, Bognor Regis 29<sup>th</sup>-30<sup>th</sup> January 2018. Emailed to Committee and uploaded to Town Council Facebook page.
- 150.5** Letter from neighbour of property in relation to planning application BR/305/17/HH (30 Mansfield Road, Bognor Regis).

***The Meeting closed at 7.19pm***

**APPENDIX 1****PLANNING AND LICENSING COMMITTEE MEETING HELD ON 9<sup>th</sup> JANUARY 2018****REPRESENTATIONS ON LISTS DATED 22<sup>nd</sup> AND 29<sup>th</sup> DECEMBER 2017, AND 5<sup>th</sup> JANUARY 2018**

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

<b>BR/288/17/PL</b> (Re-Advertised) Main Unit Rear of Holmlea Town Cross Avenue Bognor Regis	Rear extension to storage & workshop areas & roof extension	<b>NO OBJECTION</b>
<b>BR/321/17/PL</b> Sovereign Court Campbell Road Bognor Regis	Replacement of all windows & doors, existing timber fascia, soffits, guttering & downpipes with PVCu & the main entrance doors, fire exit doors/communal doors to be replaced with aluminium	<b>NO OBJECTION</b>
<b>BR/330/17/L</b> The Pier The Esplanade Bognor Regis	Listed building consent for the removal of existing dropped soffit & lighting, making good original soffit above & 6 No. new lighting to arcade area	<b>NO OBJECTION</b>
<b>BR/331/17/PL</b> Butlins Upper Bognor Road Bognor Regis	Variation of conditions 2, 8, 12, 14 & 21 imposed under BR/240/16/PL relating to approved plans	<b>NO OBJECTION</b>

<b>BR/329/17/PL</b> (Non-Statutory) 17 Lennox Street Bognor Regis	Single storey rear extension to ground floor apartment	<b>NO OBJECTION</b>
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