



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 13th MARCH 2018

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: Mrs. S. Daniells,
P. Dillon, D. Enticott, S. Goodheart, and S. Reynolds

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

The Meeting opened at 6.30pm

173. 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. Batley who was working, and Cllr. Woodall who had another meeting.

174. 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.

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

175. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 20th FEBRUARY 2018

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 20th February 2018 as an accurate record of the proceedings and the Chairman signed them.

176. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

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

There were no matters arising.

178. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO PREMISES LICENCE 16165: 19 HIGH STREET, BOGNOR REGIS

Licensing Act 2003

Premises: 19 High Street, Bognor Regis

Licence Number: 16165

The Committee noted the Licence application received for the supply of alcohol Monday to Thursday from 12:01 until 22:00 hours, Friday and Saturday from 12:01 until 23:00 hours, and Sunday from 12:01 until 21:30 hours. Members noted that the premises will be a burger restaurant seating approximately 65. There will be a small bar serving alcohol to tables with food only.

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

179. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 23rd FEBRUARY, 2nd and 9th MARCH 2018

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

179.2 The Committee noted that no representations had been received by the Town Council from the public or neighbouring parishes in respect of these applications.

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

180. 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 23rd FEBRUARY, 2nd and 9th MARCH 2018

There were no significant planning applications that Members wished to raise on lists dated 23rd February, 2nd and 9th March 2018.

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

There were none.

182. ARUN DISTRICT COUNCIL (CIVIL ENFORCEMENT AND CONSOLIDATION) ORDER 2010 - LETTER ADVISING OF VARIATION TO CAR PARKING CHARGES EFFECTIVE 1st MAY 2018 - COPIED TO COUNCILLORS. ANY RESPONSE TO BE SUBMITTED BY 6th APRIL 2018

Members considered the proposal to vary the charges for parking in Culver Road, Gloucester Road and Rock Gardens in Bognor Regis, with effect from the 1st May 2018.

Following discussion Members **RESOLVED** to submit **NO COMMENT** in relation to the proposed changes.

183. CORRESPONDENCE

The Committee noted receipt of correspondence previously circulated.

Additional correspondence included: -

183.1 WSCC - Proposed Temporary Traffic Regulation request for various roads in Aldwick, Bognor Regis and Felpham.

183.2 Notification of upcoming West Sussex Highway Works: 7th-21st March 2018. Emailed to Committee and on Town Council Facebook page.

183.3 WSCC - Notification of the Public Rights of Way services Summer Surface Vegetation Clearance Programme for 2018. If Members believe that there are paths that should be added to the list for Bognor Regis, or removed, then the Access Ranger must be notified by Monday 26th March 2018. Certain paths were identified that Members felt should be added to the list for Bognor Regis and the Officer will notify the WSCC Access Ranger by the date required.

The Meeting closed at 7.18pm

APPENDIX 1

PLANNING AND LICENSING COMMITTEE MEETING HELD ON 13th MARCH 2018

REPRESENTATIONS ON LISTS DATED 23rd FEBRUARY, 2nd and 9th MARCH 2018

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

<p>BR/43/18/T The Scout Hut Brent Road Bognor Regis PO21 5NW</p>	<p>Fell 1 No. Poplar tree</p>	<p>NO OBJECTION subject to the approval of the ADC Arboriculturist. It is recommended, if approved, that no work should be carried out if any birds or bats are nesting.</p>
<p>BR/39/18/PL First & Second Floor Offices 2-8 Queensway Bognor Regis PO21 1QT</p>	<p>Alterations to previously permitted & implemented scheme for 24 units to form balconies to flats 1-10; external lift & staircase shaft; external walkway; winter gardens to flats 11-18; a further bedroom & shower room to flat 19 & an extension to living room to flat 22. This application may affect the character & appearance of The Steyne Conservation Area & may affect the setting of a listed building</p>	<p>NO OBJECTION</p>

<p>BR/38/18/PL Yeomans Nissan Unit 1 Arun Business Park Bognor Regis PO22 9SX</p>	<p>Enlargement of glazing at showroom & fully glazed/sliding folding doors on SE elevation, block up 3 No. existing windows on NE elevation & overclad existing profiled cladding & brickwork with micro-rib cladding panels</p>	<p>NO OBJECTION</p>
<p>BR/6/18/PL 66 Hawthorn Road Bognor Regis PO21 2DD</p>	<p>Loft conversion to No.1 residential unit Incorporating 1 No. dormer on north east elevation, 1 No. dormer on south west elevation & 2 No. roof windows to south east elevation</p>	<p>NO OBJECTION</p>
<p>BR/41/18/PL University of Chichester Upper Bognor Road Bognor Regis PO21 1HR</p>	<p>Proposal 1: upgrading of provisions within existing substation compound to include provision of new concrete hardstanding, a GRP enclosure will be situated on base in compound. Proposal 2: upgrading of provisions on land adjacent to existing substation compound to include new concrete hardstanding & construction of shiplap wooden fence as means of closure. This application affects the character & appearance of the Upper Bognor Road & Mead Lane Conservation Area & may affect the setting of a listed building</p>	<p>NO OBJECTION</p>

<p>BR/48/18/PL Brodick 1 Castle Close Bognor Regis PO21 2FG</p>	<p>Variation of condition imposed under BR/71/12/ relating to condition 2- approved plans relating to insertion of 4 No. rooflight windows to rear elevation, 3 No. rooflight windows to side elevations of front roof & double sliding sash window to front gable</p>	<p>NO OBJECTION</p>
<p>BR/44/18/T Pagham Court 262 Hawthorn Road Bognor Regis PO21 2UP</p>	<p>Reduce crowns of 1 No. Holm Oak by 2.5m, 1 No. Red Oak by 4m & 1 No. English Oak by 4m</p>	<p>NO OBJECTION subject to the approval of the ADC Arboriculturist. It is recommended, if approved, that no work should be carried out if any birds or bats are nesting.</p>
<p>BR/53/18/PL Unit 13 Arun Business Park Bognor Regis</p>	<p>Installation of MOT Bay (Class 4) within existing preparation centre</p>	<p>NO OBJECTION</p>
<p>BR/49/18/HH 11 Elmwood Avenue Bognor Regis PO22 8DE</p>	<p>Two storey side & single storey rear extensions</p>	<p>NO OBJECTION</p>