



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,

Bognor Regis, West Sussex PO21 1LD

Telephone: 01243 867744

E-mail: bognortc@bognorregis.gov.uk

Dear Sir/Madam,

MEETING OF THE PLANNING AND LICENSING COMMITTEE

I hereby give you Notice that a Meeting of the Planning and Licensing Committee of the Bognor Regis Town Council will be held in The Council Chamber, The Town Hall, Clarence Road, Bognor Regis at 6.30pm on TUESDAY 17th MAY 2022.

All Members of the Planning and Licensing Committee are HEREBY SUMMONED to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder. An opportunity will be afforded to members of the public to put Questions/Statements to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their name and are encouraged to put questions/statements in advance, in writing. Priority will be given to written questions/statements and these should be restricted to the functions of this Committee). Any written question received by 9am on Tuesday 17th May from members of the public not able to attend the Meeting in person, will be read by the Chairman during this adjournment.

DATED this 11th day of MAY 2022

CLERK TO THE COUNCIL

THE AGENDA and BUSINESS to be TRANSACTED is:

1. To note the appointment of Chairman and Vice-Chairman as agreed at the Annual Town Council Meeting held 9th May 2022
2. **Chairman's Announcements and Apologies for Absence**
3. **Declarations of Interest**
Members and Officers are invited to make any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should re- declare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days. 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 leave the room for the discussion and vote
 - e) if it is a Disclosable Pecuniary Interest or Other Registrable Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time
4. To approve the Minutes of the Planning and Licensing Committee Meeting held on 26th April 2022
 5. Adjournment for public question time and statements
 6. To consider the Terms of Reference for the Planning and Licensing Committee and to make any necessary recommendations on proposed changes to the Policy and Resources Committee
 7. To consider Planning Applications on Lists dated 22nd, 29th April and 6th May 2022
 8. Correspondence

THERE IS A LIFT AVAILABLE AT THE TOWN HALL FOR ACCESS TO THE COUNCIL CHAMBER IF REQUIRED



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
E-mail: bognortc@bognorregis.gov.uk

MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 26th APRIL 2022

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: J. Barrett,
Mrs. S. Staniforth, M. Stanley, B. Waterhouse and
P. Woodall

IN ATTENDANCE: Mrs. R. Vervecken (Civic & Office Manager)

The Meeting opened at 6.30pm

100. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman 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.

Apologies for absence had been received from Cllr. Mrs. Daniells who was on annual leave.

No apologies for absence were received from Cllrs. Cunard or Erskine.

101. DECLARATIONS OF INTEREST

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

Cllr. Stanley declared an Ordinary Interest in discussions relating to planning application BR/70/22/OUT, due to making public comments on the previous version on this application (BR/129/21/OUT)

102. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 5th APRIL 2022

The Committee RESOLVED to AGREE and approve the Minutes of the Meeting held on 5th April 2022 as an accurate record of the proceedings and the Chairman signed them.

Cllr. Mrs. Staniforth requested that her abstention from the vote be noted in relation to the Minutes of 5th April 2022 as she had not been present at the meeting.

103. 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.

104. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 1st, 8th AND 15th APRIL 2022

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

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

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

104.4 Cllr. Barrett requested that it be noted that he objected to planning application BR/82/22/PL.

105. CORRESPONDENCE

The Committee NOTED receipt of correspondence previously circulated, and the following was brought to Members attention:

Additional correspondence included: -

105.1 WSCC - News release regarding a countywide road safety review currently underway.

The Meeting closed at 7.30pm

PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 26th APRIL 2022
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 1st, 8th AND 15th APRIL 2022)

<p>BR/65/22/L Salisbury House The Steyne Bognor Regis PO21 1TX</p>	<p>Listed building consent for the change of use of 5 No self-contained flats for adults with learning difficulties to 5 No self-contained flats and formation of 5 No further flats from HMO rooms, garage and office, repairs and decoration of external surfaces, minor alterations to elevation facing Sadler Street, change one window facing rear courtyard to French doors & apply obscure film to 2 windows in courtyard area</p>	<p>OBJECTION Members object to this application, on the grounds that parking requirement has increased considerably in The Steyne, which has led to amenity issues deriving from parking demands in this already congested and narrow street. Adding additional flats would result in the generation of further excessive parking demands, inevitably causing complications for access for emergency service vehicles and harming public amenity in this important heritage area of the Town; this would be contrary to Policies H SP4 and QE SP1 of the Arun Local Plan. Members also felt this would be an overdevelopment of the site.</p>
<p>BR/62/22/HH 91B Gravits Lane Bognor Regis PO21 5LN</p>	<p>Erection of single storey rear extension and loft conversion to habitable space</p>	<p>NO OBJECTION</p>
<p>BR/66/22/PL South Bersted Church of England Primary School Church Lane Bognor Regis PO22 9PZ</p>	<p>Change from grass to bonded mulch all weather surfacing on Trim Trail. This application is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO OBJECTION</p>

<p>BR/68/22/HH Claremont Court Campbell Road Bognor Regis PO21 1HD</p>	<p>Replace all existing double-glazed uPVC framed windows with new uPVC framed double glazed casement windows</p>	<p>NO OBJECTION</p>
<p>BR/70/22/OUT 26 Burnham Avenue Bognor Regis PO21 1JU</p>	<p>Outline application with all matters reserved for up to 10 No. new dwellings with associated services, landscaping, car parking & amenity (resubmission following BR/129/21/OUT)</p>	<p>OBJECTION Members object to the proposals set out, on the material planning grounds of: - access and highway safety; traffic generation; overbearing nature of the proposal; design and appearance; visual impact; layout and density of buildings; loss of ecological habitat. Policy D SP1 of the Arun Local Plan 2011-2031 stipulates that the design should reflect the characteristics of the site and local area. Members were of the opinion that these proposals still do not meet this criteria, and show a lack of sensitive understanding of the site/context and does not respond to locally distinctive patterns of development. The scale of the proposed development detracts from the local and wider area's character and is not within the general confines of the overall character. The proposed dwellings would, by virtue of its layout, siting and size, result in an overdevelopment of the site and have an overbearing impact on the neighbouring properties. Members are concerned that this proposal will have a significant impact on the road network. The plans fail to demonstrate that this development will not impact on existing capacity of public highways and is, therefore, contrary to Policy 8b of the Bognor Regis Neighbourhood</p>

		Development Plan 2015-2030."
BR/72/22/PL University of Chichester Upper Bognor Road Bognor Regis PO21 1HR	Variation of condition 2 imposed under BR/311/18/PL relating to alternative floorspace plans, minor changes to building footprint and elevations, improvements to fire escape routes and changes to the approved materials (note no change to overall height or distances to nearby dwellings)	NO OBJECTION
BR/61/22/PL 20 Nyewood Lane Bognor Regis PO21 2QB	Change of use to 5 bed house in multiple occupation	OBJECTION Members were disappointed that another family home is being lost to a proposed HMO development. Not only does this pose a risk of increased crime, but as an area with a Traffic Regulation Order in place, a HMO has the potential to increase traffic generation at the junction of Nyewood Lane and Richmond Avenue. The proposal is therefore contrary to policy H SP4 of the Arun District Local Plan and the National Planning Policy Framework.
BR/82/22/PL Holmlea main unit Rear of Town Cross Avenue Bognor Regis PO21 2DN	Demolition of warehouse and proposed construction of 10 No. self-contained apartments. This application is in CIL Zone 4 (Zero Rated) as flats	NO OBJECTION However Members felt further thought needed to be given to emergency vehicular access.
BR/48/22/PL 13-17 Richmond Avenue Bognor Regis PO21 1YE	Conversion of existing loft space into 2 No. flats. This application is in CIL Zone 4 (Zero rated) as flats	NO OBJECTION