



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 **4pm on TUESDAY 10th JANUARY 2023**.

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 10th January from members of the public not able to attend the Meeting in person, will be read by the Chairman during this adjournment.

PLEASE NOTE START TIME

DATED this 3rd day of JANUARY 2023

CLERK TO THE COUNCIL

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcements and Apologies for Absence
2. 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
3. To approve the Minutes of the Planning and Licensing Committee Meeting held on 20th December 2022
 4. Adjournment for public question time and statements
 5. To consider Planning Applications on Lists dated 16th and 23rd December 2022
 6. To consider Premises Licence Applications including any variations and any other Licence Applications
 7. Correspondence

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



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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 20th DECEMBER 2022

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: S. Goodheart,
B. Waterhouse and P. Woodall

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

The Meeting opened at 4.02pm

70. 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. Barrett who had another engagement.

No apologies for absence were received from Cllrs. Cunard, Erksine and Mrs. Daniells.

71. 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.

There were no declarations of Interest

72. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 6th DECEMBER 2022

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 6th December 2022 as an accurate record of the proceedings and the Chairman signed them.

73. 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.

74. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 2nd AND 9th DECEMBER 2022

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

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

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

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

There were no Licence applications to be considered.

76. TO CONSIDER AND AGREE ANY RESPONSE IN RELATION TO WSCC'S ENHANCED PARTNERSHIP STATUTORY STAKEHOLDER CONSULTATION

Having considered the Enhanced Partnership Plan, and the questions within the survey, Members **AGREED** to submit any response to the consultation as individuals, within the published timeframe.

77. CORRESPONDENCE

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

The Meeting closed at 4.16pm

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 20th DECEMBER 2022
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 2nd AND 9th DECEMBER 2022)**

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

<p><u>BR/264/22/PL</u> <u>98-100 Chichester Road</u> Bognor Regis PO21 5AA</p>	<p>Variation of condition imposed on BR/315/19/PL relating to Condition 2 - approved plans</p>	<p>NO OBJECTION</p>
<p><u>BR/271/22/PL</u> <u>Elizabeth Court</u> Park Terrace Bognor Regis PO21 2NH</p>	<p>Replacement of defective stone balcony slabs with new jointing and sealant detail, treatment and/or replacement of defective balustrades and sundry items (Flats 3,4,12a & 14 only). This application affects the character and appearance of the Aldwick Road, Bognor Conservation area and is in CIL Zone 4 (zero rated) as other development</p>	<p>NO OBJECTION Members were pleased to see that the original features of the balustrades were being retained and welcomed the proposed works.</p>

**PLANNING APPLICATIONS TO BE CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE TO BE HELD ON 10th JANUARY 2023
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 16th AND 23rd DECEMBER 2022)**

[BR/274/22/T](#)
[242 Hawthorn Road](#)
Bognor Regis
PO21 2UP

1 No. English oak (T1) - remove two low lateral branches in the north-west sector of the crown and reduce the crown radius in the western sector from around 8.5m to 6.5m

Comment by 20-JAN-23

AGENDA ITEM 7

**BOGNOR REGIS TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE MEETING
10th JANUARY 2023**

AGENDA ITEM 7 - CORRESPONDENCE

REPORT BY THE ASSISTANT CLERK

FOR INFORMATION

1. WSCC - Public Notice: Temporary Closure of Pevensey Road between the junctions of Arun Road and Amberley Drive, to commence on 6th January 2023 for up to 5 days (it is estimated to be completed on 6th January 2023) and is required for the safety of the public and workforce while Southern Water undertakes works to replace frame and cover in carriageway. The restriction will be in place daytime only from 07:00 until 17:00. An alternative route will be signed on site. Access maintained for emergency services, residents and pedestrians.
2. ADC - Notification that an Informal Hearing is to be held on 7th February 2023 into the appeal relating to planning application BR/86/20/PL (Aldwick House Care Home, 41-45 Nyewood Lane, Bognor Regis, PO21 2SJ).
3. ADC - Notification that planning application BR/240/22/PL (Land adjacent to Community Centre, Westloats Lane, Bognor Regis, PO21 5JZ) is expected to be determined by ADC's Planning Committee on 11th January 2023.
4. WSCC - News Release: Vulnerable road users and active travel at heart of new speed limit policy.
5. ADC - Arun District Council approved a Community Transport Plan now needs assistance to gather detailed information from across the district to help inform the plan.