



# 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](mailto: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 8<sup>th</sup> OCTOBER 2024**.

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 8<sup>th</sup> October from members of the public not able to attend the Meeting in person, will be read by the Chair during this adjournment.

**PLEASE NOTE START TIME**

**DATED this 30<sup>th</sup> day of SEPTEMBER 2024**

**CLERK TO THE COUNCIL**

## **AGENDA AND BUSINESS**

1. Welcome by Chair
2. Apologies for Absence and their approval, subject to meeting the agreed criteria
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 17<sup>th</sup> September 2024
  5. Adjournment for public question time and statements
  6. Clerk's report from previous Minutes
  7. To consider Planning Applications on Lists dated 13<sup>th</sup>, 20<sup>th</sup> and 27<sup>th</sup> September 2024
  8. To consider Premises Licence Applications including any variations and any other Licence Applications. Also, Premises Licence 120235: Ice Rink, Land at Car and Coach Parking, London Road, Bognor Regis
  9. To consider any Pavement Licence applications including Pavement Licence 120228: Costa Coffee, 33 London Road, Bognor Regis and Pavement Licence 120236: Cafe Central, 46A London Road, Bognor Regis
  10. To consider WSCC's proposals to make a permanent Traffic Regulation Order in Clarence Road, Bognor Regis, and agree any comments to be submitted in response to the consultation
  11. To receive details of WSCC's proposed transport improvements along the A259 between Bognor Regis and Chichester in preparedness to consider any response to the public consultation at the Committee Meeting to be held on 29<sup>th</sup> October
  12. 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 17<sup>th</sup> SEPTEMBER 2024**

**PRESENT:** Cllr. Mrs. J. Warr (Chair), Cllrs: J. Barrett, D. Dawes, S. Goodheart, B. Waterhouse, P. Woodall and Mrs. G. Yeates

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

*The Meeting opened at 4.02pm*

#### **73. 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.

#### **74. APOLOGIES FOR ABSENCE AND THEIR APPROVAL, SUBJECT TO MEETING THE AGREED CRITERIA**

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

#### **75. 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.

**76. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 27<sup>th</sup> AUGUST 2024**

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the meeting held on 27<sup>th</sup> August 2024 as an accurate record of the proceedings and the Chair signed them.

**77. 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.

**78. CLERK'S REPORT FROM PREVIOUS MINUTES**

There was nothing to report.

**79. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 23<sup>rd</sup>, 30<sup>th</sup> AUGUST AND 6<sup>th</sup> SEPTEMBER 2024**

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

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

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

**80. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO, VARIATION TO PREMISES LICENCE 120123: BUTLIN'S, UPPER BOGNOR ROAD, BOGNOR REGIS, PO21 1JJ**

**80.1 Licensing Act 2003**

**Premises: Butlin's Resort, Upper Bognor Road, Bognor Regis, PO21 1JJ**

**Licence Number: 120123**

The Committee noted the application for a Variation to a Premises Licence with proposed changes as follows: - reconfigure the layout of the theatre to remove existing screens and create new soft play area, and; vary back of house kitchen areas in Beachcomber Inn.

Members **RESOLVED** to raise **NO OBJECTION** to the Variation of a Premises Licence being granted for the reasons outlined in the application.

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

A Pavement Licence application (number: 120139) was received for Punch & Judy, High Street, with a consultation deadline of 16<sup>th</sup> September 2024. Committee Members were canvassed for their comments via an email sent on 6<sup>th</sup> September, with the intention to ratify any representation submitted at the next Committee Meeting. Unfortunately, an insufficient number of responses were received from Members and, therefore, no representation was submitted on behalf of the Town Council in response to the Pavement Licence application for Punch & Judy.

**82. TO FURTHER CONSIDER A REQUEST FROM THE TOWN FORCE MANAGER FOR CIL FUNDING TO COVER COSTS ASSOCIATED WITH GREEN INFRASTRUCTURE IMPROVEMENT WORKS IN BOGNOR REGIS, DEFERRED FROM THE PREVIOUS MEETING - MIN. 71 REFERS**

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

At the previous Committee Meeting, held on 27<sup>th</sup> August 2024, Members considered a request from the Town Force Manager for CIL funding to cover costs associated with green infrastructure improvement works in Bognor Regis, which would be in keeping with the criteria set by ADC as to how town and parish councils can spend CIL receipts. Currently the Town Council has CIL funding available to the value of £13,429.84, which must be spent within 5 years or returned to ADC as the CIL Charging Authority.

When considering the request at the meeting held on 27<sup>th</sup> August, and following discussion, Members resolved to defer consideration of the funding until such time that arrangements had been made for them to meet with the Town Force Manager and Senior Town Force Member to discuss the proposals further - Min. 71 refers.

The requested meeting took place on Wednesday 11<sup>th</sup> September at which Members took the opportunity to discuss the proposals further and ask questions of the Town Force team. Some alternative suggestions were also made by Members in relation to the lengths of timber used to border the displays with Officers asked to provide costings for these alternatives, to be presented at the Committee Meeting on 17<sup>th</sup> September.

Having considered the options of materials used for the display borders, Members unanimously **RESOLVED** to **AGREE** that £3,000 of CIL funding be awarded to Town Force to carry out the green infrastructure improvements proposed with the final decision on borders being left to the expertise of Town Force, based on what they felt was most appropriate.

### **83. CORRESPONDENCE**

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

*The Meeting closed at 4.36pm*

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE  
PLANNING AND LICENSING COMMITTEE HELD ON 17<sup>th</sup> SEPTEMBER 2024  
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 23<sup>rd</sup>, 30<sup>th</sup> AUGUST AND 6<sup>th</sup> SEPTEMBER 2024)**

*Please Note: there were no planning applications for Bognor Regis on List dated 23<sup>rd</sup> August 2024*

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

<p><a href="#">BR/67/24/PL</a> <a href="#">1 Flat, 1 Nelson Road</a> Bognor Regis PO21 2RY</p>	<p>Proposed front extension (remodeling of existing built front extension to accord with approved application BR/158/19/PL)</p>	<p><b>OBJECTION</b> Members continue to object to these proposals. There appear to have been no new plans submitted showing the dimensions of the proposed extension and it cannot, therefore, be demonstrated where the elevations sit in proximity to the boundary line. In only being able to go by the previous plans submitted, under application BR/66/24/PL, Members consider the extension to be in breach of the Arun Design Guide owing to its proximity with the boundary line, and feel that the proposal causes adverse harm by way of lost external amenity.</p>
<p><a href="#">BR/155/24/HH</a> <a href="#">156 Aldwick Road</a> Bognor Regis PO21 2YQ</p>	<p>Installation of air source heat pump</p>	<p><b>NO OBJECTION</b></p>
<p><a href="#">BR/157/24/CLE</a> <a href="#">March House</a> <a href="#">2 Sussex Street</a> Bognor Regis PO21 1SF</p>	<p>Lawful development certificate for the existing signage on the front and side elevations</p>	<p><b>NO OBJECTION</b></p>

<p><a href="#">BR/159/24/HH</a> <a href="#">2 Pendleton Place</a> Bognor Regis PO21 5GE</p>	<p>Installation of 1 No. air source heat pump to the side</p>	<p><b>NO OBJECTION</b> provided that the proposal does not reduce the amount of off street parking available, owing to the location of the proposed air source heat pump, contrary to ADC Parking Standards.</p>
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**PLANNING APPLICATIONS TO BE CONSIDERED AT THE MEETING OF THE  
 PLANNING AND LICENSING COMMITTEE TO BE HELD ON 8<sup>th</sup> OCTOBER 2024  
 (AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 13<sup>th</sup>, 20<sup>th</sup> AND 27<sup>th</sup> SEPTEMBER 2024)**

<p><a href="#"><u>BR/163/24/HH</u></a>  <a href="#"><u>31 Victoria Road</u></a>          Bognor Regis          PO21 2RP</p>	<p>Erection of a rear outbuilding.</p>	<p><i>COMMENT BY 10-OCT-24</i></p>
<p><a href="#"><u>BR/127/24/PL</u></a>  <a href="#"><u>Fraser Court</u></a>          High Street          Bognor Regis          PO21 1HG</p>	<p>Replace wooden balcony balustrades with metal balustrades.</p>	<p><i>COMMENT BY 17-OCT-24</i></p>
<p><a href="#"><u>BR/153/24/HH</u></a>  <a href="#"><u>4 Ivy Crescent</u></a>          Bognor Regis          PO22 8AB</p>	<p>Single storey front extension.</p>	<p><i>COMMENT BY 17-OCT-24</i></p>
<p><a href="#"><u>BR/170/24/HH</u></a>  <a href="#"><u>11 Chichester Road</u></a>          Bognor Regis          PO21 2XG</p>	<p>Conversion of loft to habitable use including installation of 4 No. front dormers and rear rooflights.</p>	<p><i>COMMENT BY 24-OCT-24</i></p>



## Licensing Act 2003 – Notice

Reference Number: 120235

**Miss Olivia Castle of: Ice Rink, Bognor Regis  
Land At Car and Coach Parking  
London Road  
Bognor Regis  
West Sussex**

has made an application for a Premises Licence under  
the Licensing Act 2003

Proposed licensable activities are as follows:

Supply of alcohol for consumption on and off the premises Monday to  
Sunday between the hours of 1000 and 2100

The application is open to representation from interested parties and  
responsible authorities between 26<sup>th</sup> September 2024 and 24<sup>th</sup>  
October 2024

All representations should be made in writing and sent to:  
Licensing Team, Environmental Health,  
Arun District Council, Arun Civic Centre, Maltravers Road,  
Littlehampton, West Sussex BN17 5LF

or emailed to [licensing@arun.gov.uk](mailto:licensing@arun.gov.uk)

Relevant representations will be shared in full with the applicant for  
consideration as well as being provided for consideration at a public  
hearing where necessary

It is an offence to knowingly or recklessly make a false statement in  
connection with an application and the maximum fine for this offence  
is unlimited.

**BOGNOR REGIS TOWN COUNCIL  
PLANNING AND LICENSING COMMITTEE MEETING  
8<sup>th</sup> OCTOBER 2024**

**AGENDA ITEM 9 - TO CONSIDER ANY PAVEMENT LICENCE APPLICATIONS INCLUDING PAVEMENT LICENCE 120228: COSTA COFFEE, 33 LONDON ROAD, BOGNOR REGIS AND PAVEMENT LICENCE: 120236: CAFÉ CENTRAL, 46A LONDON ROAD, BOGNOR REGIS**

**REPORT BY THE ASSISTANT CLERK**

**FOR DECISION**

**COSTA COFFEE, 33 LONDON ROAD, BOGNOR REGIS**

A Pavement Licence renewal application has been made to Arun District Council, under the Business and Planning Act 2020, by Costa Coffee, 33 London Road, Bognor Regis (Licence Application No. 120228). The application requests permission for 17 tables with 34 chairs, to be placed on the pavement directly outside the premises.

**DECISION**

Members are invited to consider and **AGREE** their response to Pavement Licence Application No. 120228 in relation to Costa Coffee, 33 London Road, Bognor Regis.

**CAFÉ CENTRAL, 46A LONDON ROAD, BOGNOR REGIS**

A Pavement Licence renewal application has been made to Arun District Council, under the Business and Planning Act 2020, by Café Central, 46A London Road, Bognor Regis (Licence Application No. 120236). The application requests permission for 6 tables with 20 chairs, to be placed on the pavement directly outside the premises.

**DECISION**

Members are invited to consider and **AGREE** their response to Pavement Licence Application No. 120236 in relation to Café Central, 46A London Road, Bognor Regis.

**BOGNOR REGIS TOWN COUNCIL  
PLANNING AND LICENSING COMMITTEE MEETING  
8<sup>th</sup> OCTOBER 2024**

**AGENDA ITEM 10 - TO CONSIDER WSCC'S PROPOSALS TO MAKE A PERMANENT TRAFFIC REGULATION ORDER IN CLARENCE ROAD, BOGNOR REGIS, AND AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE TO THE CONSULTATION**

**REPORT BY THE ASSISTANT CLERK**

**FOR DECISION**

West Sussex County Council proposes to make a permanent Traffic Regulation Order that will introduce a loading bay for any vehicle at any time on the western side of Clarence Road in Bognor Regis, mid-way between its junctions with The Esplanade and Belmont Street.

Below is a link to the TRO Team's consultation web page, containing plans showing the new restriction, the public notice, statement of reasons for proposing the Order, and the draft Order itself.

<https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/>

People without access to a computer who wish to view details of the scheme should telephone the West Sussex County Council Contact Centre on 01243 642105 to receive the documents by post.

Any comments or objections about the proposal must be received before 10<sup>th</sup> October 2024. These may be submitted via the response form on the website mentioned above, by e-mail to [tro.consultation@westsussex.gov.uk](mailto:tro.consultation@westsussex.gov.uk) or in writing to TRO Team, West Sussex County Council, The Grange, Tower Street, Chichester, PO19 1RH. For legal reasons, only correspondence including a full name and address will be considered. Please quote reference ARN9011-MM in all correspondence.

**DECISION**

Do Members **AGREE** to submit any comments in response to WSCC's proposal to make a permanent Traffic Regulation Order that will introduce a loading bay for any vehicle at any time on the western side of Clarence Road in Bognor Regis, mid-way between its junctions with The Esplanade and Belmont Street?

**BOGNOR REGIS TOWN COUNCIL  
PLANNING AND LICENSING COMMITTEE MEETING  
8<sup>th</sup> OCTOBER 2024**

**AGENDA ITEM 11 - TO RECEIVE DETAILS OF WSCC'S PROPOSED TRANSPORT IMPROVEMENTS ALONG THE A259 BETWEEN BOGNOR REGIS AND CHICHESTER IN PREPAREDNESS TO CONSIDER ANY RESPONSE TO THE PUBLIC CONSULTATION AT THE COMMITTEE MEETING TO BE HELD ON 29<sup>th</sup> OCTOBER**

**REPORT BY THE ASSISTANT CLERK**

**FOR DECISION**

West Sussex County Council is inviting residents to share their views on proposals for future transport improvements along the A259 between Bognor Regis and Chichester. The scheme forms part of the County Council's wider transport plan which includes making walking, cycling, and use of public transport more attractive options for local journeys.

With the A259 being a major route used by many to access work, school and other local services, the suggested upgrades will help improve the flow of traffic and encourage more trips by public transport, walking and cycling. This is part of WSCC's strategy that also includes improving the performance of the A27 and supporting the transition to electric vehicles.

The proposed improvements include a range of measures such as improving junctions, adding bus priority measures, enhancing bus stops, creating additional space for cycling and walking, and introducing new crossing points.

Feedback from residents is essential in helping WSCC to create a transport network that serves the needs of a growing community while also supporting the council's efforts towards a cleaner, greener future. WSCC want to hear about thoughts on the potential improvements for the A259 corridor, including the areas between the following locations:

- A259 / A27 Bognor Road junction
- A259 / Drayton Lane junction
- A259 / B2259 North Bersted Bypass junction
- A259 North Bersted Bypass / Rowan Way junction
- A259 Rowan Way / A29 Shripney Road junction
- A259/A29 Felpham Relief Road junction

Full details of the route and the proposals can be found on the [consultation page](#) and WSCC are encouraging residents, businesses and road users to take a look and tell them what they think about them by completing the online survey. They will use this feedback to help them develop potential designs and decide next steps for the scheme.

To help local residents engage with the proposals, the County Council has organised drop-in events where members of the public can view the plans and speak with members of the project team.

These events will take place at the following locations:

- **Bersted Park Community Centre**, Lakeland Avenue, Bognor Regis, PO21 5FF, Wednesday 16<sup>th</sup> October, 2pm to 6pm
- **North Mundham Village Hall**, Chichester, PO20 1LA, Monday 21<sup>st</sup> October, 3.30pm to 7.30pm
- 

The scheme is at an early stage of development and will depend on securing central Government grant funding, so it is likely to be several years before construction could begin.

All the details about the planned improvements and links to the online survey can be found at [yourvoice.westsussex.gov.uk/a259-chichester-bognorregis](https://yourvoice.westsussex.gov.uk/a259-chichester-bognorregis). Any comments must be submitted before 23:55 on Monday 11<sup>th</sup> November 2024.

Members are asked to familiarise themselves with the proposals, and to submit any questions to the Assistant Clerk, in readiness for the Committee Meeting to be held on 29<sup>th</sup> October, at which they will be asked to agree any comments to be submitted in response to the public consultation.

## **DECISION**

Members are asked to **NOTE** the details of WSCC's proposed transport improvements along the A259 between Bognor Regis and Chichester in preparedness to consider any response to the public consultation at the Committee Meeting to be held on 29<sup>th</sup> October 2024.

**BOGNOR REGIS TOWN COUNCIL  
PLANNING AND LICENSING COMMITTEE MEETING  
8<sup>th</sup> OCTOBER 2024**

**AGENDA ITEM 12 - CORRESPONDENCE**

**REPORT BY THE ASSISTANT CLERK**

**FOR INFORMATION**

1. CPRE - 70k housing targets forced on Sussex countryside.
2. WSCC - Public Notice that West Sussex County Council intends to make an Order under the Road Traffic Regulation Act 1984, the effect of which will be to temporarily close Public Footpath 3038 in Bognor Regis from its junction with Ivy Lane to its junction with Highcroft Avenue. The road closure is needed to allow the railway footbridge on the route to be replaced in safety. The Order will come into effect on 15 November 2024 and remain in force for 6 months, or until the works are completed, whichever is earlier. During the operative periods of this Order alternative routes are available via adjoining roads. Any queries about the effect of the Order on traffic using the highway should be directed to the West Sussex County Council Contact Centre, telephone number 01243 642105.
3. CPRE - New housing targets: is your area in line for a big hike?
4. ADC - Notification that Ford Parish Council has submitted to Arun District Council Local Planning Authority Area (LPAA), their Plan Modification Proposal under Part 5 of the Neighbourhood Planning (General) Regulations 2012.
5. WSCC - Highways, Transport and Planning - News and Updates, 19<sup>th</sup> September 2024.
6. WSCC - Public Notice that Oxford Street, at the rear of 68 Aldwick Road, Bognor Regis, will be temporarily closed to all traffic on 14<sup>th</sup> October 2024 for up to 5 days (it is estimated to be completed on 14<sup>th</sup> October 2024) and is required for the safety of the public and workforce while Southern Water undertakes repairing a defect. The restriction will be in place daytime only from 09:00 until 17:00. An alternative route will be signed on site but please visit <https://one.network/?tm=139663693> for more details. Access maintained for emergency services, residents and pedestrians. For information regarding this closure please contact Cappagh Browne on behalf of Southern Water on 03303 030368 who will be able to assist with the scope of these works.
7. WSCC - Public Notice that the use of (and parking on) Shripney Road, Bognor Regis, from junction with Rowan Way is temporarily prohibited from 21/10/24. The restriction will be in place off-peak only between 2000 – 0600. This closure is necessary to allow Balfour Beatty to undertake urgent carriageway patching repairs on behalf of WSCC. Emergency vehicle, Residential and Pedestrian access will be maintained at all times. The alternative route for traffic will be signed on site. This restriction will be effective for a maximum of 5 days from the start date given above. Any queries about the effect of the closure on traffic using the highway please contact West Sussex County Council on 01243 642105.

8. CPRE - Planning reform threat, our great day at Knepp, plus volunteer opportunities.