



BOGNOR REGIS TOWN COUNCIL

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

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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 at The Town Hall, Clarence Road, Bognor Regis at **6.30pm on TUESDAY 20th FEBRUARY 2018.**

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** to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their names and addresses and are encouraged to put questions in advance, in writing. Priority will be given to written questions. Questions should be restricted to the functions of this Committee.)

Refreshments will be available and any donations to the Mayor's Charity will be gratefully received.

DATED this 12th day of FEBRUARY 2018

CLERK TO THE COUNCIL

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve the Minutes of the Planning and Licensing Committee Meeting held on 30th January 2018
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. To consider Premises Licence Applications including any variations and any other Licence Applications
7. To consider Planning Applications on Lists dated 2nd, 9th and 16th February 2018

8. 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 2nd, 9th and 16th February 2018
9. Notification of any applications to be considered at the next ADC Development Control Committee Meeting
10. Correspondence

ALL MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND
MEMBERS ARE REMINDED THAT PLANS ARE AVAILABLE FOR
INSPECTION IN THE TOWN CLERK'S OFFICE

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 30th JANUARY 2018

PRESENT: Cllr. S. Reynolds (Vice-Chairman), Cllrs: Mrs. S. Daniells,
P. Dillon and P. Woodall

IN ATTENDANCE: Mrs. J. Davis (Civic & Office Manager)
2 members of the public (part of meeting)

The Meeting opened at 6.30pm

151. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

In the absence of the Chairman, the Vice-Chairman took the chair, welcomed those present, and went through the evacuation procedure in the event of a fire.

Apologies of absence were noted from Cllrs. K. Batley who was working, S. Goodheart who had another meeting, and Mrs. J. Warr who was on Annual Leave.

152. 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

153. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 9th JANUARY 2018

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 9th January 2018 as an accurate record of the proceedings and the Chairman signed them.

154. ADJOURNMENT FOR PUBLIC QUESTION TIME

The Chairman adjourned the meeting from 6.33pm to 6.38pm to allow a member of the public to talk about the Sir Richard Hotham Project appeal hearing to be held on 20th February 2018.

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

There were no matters arising.

156. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO PREMISES LICENCE 6766: MORRISONS, BEDFORD STREET, BOGNOR REGIS

The Civic & Office Manager's report was **NOTED**.

Members considered the only Premises Licence application, that being the Variation application to Premises Licence: 6766, by Morrisons, and **RESOLVED** to **OBJECT** to the application on the following grounds: - Prevention of crime and disorder; the prevention of public nuisance; and the protection of children from harm. Councillors have concerns over alcohol being available to purchase at such an early hour, especially due to where this store is situated in the Town Centre, out of sight and set back from the rest of the shopping precinct. Under the existing opening hours there are ongoing issues with street drinkers and anti-social behavior, in the public toilets nearby, the car park above and the stairwell. The Committee is concerned about children witnessing such activities and the increased pressure on police. The Town Council has been working

successfully with other organisations and the police to address the situation of street drinking in Bognor Regis and this application goes against this work.

157. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 12th, 19th and 26th JANUARY 2018

157.1 The Committee noted that there was an email from a Councillor regarding BR/311/17/PL and BR/14/18/PL.

157.2 The Committee noted that representations had been received by the Town Council from the public in respect of BR/10/18/PL. None had been received from neighbouring parishes in respect of these applications.

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

158. 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 12th, 19th and 26th JANUARY 2018

There were no significant planning applications that Members wished to raise on lists dated 12th, 19th and 26th January 2018.

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

There were none.

160. TO RECEIVE AND CONSIDER COMMENTING ON THE MAIN MODIFICATIONS TO THE ARUN LOCAL PLAN (2011-2031) - REFERRED FROM PREVIOUS MEETING (MIN. 150.1 REFERS)

The Civic & Office Manager's report was **NOTED**.

Members considered the proposed main modifications to the Arun Local Plan (2011-2031) and **RESOLVED** to make no additional comment to representations previously submitted to Arun District Council regarding the matter.

161. TO RECEIVE THE NOTES OF THE PRE-MEETING BRIEFING HELD ON 9th JANUARY 2018, AND TO CONSIDER ANY FURTHER ACTION

The notes of the pre-meeting briefing held on 9th January 2018 were **NOTED**. Members **RESOLVED** to take no further action.

162. CORRESPONDENCE

The Committee noted receipt of correspondence previously circulated.

Additional correspondence included: -

- 162.1** WSCC - Proposed Waiting Restrictions in Hook Lane, Bognor Regis. Any comments or objections to the scheme must be emailed to WSCC by 15th February 2018. Circulated to Planning and Licensing Committee.
- 162.2** WSCC - Notification of upcoming West Sussex Highway Works: 24th January-7th February 2018. Emailed to Committee and on Town Council Facebook.

The Meeting closed at 7.17pm

APPENDIX 1**PLANNING AND LICENSING COMMITTEE MEETING HELD ON 30th JANUARY 2018****REPRESENTATIONS ON LISTS DATED 12th, 19th and 26th JANUARY 2018**

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

BR/334/17/HH 42 Highland Avenue Bognor Regis	Single storey rear extension	NO OBJECTION
BR/338/17/HH 14 Pevensey Road Bognor Regis	Demolition & erection of single storey rear extension	NO OBJECTION
BR/341/17/PL St Josephs Essex House & Blackbird Cottage Albert Road, Walton Road, Walton Avenue, Bognor Regis, PO21 1NJ	Variation of condition 2 imposed under BR/348/16/PL relating to approved plans	NO OBJECTION
BR/311/17/PL Aldwick Rest Home 92-94 Aldwick Road Bognor Regis PO21 2PD	Internal and external alterations for creation of 16 No. flats for use as emergency housing	NO OBJECTION - although the Committee is hopeful that the application results in a standard similar to that of other HMO's
BR/4/18/HH 4 Hatherleigh Gardens Bognor Regis PO21 5HZ	Detached annexe	NO OBJECTION

<p>BR/14/18/PL Food on the Prom Kiosk The Promenade Bognor Regis</p>	<p>Relocation of existing snack and beverage kiosk on Bognor Regis Promenade</p>	<p>NO OBJECTION</p>
<p>BR/10/18/PL Unit 4, Blake House 71 High Street Bognor Regis PO21 1RZ</p>	<p>Change of use from shop (A1 Shop) to micro-pub (A4 Drinking Establishment). This application affects the character & appearance of The Steyne, Bognor Conservation Area</p>	<p>NO OBJECTION</p>
<p>BR/9/18/PL Oceans 13 High Street Bognor Regis PO21 1RJ</p>	<p>Change of use of pavement to front area to accommodate 3 No. removable tables with chairs & cafe barriers. This application may affect the setting of a listed building</p>	<p>NO OBJECTION</p>

BOGNOR REGIS TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE MEETING
20th FEBRUARY 2018

AGENDA ITEM 10 - CORRESPONDENCE

FOR INFORMATION

- 1.** Letter from Nick Gibb MP, in response to correspondence with the Town Council in relation to concerns about Southern Rail, including reply from Minister for rail, Jo Johnson MP. Emailed to Committee Members, and Cllr. Gardiner.
- 2.** Communities and Local Government Committee - New inquiry into planning guidance on fracking, to include whether applications for fracking should be determined by the national planning regime rather than at local level. Emailed to Committee.
- 3.** Notification of upcoming West Sussex Highway Works: 31st January-14th February, and 7th-21st February 2018. Emailed to Committee and on Town Council Facebook page.
- 4.** Arun District Council - details of 'Planning for Town & Parish Councillors' briefing session being proposed for 3rd May 2018. Emailed to Councillors.
- 5.** Sussex Heritage Trust - Awards 2018.