



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 at The Town Hall, Clarence Road, Bognor Regis at **6.30pm on TUESDAY 24th APRIL 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 17th day of APRIL 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

Members and Officers are invited to make any declarations of Pecuniary 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.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a Pecuniary 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 Pecuniary 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 3rd April 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. Also Premises Licence 16265: Dog & Duck (Micro Pub), Unit 4, 71 High Street, Bognor Regis
 7. To receive Notice of Actions Following Receipt of Notice of Hearing (LAR1) from ADC in relation to a review of the licence for premises located at 41/43 High Street, Bognor Regis, PO21 1RX
 8. To consider Planning Applications on Lists dated 6th, 13th and 20th April 2018
 9. 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 6th, 13th and 20th April 2018. Also WSCC/020/18/FP: Felpham Community College, Felpham Way, Felpham, Bognor Regis, West Sussex, PO22 8EL - New three storey building, extension of existing science lab building, addition of first floor to changing rooms, provision of additional hard play areas and car parking, new bike storage, and four-class temporary accommodation for duration of build, to allow expansion of school from 8 to 10 forms of entry
 10. Notification of any applications to be considered at the next ADC Development Control Committee Meeting
 11. Consideration of draft Order for proposed stopping up of highway at Upper Bognor Road to Felpham Way, Bognor Regis, PO22 7BP
 12. 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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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 3rd APRIL 2018

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

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

The Meeting opened at 6.33pm

184. 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 had a prior engagement.

185. 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

186. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 13th MARCH 2018

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 13th March 2018 as an accurate record of the proceedings and the Chairman signed them.

187. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

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

There were no matters arising.

189. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO PREMISES LICENCE 16236: THE MEZZE, 3 THE ARCADE, HIGH STREET, BOGNOR REGIS

Licensing Act 2003

Premises: The Mezza, 3 The Arcade, High Street, Bognor Regis

Licence Number: 16236

The Committee noted the Licence application received for the supply of alcohol consumption on the premises Sunday to Thursday from 11:00 until 23:00 hours, Friday to Saturday from 11:00 until 00:00 hours. A question was asked regarding the shutters installed at either end of The Arcade in relation to the proposed hours of business for the premises.

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

The Civic & Office Manager advised Committee Members that it had come to her attention, whilst reviewing ADC's website, that Arun District Council had received an application for a Premises Licence Review, under Section 51 of the Licensing Act 2003, as follows;

Licensing Act 2003

Premises: TAO – Sladebars Ltd, 41/43 High Street, Bognor Regis

Reference Number: 14603

The grounds of the review are that the Licensing Objectives of: - The Prevention of Crime & Disorder; Public Safety have been seriously undermined.

Members expressed their disappointment at not being advised of this review at the time by Arun District Council and felt that the review was a major matter that they should have been made aware of by ADC out of courtesy. The Civic & Office Manager informed Members that an email had been sent to the Licensing Department at ADC asking if it would possible to advise the Town Council of this in future.

Following discussion, Members felt that without further details into the cause of the review it was not possible to make any comment at this time. It was **AGREED** that the Civic & Office Manager would contact the Licensing Team at ADC and report back to the Committee in due course.

190. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 16th, 23rd and 30th MARCH 2018

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

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

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

191. 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 16th, 23rd and 30th MARCH 2018. ALSO:

P/134/16/OUT: Land North of Sefter Road & 80 Rose Green Road, Pagham - Outline application for the development of up to 280 dwellings (including affordable homes), land for a replacement scout hut, land for an Ambulance Community Response Post Facility and land for either a 1FE primary school or care home. Provision of a primary vehicular access from Sefter Road and demolition of No. 80 Rose Green Road and creation of a pedestrian and emergency only access. Provision of Public Open Spaces including associated children's play areas, landscaping, drainage and earthworks - Departure from the Development Plan. This application also falls within the parish of Aldwick

Following a lengthy debate Members **RESOLVED** to **OBJECT** to Planning Application P/134/16/OUT on the grounds that it will impact significantly on

the infrastructure of Bognor Regis and exacerbate problems regarding the weight of traffic. The Town Council continues to support Pagham Parish Council in their objection to this planning application.

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

There were none.

193. CORRESPONDENCE

The Committee noted receipt of correspondence previously circulated.

The Meeting closed at 7.31pm

APPENDIX 1**PLANNING AND LICENSING COMMITTEE MEETING HELD ON 3rd APRIL 2018****REPRESENTATIONS ON LISTS DATED 16th, 23rd and 30th MARCH 2018**

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

BR/42/18/PL 86 Annandale Avenue Bognor Regis PO21 2EX	2 No. 2 bedroom flats, one on first floor & one on second floor over existing single storey flat	NO OBJECTION although Members expressed a desire that as many trees as possible be preserved on the site
BR/64/18/HH 14 Brooksmead Bognor Regis PO22 8AS	Single storey rear flat roof extension	NO OBJECTION
BR/67/18/HH 111 Highcroft Crescent Bognor Regis PO22 8DT	Rear & side single storey extension	NO OBJECTION
BR/69/18/HH 30 Mansfield Road Bognor Regis PO22 9EY	New roof with first floor accommodation, dormer to side elevation, porch to side elevation & single storey rear extension (revision to previously approved BR/305/17/HH)	NO OBJECTION

BR/62/18/HH 58 Hillsboro Road Bognor Regis PO21 2DY	Demolition of existing rear extension & construction of single storey rear extension	NO OBJECTION
BR/65/18/PL The Claremont Scott Street Bognor Regis PO21 1UH	First floor extension. This application affects the character & appearance of The Steyne, Bognor Conservation Area	NO OBJECTION
BR/63/18/PL 77 Aldwick Road Bognor Regis PO21 2NW	First & second floor rear extension to create 3 No. studio apartments	NO OBJECTION
BR/71/18/HH 168 Aldwick Road Bognor Regis PO21 2YQ	Single & two storey side extension	NO OBJECTION



**Licensing Act 2003 –
Notice**

Reference Number: 16265

JULIA BRIDGET BOYLE
DOG & DUCK
UNIT 4
71 HIGH STREET
BOGNOR REGIS PO21 1RZ

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 Thursday 11:30 to 21:30 hours

Friday and Saturday 11:30 to 22:00 hours

Sunday 12:00 to 18:30 hours

The application is open to representation from interested parties and
responsible authorities between **18/04/18** and **15/05/18**

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 email 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.

A public register of all Licensing Act 2003 permissions and applications is held by
Arun District Council, Arun Civic Centre, Littlehampton, West Sussex BN17 5LF,
The public register is also available on www.arun.gov.uk/online-public-register

5 April 2018

Dear Sir/Madam

THE TOWN AND COUNTRY PLANNING ACT 1990
THE TOWN AND COUNTRY PLANNING GENERAL REGULATIONS 1992
APPLICATION MADE UNDER REGULATION 3

Application Number: WSCC/020/18/FP
Location: Felpham Community College, Felpham Way, Felpham, Bognor Regis, West Sussex, PO22 8EL
Proposal: New three storey building, extension of existing science lab building, addition of first floor to changing rooms, provision of additional hard play areas and car parking, new bike storage, and four-class temporary accommodation for duration of build, to allow expansion of school from 8 to 10 forms of entry
Applicant: Director of Economy, Planning and Place
Grid Reference: 494800 100150
To be determined by: 5 July 2018

Please click the following link to view this planning application online.
www.westsussex.gov.uk/planning

Should you wish to comment, please do so by **26 April 2018** with your observations. If I have not heard from you by this date I shall assume that you have no comments to make.

If your observations are likely to be delayed beyond the date given or you do not intend to respond, please inform me as soon as possible when I will receive them.

Your comments will be made available for public view on our website.

Should you have any queries, please do not hesitate to contact me.

Please send all comments to: planning.applications@westsussex.gov.uk

Yours faithfully

Chris Bartlett
County Planning

**BOGNOR REGIS TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE MEETING - 24th APRIL 2018**

AGENDA ITEM 11 - CONSIDERATION OF DRAFT ORDER FOR PROPOSED STOPPING UP OF HIGHWAY AT UPPER BOGNOR ROAD TO FELPHAM WAY, BOGNOR REGIS, PO22 7BP

REPORT BY CIVIC & OFFICE MANAGER

FOR DECISION

Please find attached a copy of a draft Order proposed under the provisions of the Town and Country Planning Act 1990 - Section 247, for a proposed stopping up of Highway at Upper Bognor Road to Felpham Way, Bognor Regis, PO22 7BP (OS Grid Reference: E:494387, N:099501). If made, the Order would authorise the stopping up only to enable development as permitted by Arun District Council (ADC), under reference BR/54/16/PL (University of Chichester, Upper Bognor Road, Bognor Regis, PO21 1HR).

The term '**stopping up**' means that once such an **order** is made, the highway land will cease to be a highway, road or footpath. ... The phrase 'public highway' can include roads, streets, footpaths, some public car parks, grass verges and footways. Not all roads, streets or footpaths are public highways.

Planning Application BR/54/16/PL was considered at the Planning and Licensing Committee Meeting, held on 15th March 2016, and Members agreed to submit the following representation to ADC;

OBJECTION Although Members support the development of the site they wish to object to the design due to the impact the unsympathetic and austere design will have on its setting, adjacent to both listed buildings and a Conservation Area. It is felt that the design does not comply with Policy 8a (Design Excellence) of the Neighbourhood Development Plan which states that 'Development proposals that fail to take the opportunities available for enhancing the local character and quality of the area and the way it functions will not be supported. A central part of achieving excellence in design is responding to and integrating with local surroundings landscape and context as well as the build environment through: using good quality materials that complement the existing palette of materials used within the area'. Justification of this Policy states that 'This policy aims to ensure that investments in key new buildings and spaces of our town will contribute to planning, designing and delivering attractive and lasting buildings and spaces that demonstrate a design approach relating strongly to Bognor Regis's identity'. This design also fails Policy 1 'Delivery of the Vision' of the Neighbourhood Development Plan which states that 'Major Developments should demonstrate how proposed changes will support the delivery of relevant Neighbourhood Development Plan Objectives and our vision for Bognor Regis'.

Members will be aware that Planning Application BR/56/16/PL was approved conditionally by Arun District Council and construction of the University of Chichester's Engineering & Digital Technology Park is well on its way to completion.

DECISION REQUIRED BY MEMBERS

Members are asked to consider whether they wish to respond to the proposed Order for a proposed stopping up of Highway at Upper Bognor Road to Felpham Way, Bognor Regis, PO22 7BP, and if so how they wish to respond.

PUBLIC NOTICE

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

The Secretary of State gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of an irregular shaped western part width of Felpham Way comprising highway verge which lies to the east of the University of Chichester, Bognor Regis Campus including a northern part width of Upper Bognor Road at Bognor Regis, in the District of Arun.

If made, the Order would authorise the stopping up only to enable development as permitted by Arun District Council, under reference BR/54/16/PL.

Copies of the draft Order and relevant plan will be available for inspection during normal opening hours at Bognor Regis Town Hall, Clarence Road, Bognor Regis PO21 1LD in the 28 days commencing on 26 April 2018, and may be obtained, free of charge, from the address stated below (quoting NATTRAN/SE/S247/3235).

Any person may object to the making of the proposed order by stating their reasons in writing to the Secretary of State at nationalcasework@dft.gsi.gov.uk or National Transport Casework Team, Tyneside House, Skinnerburn Road, Newcastle upon Tyne NE4 7AR, quoting the above reference. Objections should be received by midnight on **24 May 2018**. Any person submitting any correspondence is advised that your personal data and correspondence will be passed to the applicant/agent to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your correspondence.



G Patrick, Casework Manager

TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAY (SOUTH EAST) (NO.) ORDER 201

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990 ("the Act").

1. The Secretary of State authorises the stopping up of the highway described in the Schedule to this Order and shown on the plan, in order to enable development to be carried out in accordance with the planning permission granted under Part III of the Act by Arun District Council under reference BR/54/16/PL.

2. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.

3. In this Order

"the plan"

means the plan numbered NATTRAN/SE/S247/3235, marked "Highway at Bognor Regis in the District of Arun", signed by authority of the Secretary of State and deposited at the Department for Transport, Deposit Document Service, F Floor, Ashdown House, St Leonards-on-Sea, Hastings, East Sussex TN37 7GA.

4. This Order shall come into force on the date on which notice that it has been made is first published in accordance with section 252(10) of the Act, and may be cited as the Stopping Up of Highway (South East) (No.) Order 201 .

Signed by authority of
the Secretary of State
201

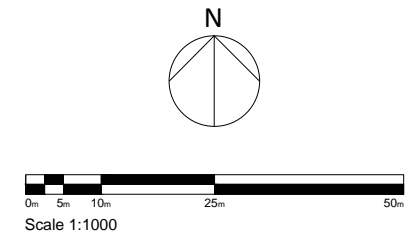
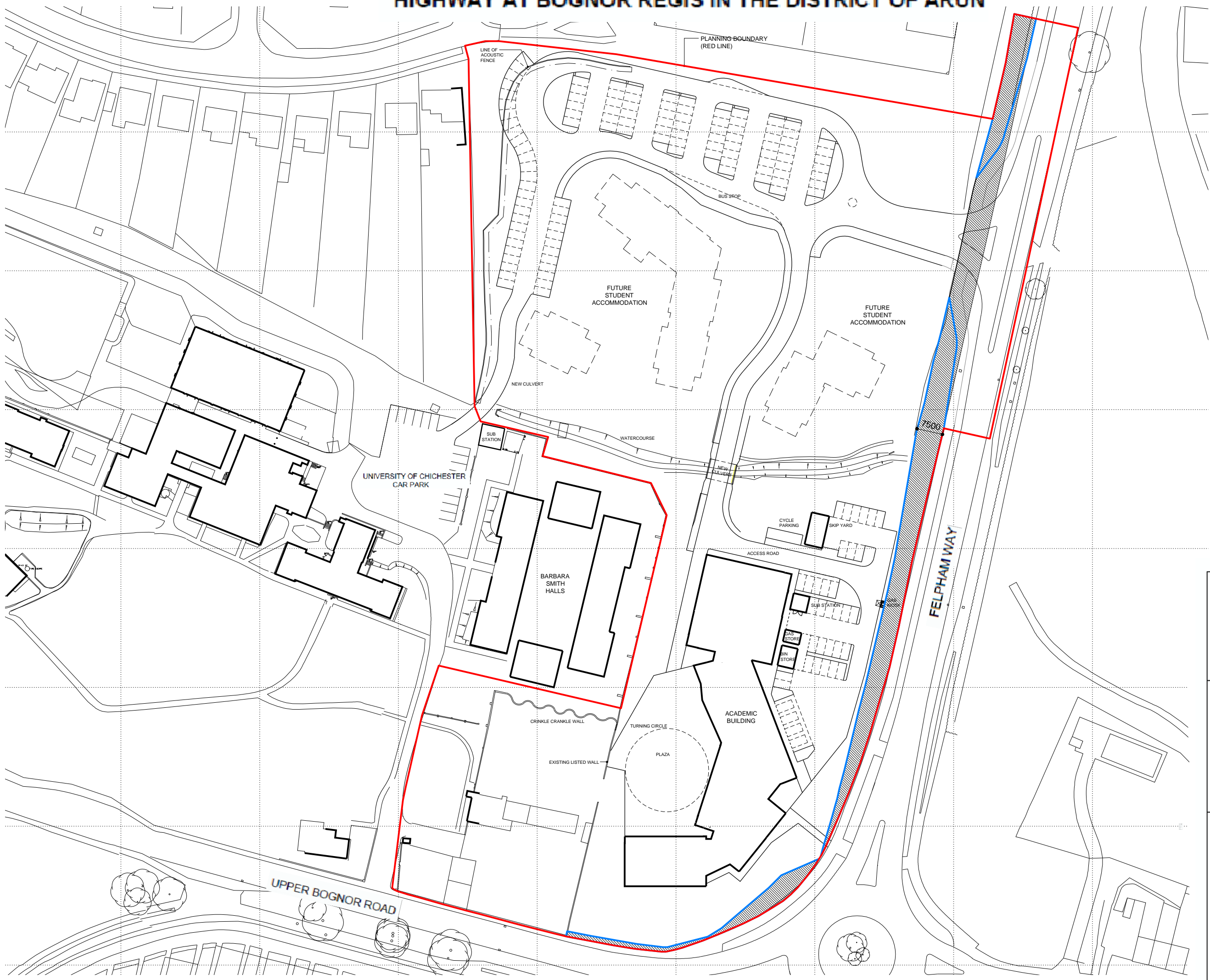
DAVE CANDLISH
An Official in the
National Transport Casework Team
Department for Transport

THE SCHEDULE


Description of highway to be stopped up

The highway to be stopped up is at Bognor Regis in the District of Arun, shown on the plan as an irregular shaped western part width of Felpham Way comprising highway verge which lies to the east of the University of Chichester, Bognor Regis Campus including a northern part width of Upper Bognor Road. It commences 177 metres north east of the north eastern corner of Barbara Smith Halls and extends southwards along Felpham Way and then westwards along Upper Bognor Road for a maximum distance of 330 metres with a maximum width of 7.5 metres.

HIGHWAY AT BOGNOR REGIS IN THE DISTRICT OF ARUN



Key **Scale** 1:1000 at A3

Highway to be stopped up 

National Transport Casework Team

Department for Transport

Plan No:
NATTRAN/SE/S247/3235

Signed by Authority of the Secretary of State

on.....

Signature.....

DAVE CANDLISH
An Official in the
National Transport Casework Team
Department for Transport

BOGNOR REGIS TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE MEETING 24th APRIL 2018

AGENDA ITEM 12 - CORRESPONDENCE

FOR INFORMATION

- 1. ADC - Notification that following on from the consultation on the Main Modifications to the Arun Local Plan (2011-2031), information had been received from the Local Plan Inspector to advise that his final report was now anticipated in July 2018. ADC will be having a meeting with all Parish/Town Councils in due course to discuss housing numbers, the Non-strategic site Development Plan Document (DPD) and the Neighbourhood Development Plan (NDP) review timetable.**
2. WSCC - Planned Roadworks in West Sussex - forwarded to Committee and those affecting Bognor Regis posted on Facebook
3. WSCC - Early Warning Notice TTRO - Lidsey Road Woodgate - Proposed start 17th September 2018.
4. CPRE - Campaigns Update, 10th April 2018.
5. WSCC - Public Notice TTRO - Aldwick Road, Bognor Regis - Proposed start 24th August 2018.
6. WSCC – Public Notice TTRO – Aldwick Road, Bognor Regis – 28th April 2018 to 30th April 2018
7. WSCC - Planned Roadworks in West Sussex 11-25th April - forwarded to Committee and those affecting Bognor Regis posted on Facebook