



BOGNOR REGIS TOWN COUNCIL

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

Bognor Regis, West Sussex PO21 1LD

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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 14th MAY 2019.

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 7th day of MAY 2019

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
2. **Chairman's Announcements and Apologies for Absence**
3. **Declarations of Interest**
Members and Officers are invited to make any declarations of Disclosable Pecuniary 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 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, 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 23rd April 2019
 5. Adjournment for public question time and statements
 6. Clerk's report from previous Minutes
 7. To consider Terms of Reference including updates and amendments if required
 8. To consider Premises Licence Applications including any variations and any other Licence Applications
 9. To consider Planning Applications on Lists dated 19th, 26th April and 3rd May 2019
 10. 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 19th, 26th April and 3rd May 2019
 11. Notification of any applications to be considered at the next ADC Development Control Committee Meeting
 12. To note an invitation for Committee Members to participate in the review of Arun District Council's Supplementary Planning Document
 13. To note an invitation from Bersted Parish Council to attend SSALC Planning Training, on 8th August 2019 at 7pm, and to consider any attendees
 14. 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 23rd APRIL 2019

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

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

The Meeting opened at 6.30pm

242. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present and went through the evacuation procedure in the event of a fire. The Civic & Office Manager gave apologies for Cllr. Cosgrove, due to family commitments. No apologies for absence had been received from Cllr. Stanley. The following statement was then read:

"Members are invited to note that no apologies have been received from Cllr. Enticott. At the Full Council Meeting held on 11th March 2019, having received recommendations from an Assessment Panel Hearing into complaints made against Cllr. Enticott, Members resolved to suspend Cllr. Enticott from all Committees and Sub-Committees of the Council for the remainder of the term of this Administration. This will be reviewed again at the Annual Town Council Meeting."

243. 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 make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable 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 Disclosable 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

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 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.

Cllrs. Dillon and Mrs. Daniells stated that, as Members of Arun District Council, 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

Cllr. Dillon also declared an Ordinary Interest in Agenda item 8, having himself submitted an objection to the planning application as a resident of Paghham. Cllr. Dillon confirmed stated that he would abstain from any vote regarding this matter

244. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 2nd APRIL 2019

The Committee RESOLVED to agree and approve the Minutes of the Meeting held on 2nd April 2019 as an accurate record of the proceedings and the Chairman signed them.

245. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

Meeting adjourned at 6.35pm

A number of members of the public spoke of their concerns regarding planning application BR/89/19/PL and the potential risks to health, resulting from the effects caused by 5G masts. Mention was made of the many comments recently made on social media about this planning

application and the controversy surrounding 5G technology and possible damage to health. It was acknowledged by those members of the public addressing the Committee that the possible effects on health of 5G had not been proven, but neither had they been disproven and, therefore, more research needed to be conducted before 5G was rolled-out.

A member of the public handed a scientific '5G safety' report to the Chairman and it was agreed that the Town Council would pass this on to the Chairman of Arun District Council's Development Control Committee for reference.

The submission of planning application P/30/19/OUT was called into question, by a member of the public, given that the applicant has an identical planning application currently under judicial review.

Meeting reconvened at 6.42pm

246. CLERK'S REPORT FROM PREVIOUS MINUTES

There was nothing to report.

247. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO PREMISES LICENCE 111899: BOGNOR REGIS BOWLS CLUB, PAVILION/CLUBHOUSE, WATERLOO SQUARE, BOGNOR REGIS, PO21 1TE

Licensing Act 2003

Premises: Bognor Regis Bowls Club, Pavilion/Clubhouse, Waterloo Square, Bognor Regis, PO21 1TE

Licence Number: 111899

The Committee noted the Licence application received for a Club Premises Certificate for the supply of alcohol between the hours of 10:00 and 19:00 Monday to Friday, and until 23:00 hours Saturday and Sundays. Four times a year, until 23:00 hours on weekdays. Christmas and New Years Eve, until midnight. Recorded Music on Christmas and New Years Eve, 23:00 until midnight.

Members RESOLVED to raise NO OBJECTION to the Premises Licence being granted, subject to the satisfaction of the Licensing Authorities.

248. It was RESOLVED to vary the order of business to take the additional agenda item next.

249. TO CONSIDER PREMISES LICENCE APPLICATION 111997: ALDWICK CRICKET CLUB, BROOKS LANE, BOGNOR REGIS, PO22 8PG

Licensing Act 2003

Premises: Aldwick Cricket Club, Brooks Lane, Bognor Regis, PO22 8PG

Licence Number: 111997

The Committee noted the Licence application received for a Club Premises Certificate for the supply of alcohol.

Members RESOLVED to raise NO OBJECTION to the Premises Licence being granted, subject to the satisfaction of the Licensing Authorities.

250. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 29th MARCH, 5th and 12th APRIL 2019

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

250.2 The Committee noted that representations had been received from the public in respect of planning applications BR/89/19/PL, BR/75/19/CLE, BR/76/19/PL, BR/63/19/PL, BR/85/19/HH and BR/302/18/PL. No representations had been received from neighbouring parishes, in respect of these applications.

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

250.4 When considering planning application BR/87/19/PL, Cllr. Mrs. Warr abstained from voting. Members, having agreed to raise no objection to the planning application, instructed that a letter be sent to ADC requesting that the Town Council be involved with the consultation process for any proposed outlets on the various sites along Bognor Regis Promenade.

251. 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 29th MARCH, 5th AND 12th APRIL 2019. ALSO:

P/30/19/OUT: Land north of Hook Lane, Pagham - Outline application with some matters reserved for the construction of up to 300 No. new homes, a care home of up to 80 beds, D1 uses of up to 4,000 sqm including a 2 form entry primary school, the formation of new means of access onto Hook Lane & Pagham Road, new pedestrian & cycle links, laying out of open space, new strategic landscaping, habitat creation, drainage features &

associated ground works & infrastructure. This application may affect the setting of a listed building (resubmission following P/6/17/OUT)

The Civic & Office Manager's report was noted.

Following a lengthy debate Members RESOLVED to OBJECT to Planning Application P/30/19/OUT on the grounds that it will impact significantly on the infrastructure of Bognor Regis and exacerbate problems regarding the weight of traffic. Furthermore, with similar planning applications for Pagham sites having recently been approved totalling 745 dwellings, Members felt that to approve a further 300 dwellings would be over-development of the area. Cllr. Dillon abstained from voting.

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

There were none.

253. CONSIDERATION OF DRAFT ORDER FOR PROPOSED STOPPING UP OF HIGHWAYS AT 224 LONDON ROAD, BOGNOR REGIS, PO21 1AU

The Civic & Office Manager's report was noted.

Cllr. Goodheart declared an Ordinary Interest as a resident of London Road and a member of Bognor Community Gardeners

Having looked at the site plan, there was some dispute about the fourth area to the north-west of the boundary line where it would appear that the highway to be stopped up encroaches onto the southern end of the grassed area. It is believed that the grassed area, once a neglected greenspace, has been cultivated by members of the community for more than 20 years. Community groups tending to this land have also received support from the Town and District Council with trees, for example, being donated and planted during National Tree Week as recently as November 2017.

Members RESOLVED to OBJECT to the proposed stopping up of highway at 224 London Road, Bognor Regis, and instructed that a letter be sent to the Secretary of State explaining the reason for the objection with evidence of community cultivation included with the correspondence.

254. TO NOTE THE RESPONSE FROM THE RT HON JAMES BROKENSHIRE MP REGARDING 2-4 WATERLOO SQUARE, BOGNOR REGIS, AND AGREE ANY FURTHER ACTION - MIN. 210 REFERS

The Civic & Office Manager's report was noted.

Having considered the advice given in the response received, Members RESOLVED to AGREE to begin the process of submitting a formal complaint to Arun District Council into the handling of planning application BR/191/18/PL regarding 2-4 Waterloo Square, Bognor Regis. Cllrs. Mrs. Daniells and Dillon abstained from voting.

255. CORRESPONDENCE

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

Additional correspondence included: -

- 255.1 WSCC - Notification that planning permission has been granted in respect of application number WSCC/024/19: Nyewood C of E Junior School, Brent Road, Bognor Regis, PO21 5NW
- 255.2 WSCC - Latest Planned Roadworks Report, 17th April-6th May 2019. Circulated to Councillors and shared on social media

The Meeting closed at 8.33pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 23rd APRIL 2019
REPRESENTATIONS ON LISTS DATED 29th MARCH, 5th AND 12th APRIL 2019

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

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| <p>BR/89/19/PL Fitzleet House Telecommunications Cabin Queensway Bognor Regis PO21 1QS</p> | <p>Replacement of 6 No. antennas on building roof-top with 1 No. 10m high stub-tower supporting radio apparatus & ancillary works. This application may affect the character & appearance of The Steyne, Bognor Regis Conservation Area</p> | <p>OBJECTION Members unanimously agreed to object to planning application BR/89/19/PL on the grounds of the visual impact that would affect the character and appearance of The Steyne, Bognor Regis Conservation Area, and being in opposition to Policy HER DM3(f) of the Arun Local Plan.</p> <p>Furthermore, Members objected on the grounds of noise, nuisance and disturbance from the scheme including concerns for structural safety during high winds.</p> <p>Members were also mindful of concerns for public health resulting from possible effects of 5G.</p> |
| <p>BR/76/19/PL Alloways 33 Shelley Road Bognor Regis PO21 2SN</p> | <p>Conversion of existing house into 2 No. 3 bed semi-detached properties</p> | <p>NO OBJECTION</p> |
| <p>BR/63/19/PL 15-17 Kew Gardens Bognor Regis PO21 5RD</p> | <p>Demolition of existing building and erection of 6 No. three bedroom dwellings with associated accesses and car parking</p> | <p>NO OBJECTION</p> |

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| BR/85/19/HH 31 Devonshire Road Bognor Regis PO21 2SY | New 1st floor extension over rear projection | NO OBJECTION |
| BR/302/18/PL 71 Hawthorn Road Bognor Regis PO21 2BS | 1 x 2 bedroom flat and 2 x 1 bedroom flat to the east elevation | NO OBJECTION |
| BR/87/19/PL Various sites along Bognor Regis Promenade BN17 5LF | Change of use of parts of seafront for temporary food & drink outlets & other seaside uses together with associated temporary/portable structures & equipment for use by businesses associated with those outlets | <p>NO OBJECTION Members agreed to make no objection to planning application BR/87/19/PL provided that all proposals comply with Policy 7 of the Bognor Regis Neighbourhood Plan.</p> <p>In particular, promenade cafés, eateries, retail and information outlets should be relevant to the beach and seafront experience, visitor's needs, and be focused around the five specific Beach Service Points/Hubs as indicated on the key priorities map within the Neighbourhood Plan.</p> <p>Any development proposal on the seafront at these service points will be expected to maintain the visual integrity of the key views and vista defined in the Bognor Characterisation Study 2014 from the town out to the sea and along the seafront.</p> <p>Any alterations and additions to the seafront will need to assess potential impact on the Bognor Reef SSSI and take any measures necessary to remove any adverse effects on the reef.</p> |

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| BR/77/19/PL Durban Road Business Centre Unit 8 Durban Road Bognor Regis PO22 9FE | Change the use from an industrial unit (B1 Business) to a fitness gym (D2 Assembly or Leisure) | NO OBJECTION |
| BR/81/19/A 31 London Road Bognor Regis PO21 1PQ | 1No. internally illuminated fascia sign & 1no. illuminated projecting sign | NO OBJECTION |
| BR/98/19/HH 8 Waverley Road Bognor Regis PO21 5NB | Erection of flat roof dormer to the east elevation of chalet bungalow | NO OBJECTION |
| BR/94/19/T Mead Lane Car Park University of Chichester Bognor Regis | Remove lowest south easterly limb to 1 No. Holm Oak tree | NO OBJECTION subject to the approval of the ADC Arboriculturist. It is recommended, if approved, that no work should be carried out if any birds or bats are nesting. |
| BR/97/19/TC The Shrubbery Flat 1 41 Upper Bognor Road Bognor Regis PO21 1HJ | Fell 1 No. Lime tree and re pollard to previous pollard points by 5-7 metres 2 No. Lime trees within Bognor Road and Mead Lane Conservation area | NO OBJECTION subject to the approval of the ADC Arboriculturist. It is recommended, if approved, that no work should be carried out if any birds or bats are nesting. |
| BR/66/19/HH 25 Mons Avenue Bognor Regis PO21 5JN | Two storey side extension and conversion of existing conservatory into pitch roof extension including installation of vehicular crossover to front | NO OBJECTION |

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| <p>BR/75/19/CLE Berkeley Court Flat 48 The Esplanade Bognor Regis PO21 1LX</p> | <p>Lawful development certificate for the existing change of kitchen to bedroom with kitchen area relocated into existing lounge</p> | <p>NO COMMENT Members agreed that it was for the planning authority to determine whether this specific matter was lawful.</p> |
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BOGNOR REGIS TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE MEETING -
14th MAY 2019

AGENDA ITEM 14 - CORRESPONDENCE

FOR INFORMATION

1. Campaign to Protect Rural England (CPRE) Campaigns - #CleanPlanet
2. West Sussex County Council - Latest Planned Roadworks Report, 24th April - 23rd May, 1st May - 31st May 2019, and 8th May - 7th June 2019. Shared on social media and circulated to Committee
3. SGN - Notification of major gas works in Bedford Street, Bognor Regis from 13th May - 23rd May 2019. Shared on social media and circulated to all Councillors
4. West Sussex County Council - Public Notice: Temporary Traffic Regulation - the use of (and parking on) Richmond Avenue, Bognor Regis from junction with Westingway to the junction with Aldwick Road is temporarily prohibited from 20/05/19 at 08:00 until 20/05/19 at 18:00. This closure is necessary to allow Balfour Beatty to undertake carriageway patching. Shared on social media