



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 29th OCTOBER 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 21st day of OCTOBER 2019

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 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
3. To approve the Minutes of the Planning and Licensing Committee Meeting held on 8th October 2019
 4. Adjournment for public question time and statements
 5. Clerk's Report from previous Minutes
 6. To consider Planning Applications on Lists dated 4th, 11th and 18th October 2019
 7. 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 4th, 11th and 18th October 2019
 8. Notification of any applications to be considered at the next ADC Development Control Committee Meeting
 9. To consider Premises Licence Applications, including any variations and any other Licence Applications
 10. To receive a report from the recent JWAAC Highways & Transport Sub-Group Meeting held 22nd October 2019 and agree any actions
 11. To receive a report about Tree Protection Orders
 12. To note responses received following investigation into local opinion on potential changes to current Traffic Regulation Order in Durban Road and to agree the next steps (Min. 65 of 6th August 2019 refers)
 13. To resolve to suspend Standing Orders (S.O. 16.1) to consider revisiting the previous decision, or making further comment, following amendments submitted by the applicant, regarding Planning Application BR/120/19/PL - The Bandstand, The Promenade, Bognor Regis (Min. 23.3 of 4th June 2019 refers)
 14. To receive an update regarding Planning Application BR/120/19/PL - The Bandstand, The Promenade, Bognor Regis (Min. 23.3 of 4th June 2019 refers)
 15. 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. PLEASE CONTACT DURING OFFICE
HOURS TO ENSURE THAT THE LIFT IS IN OPERATION



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
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E-mail: bognortc@bognorregis.gov.uk

MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 8th OCTOBER 2019

PRESENT: Cllr. S. Goodheart (Chairman), Cllrs: J. Barrett,
Ms. A. Sharples and Mrs. J. Warr

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

The Meeting opened at 6.30pm

103. 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 for absence had been received from Cllr. Erskine due to family commitments, Cllr. Mrs. Daniells who was attending a conference, and Cllr. Smith due to having other commitments.

104. 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.

There were no declarations of Interest

105. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 17th SEPTEMBER 2019

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 17th September 2019 as an accurate record of the proceedings and the Chairman signed them.

106. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public present.

107. CLERK'S REPORT FROM PREVIOUS MINUTES

There was nothing to report.

108. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 13th, 20th AND 27th SEPTEMBER 2019

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

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

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

109. 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 13th, 20th AND 27th SEPTEMBER 2019

There were none.

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

ADC Development Control Meeting - 9th October 2019.

BR/129/19/PL - 75 Highfield Road, Bognor Regis - Conversion of single dwelling to 4 no. flats including rear projection and 1 parking space (resubmission of BR/215/18/PL)

It was noted that the Planning and Licensing Committee had raised an **OBJECTION** to Planning Application BR/129/19/PL at the meeting held on 27th August 2019 (Min. 76.3 refers).

Members, having been previously notified by email of this application being considered by the Development Control Committee, **RESOLVED** not to send a representative. Members were satisfied that the Town Council's written representation previously submitted would be considered by the Development Control Committee Members.

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

There were no Premises Licence applications to consider.

112. TO RECEIVE ANY REPORTS FROM RECENT JWAAC HIGHWAYS & TRANSPORT SUB-GROUP MEETINGS AND AGREE ANY ACTIONS (IF AVAILABLE)

The Town Council's appointed representative to the JWAAC Highways & Transport Sub-Group had nothing to report as the next meeting was not scheduled to take place until 22nd October 2019.

113. TO NOTE THE RESPONSE RECEIVED IN RELATION TO INFORMATION REQUESTED REGARDING TRAVELLERS AND TO CONSIDER ANY FURTHER ACTION - MIN. 84 REFERS

The Civic & Office Manager's report, including the response received from ADC relating to questions raised by BRTC regarding Travellers in the local area, was **NOTED**.

Satisfied with the answers provided in the response, Members **RESOLVED** to **AGREE** that no further action be taken regarding the outstanding questions.

114. TO CONSIDER SUBMITTING COMMENT IN RESPONSE TO ADC'S PUBLIC SPACES PROTECTION ORDER CONSULTATION

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

Members discussed the proposals put forward by Arun District Council and considered the bounded areas provided.

In relation to the suggested 'No Alcohol Area', the Committee felt that Place St Maur, including the grassy mounds, in Bognor Regis should be excluded, as to ban the consumption of alcohol could negatively impact on events/attractions held at this location.

Furthermore, Members agreed that the pedestrianised area at the front of Bognor Regis Railway Station should be classed as a 'No Alcohol Area' as there are known issues with street drinking at this location which is not considered a very welcoming sight for visitors to the Town upon their arrival.

Discussions also included Steyne Gardens with Members expressing concern that its secluded setting could encourage street drinking. Therefore, Members agreed that Steyne Gardens should also be classified as a 'No Alcohol Area' in the same way that the Sunken Gardens and Waterloo Square are proposed to be.

There were no suggested changes to the proposed areas in which cycling might be prohibited.

Members **RESOLVED** to **AGREE** that comments be submitted supporting ADC's proposals, in response to their Public Spaces Protection Order Consultation, including the suggested amendments and additions to the 'No Alcohol Area' as noted above.

115. TO NOTE THAT FELPHAM PARISH COUNCIL HAS SUBMITTED A NEIGHBOURHOOD DEVELOPMENT PLAN PROPOSAL/MODIFICATION PROPOSAL TO ADC AND TO CONSIDER SUBMITTING ANY COMMENTS IN RESPONSE BY NO LATER 7th NOVEMBER 2019

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

Members **RESOLVED** to **AGREE** to submit no comment in response to Felpham Parish Council's Neighbourhood Plan Proposal/Modification Proposal.

116. TO RECEIVE CORRESPONDENCE FROM A RESIDENT EXPRESSING CONCERN REGARDING LOCAL TRAFFIC AND TO CONSIDER ANY ACTION IN RESPONSE

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

As the deadline for Community Highways Schemes to be considered for inclusion in WSCC's 2020/21 design programme had closed, it was noted that the matter would not be considered until the following year. It was therefore **RESOLVED** to **AGREE** to **DEFER** making a decision to allow the

Ward Councillor to take a look at the traffic in the identified area and report back to this Committee at a future meeting.

117. CORRESPONDENCE

The Committee **NOTED** receipt of correspondence previously circulated. In addition, the following was brought to Members attention:

Additional correspondence included: -

- 117.1** Building Design Partnership Ltd - Stakeholder Consultation Summary following Arun District Design Guide: Parish and Town Council Consultation. Circulated to Committee Members by email, 4th October 2019
- 117.2** ADC - Notification that Arundel Town Council's Neighbourhood Development Plan Review has successfully passed examination
- 117.3** WSCC - Latest Planned Roadworks Report, 2nd October - 1st November, Circulated to Councillors and shared on social media
- 117.4** CPRE - Invitation to CPRE Sussex Affordable Housing Seminar on Saturday 9th November 2019, from 10am until 2pm at Barnham Community Hall, Yapton Road
- 117.5** WSCC - Temporary Traffic Regulation: Public Notice that the use of (and parking on) Lidsey Road, Woodgate from junction with Oak Tree Lane to junction with Hook Lane is temporarily prohibited from 26/10/19 at 23.00 until 28/10/19 at 04.00. The restriction will be in place 24hrs and is necessary to allow Network Rail to upgrade the level crossing and renew barrier. There will be no vehicular or pedestrian access through the closure

The Meeting closed at 7.16pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 8th OCTOBER 2019
REPRESENTATIONS ON PLANNING APPLICATIONS ON LISTS DATED 13th, 20th AND 27th SEPTEMBER 2019

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

<p>BR/247/19/PL 29A Station Road Bognor Regis PO21 1QD</p>	<p>Change of use & conversion of first & second floors from dwelling (C3 Dwelling houses) to 5 room HMO (C4 Houses in multiple occupation) with associated upgrades, additional rooflights & new WC new window to rear. This application may affect the character & appearance of the Bognor Regis Railway Station Conservation Area</p>	<p>NO OBJECTION</p>
<p>BR/253/19/T 252 Hawthorn Road Bognor Regis PO21 2UP</p>	<p>Crown reduction by 4m to 1 No. Oak tree</p>	<p>NO OBJECTION</p>
<p>BR/251/19/HH 61A Annandale Avenue Bognor Regis PO21 2ET</p>	<p>Proposed single storey rear extension to existing garage and conversion of garage into habitable accommodation with new pitched roof over</p>	<p>NO OBJECTION</p>
<p>BR/248/19/PL Homelands Care Home 21-23 Richmond Avenue Bognor Regis</p>	<p>Alteration to the existing building to provide 6 No. additional bedrooms with en-suites to include two storey rear extension & conversion of 2nd floor loft space & dropped kerb</p>	<p>NO OBJECTION</p>

<p>BR/257/19/PL The Royal Hotel The Esplanade Bognor Regis</p>	<p>Various amendments and alterations to previously approved application BR/326/18/PL - This application may affect the character and appearance of The Steyne, Bognor Regis, Conservation Area</p>	<p>NO OBJECTION</p>
<p>BR/263/19/T 32 Normanton Avenue Bognor Regis PO21 2TU</p>	<p>Fell 1 No. Oak tree</p>	<p>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.</p>
<p>BR/254/19/HH 50 Corbishley Road Bognor Regis PO22 9HS</p>	<p>Retention of single storey front porch extension</p>	<p>NO OBJECTION</p>
<p>BR/237/19/PL Picturedrome Cinema 51 Canada Grove Bognor Regis PO21 1DW</p>	<p>Replace front window with doors to match opposite side with steps, removal of internal walls separating existing front counter & office area, removal of chimney & wall between first floor offices. This application affects the setting of a listed building & may affect the character & appearance of the Bognor Regis Railway Station Conservation Area</p>	<p>NO COMMENT Members of the Town Council RESOLVED to AGREE to submit no comment in respect of Planning Application BR/237/19/PL, as Landlord of the property.</p>
<p>BR/238/19/L Picturedrome Cinema 51 Canada Grove Bognor Regis PO21 1DW</p>	<p>Listed building consent for the replacement of front window with doors to match opposite side with steps, removal of internal walls separating existing front counter & office area, removal of chimney & wall between first floor offices</p>	<p>NO COMMENT Members of the Town Council RESOLVED to AGREE to submit no comment in respect of Planning Application BR/238/19/L, as Landlord of the property.</p>

**Licensing Act 2003:
Application for the Variation of a Premises Licence**

Notice of application for the variation of a Premises Licence under section 34 of the Licensing Act 2003.

Notice is hereby given that Bognor Pier Leisure Limited has applied to Arun District Council for the grant of a variation to the Premises Licence at: Legends Sportsbar & Grill / Club Sheiks / Club Vision, The Pier, The Esplanade, Bognor Regis PO21 1SY.

The nature of the application is to vary the licensed activity to include the sale and supply of alcohol for consumption off the premises.

A public register of all Licensing Act 2003 permissions and applications is held by Arun District Council. The public register is also available on www.arun.gov.uk/licensingact2003

The application is open to representation from interested parties and responsible authorities between 22 October 2019 and 20 November 2019

All representations should be made in writing and sent to Licensing Team, Environmental Health Service, Arun District Council, Arun Civic Centre, Maltravers Road, Littlehampton, West Sussex BN17 5LF or licensing@arun.gov.uk

It is an offence to knowingly or recklessly to make a false statement in connection with an application and the maximum fine for this offence is £5,000.



Licensing Act 2003 – Notice

Reference Number: 112946

**William Cole Ice Rink
1-2 Place St Maur Des Fosses
Bognor Regis
PO21 1BJ**

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

Proposed licensable activities are as follows:

**Supply of Alcohol
Monday to Sunday from 10:00 until 21:30 hours
From 21/11/19 until 05/01/20**

The application is open to representation from interested parties and
responsible authorities between **21/10/19** and **17/11/19**

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

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 £5,000

**BOGNOR REGIS TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE MEETING - 29th OCTOBER 2019**

AGENDA ITEM 11 - TO RECEIVE A REPORT ABOUT TREE PROTECTION ORDERS

REPORT BY CIVIC & OFFICE MANAGER

FOR INFORMATION

A Tree Preservation Order (TPO) is a legally enforceable order made by the Local Planning Authority (LPA) to protect trees and woodland in the interests of public amenity. The power to make a TPO is contained in the Town and Country Planning Act 1990 and the Town and Country Planning (Trees) Regulations 1999 and 2008.

The principal effect of a TPO is to prohibit the cutting down, uprooting, topping, lopping, wilful damage or wilful destruction of protected trees or woodlands unless permission has been given by the LPA.

The making of a TPO is a legal process and once it has been made it is registered as a Local Land Charge and will be declared on any Local Land Charges Search that is carried out. A solicitor would normally advise a buyer of the existence of a TPO when purchasing a property.

Anyone can ask for a TPO to be made and do not need to own the land. If it is felt that certain trees or woodland merit such protection, a letter needs to be written to the planning department including a map, giving a clear indication of the position of the protected tree/s, preferably with photographs and stating why it is felt that the tree should be protected. The applicant must specify the tree/s as being within four categories (individual, area, group and woodland), with any combination of these categories permitted in a single Order.

Orders should be used to protect trees if their removal would have a significant negative impact on the local environment and its enjoyment by the public. Before authorities can make or confirm an Order, they should be able to show that protection would bring a reasonable degree of public benefit in the present or future.

When deciding whether an Order is appropriate, authorities should take into consideration what amenity value a tree has, which is assessed using criteria such as a tree being visible from a public place and if it is accessible by the public. The particular importance of a tree should also be assessed by reference to its characteristics including size and form; future potential as an amenity; rarity, cultural and historic value; and contribution to, and relationship with, the landscape.

**BOGNOR REGIS TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE MEETING - 29th OCTOBER 2019**

AGENDA ITEM 12 - TO NOTE RESPONSES RECEIVED FOLLOWING INVESTIGATION INTO LOCAL OPINION ON POTENTIAL CHANGES TO CURRENT TRAFFIC REGULATION ORDER IN DURBAN ROAD AND TO AGREE THE NEXT STEPS (MIN. 65 OF 6th AUGUST 2019 REFERS)

REPORT BY CIVIC & OFFICE MANAGER

FOR DECISION

At the Planning and Licensing Committee Meeting held 6th August 2019, Members agreed to begin the process into applying for a Traffic Regulation Order (TRO) for the removal of parking restrictions in Durban Road, Bognor Regis - Min. 65 refers.

Before applying for a new TRO, it must be ensured that the wider community would be in support. This helps West Sussex County Council to assess whether local people will object to the proposal when it comes to the legal stages. Objections can mean that requests don't progress but those with support from the community stand the best chance of progressing.

Preliminary feedback from businesses and residents located on Durban Road, asked about removal of yellow lines, showed 9 respondents in favour to some degree, 4 against their removal and 5 respondents being neither for or against the proposals.

Comments included: -

"Would agree to the removal of lines on one side of the road, but not between Orchard Road and Christie Place as large lorries use this area to reverse"

"In favour of the removal of yellow lines so long as the road is safe. More parking is needed though as Tesco allow staff to use the car park. Visibility could be an issue when trying to get out of the car park if large vehicles are parked on the road"

"Not in favour of any change. Would make it harder for lorries to manoeuvre"

"In favour of the removal of yellow lines on one side need more parking"

"In favour of removal of yellow lines on one side. Concerned about safety though visibility may be an issue"

"In favour of removal of yellow lines on one side of the road to create more parking"

"In favour of removal of yellow lines on one side to create more parking"

"In favour of some removal of yellow lines. Worried about visibility. Need yellow lines at road corners"

"Strongly opposed. It would hamper deliveries. Lorries would have difficulty unloading if the lines were removed"

"Concerned about lorry access for deliveries"

"Against removal of lines as would impact on business, be a danger and make deliveries difficult"

"Not bothered either way as don't drive"

"Have own parking space at the back, plus there is a large lay-by at the front of the flats"

Members are asked to note that Durban Road is on the Stagecoach South U7 bus route, believed to be a double-decker bus service, and concern was expressed by one respondent that if there were more parking in Durban Road, as a result of the removal of yellow lines, that this could make difficulties for the bus driver. Subject to how Members might wish to proceed in this matter, they may be minded including contacting Stagecoach South when approaching other parties, such as Bersted Parish Council, Arun District Council and the local police, to gauge their support.

Based on the feedback received from local businesses and residents, Members are asked to consider how they wish to proceed in relation to an application for a TRO for Durban Road, Bognor Regis.

DECISION

How do Members wish to proceed in relation to an application for a Traffic Regulation Order to remove parking restrictions for Durban Road, Bognor Regis?

**BOGNOR REGIS TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE MEETING - 29th OCTOBER
2019**

AGENDA ITEM 14 - TO RECEIVE AN UPDATE REGARDING PLANNING APPLICATION BR/120/19/PL - THE BANDSTAND, THE PROMENADE, BOGNOR REGIS (MIN. 23.3 OF 4th JUNE 2019 REFERS)

REPORT BY CIVIC & OFFICE MANAGER

FOR DECISION

The following report is on the assumption that Members have agreed under the previous Agenda item to re-open the consideration of Planning Application BR/120/19/PL, following receipt of amended plans. Should this decision not be agreed, the following report may be disregarded, and no discussion will take place.

At the Planning and Licensing Committee Meeting held 4th June 2019, Members considered Planning Application BR/120/19/PL - The Bandstand, The Promenade, Bognor Regis - Min. 23.3 refers.

Having considered the proposals set out in Planning Application BR/120/19/PL, Members objected on the grounds of design, appearance and visual impact with particular concerns over the fitting of Perspex sheeting to The Bandstand. Members felt that insufficient design details were provided with the application, with reference to the proposed Perspex sheeting, to enable them to be satisfied that these alterations and repairs would be in keeping with the Listed Building and not contrary to policies D DM4 and HER DM1 of the Arun Local Plan. It seemed that the Principal Conservation Officer at Arun District Council (ADC) also had concerns regarding the Perspex sheeting.

The applicant has recently submitted amendments to ADC that omits the previously proposed Perspex sheeting to the railings which would have formed windbreaks. Further information regarding the Perspex sheeting at high level is also provided in an email from the applicant (attached to this report as **Appendix 1**) and is accompanied by a substitute plan (attached to this report as **Appendix 2**).

Following the Planning and Licensing Committee Meeting held 4th June 2019, when submitting representation to ADC, Members requested an opportunity to attend a site visit with the applicant of Planning Application BR/120/19/PL to receive further information and discuss proposals. To date, no response has been received.

Although the Agenda has not yet been published, it is understood that Planning Application BR/120/19/PL will go before ADC's Development Control Committee for consideration at their meeting to be held on 6th November 2019.

Having received the amendments made by the applicant to the proposals made in Planning Application BR/120/19/PL, Members are asked to consider whether they wish to rescind the previous decision and/or submit any further comments to ADC ahead of the Development Control Meeting on 6th November.

In the event that Planning Application BR/120/19/PL is to be considered by ADC's Development Control Committee on 6th November, Members may wish to consider a Town Council representative attending to speak at this meeting and, if so, agree as to which Councillor that might be.

DECISIONS


Do Members wish to alter or rescind the decision taken at the Planning and Licensing Committee Meeting held 4th June 2019 in respect of Planning Application BR/120/19/PL?

Do Members wish to submit further comments to ADC in relation to Planning Application BR/120/19/PL?

Members are invited to consider whether a Town Council representative will attend ADC's Development Control Committee Meeting on 6th November, subject to Planning Application BR/120/19/PL being on the Agenda, and, if so, agree as to who will attend.



Please see the Action Sheet.



From: Phil Brown [redacted]
Sent: 26 September 2019 07:30
To: Maria Tomalova <[redacted]>
Cc: Caroline Gosford [redacted]
Subject: FW: BR/120/19/PL & BR/121/19/L, The Bandstand

Maria,

Please find attached drawing 824-04B which now omits the previously proposed Perspex sheeting to the railings which would have formed windbreaks.

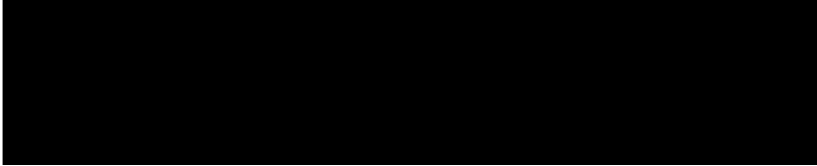
I can confirm the proposed Perspex sheeting at high level has been retained within the proposals. This will be fitted on the inside face of the existing metal fretwork and is required to prevent water penetration into the structure. The new Perspex sheeting will not be readily visible and would be potentially easily removable on a future occasion in order that the work can be fully reversed.

I trust you will be able to recommend approval for these revised proposals but please let me know if you have any comments or questions.

Thank you,

Phil.





From: Phil Brown
Sent: 12 September 2019 17:09
To: Maria Tomalova [redacted] >
Subject: FW: BR/120/19/PL & BR/121/19/L, The Bandstand

Maria,

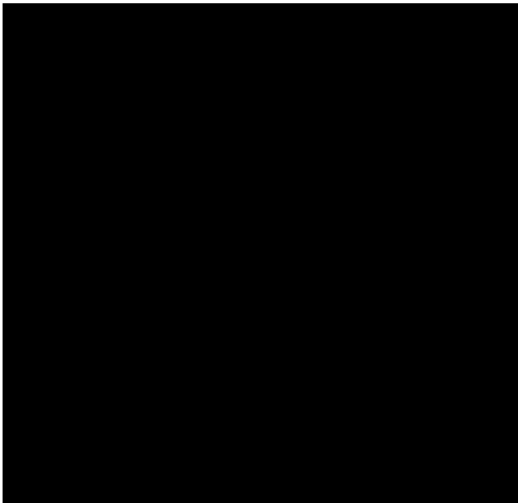
Further to my email below dated 5 August, are you able to confirm whether you now have all the information you require?

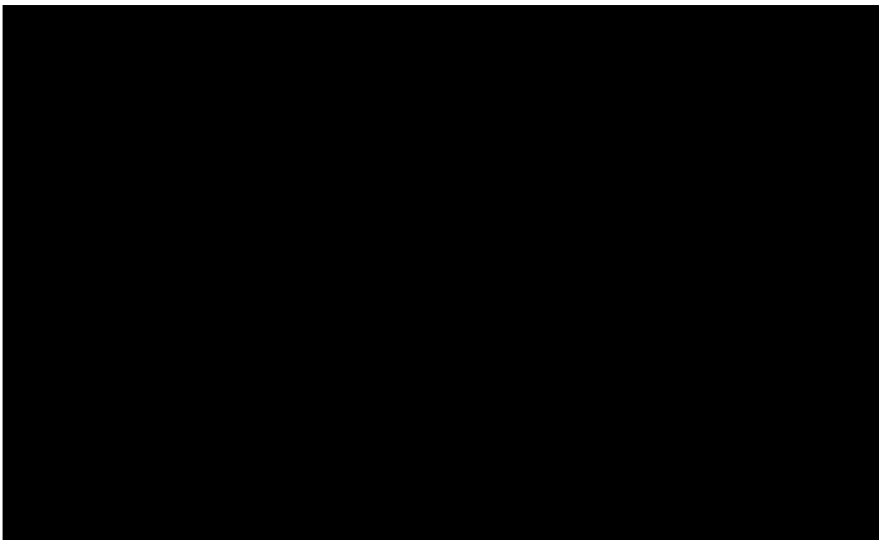
It would be helpful to know whether you are able to recommend approval of the recommendations, and if so, when they are likely to be on the agenda for the planning committee.

Please let me know if you have any further comments or questions.

Thanks,

Phil.





From: Phil Brown
Sent: 05 August 2019 09:21
To: Maria Tomalova <[REDACTED]>
Subject: RE: BR/120/19/PL & BR/121/19/L, The Bandstand

Maria,

Thank you for your email.

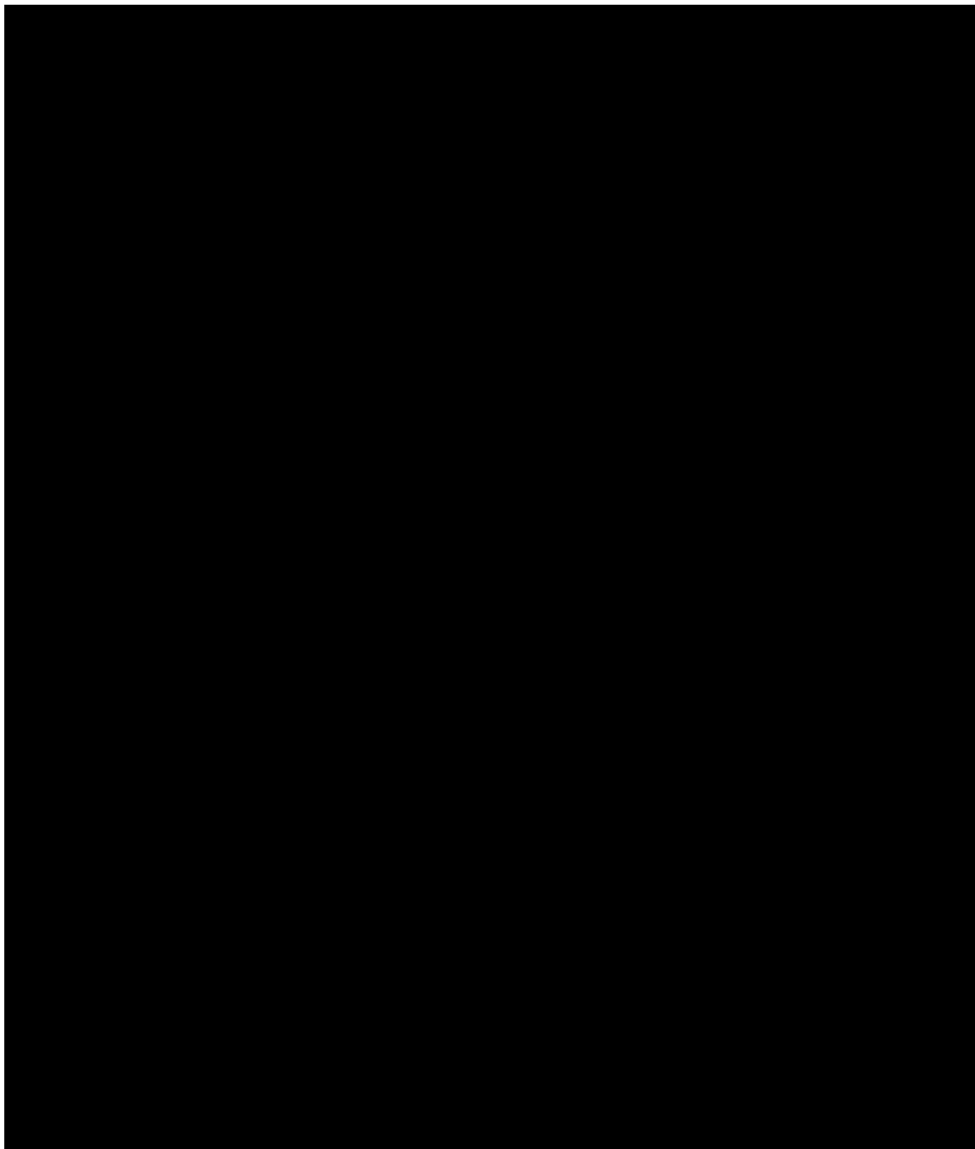
I can confirm the following:

- **Relocation of access gate.** The Bandstand has previously been disassembled and re-assembled and is not in its original location. There is no particular historic or architectural significance related to the current positioning of the access gate except that it faces directly onto the seafront. The balustrading and handrail (and associated access gate) are relatively interchangeable between the main structural support posts as the structure is a regular, symmetrical shape. The relocation of the gate will position it where there is currently an access step, which would seem an entirely logical location as this position would enable easy access and egress without disturbing the main thoroughfare along the promenade.
- **Perspex sheeting.** This will be secured on the internal face of the metal railing with simple ties of metal wiring. This will mean there would not be any fixing into the existing structure and will enable easy removal and re-fixing as required. It is anticipated that the sheeting will be in place on a relatively permanent basis to provide some protection from the weather from people seated within the bandstand. This sheeting will enable the bandstand to be used on a frequent basis as a viable use for a seating area. However, the sheeting could be fairly quickly and easily removed and replaced as required due to the simple nature of the fixings. The panels will be clear, frameless panels fitted to a height just below the handrail and would fully fill the width between each of the main structural posts. The structure including the metal railings will be clearly visible through the proposed panels, and accordingly there would not be any negative impact on the visual qualities of the structure. When The Bandstand was in its original location in Cheltenham it was fitted with glass panels (as noted in the Heritage Statement) but these were not re-fitted when it was relocated to Bognor Regis. We trust this information will also help to satisfy the concerns raised by the Town Council.
- **Timber ceiling boarding.** The new timber boarding will be fitted to existing horizontal metal framework and would have a painted finish.
- **Materials.** We accept that a suitably worded condition will need to be applied to agree the details of the new bricks and other items.

Please let me know if you have any additional questions or comments.

Thank you,

Phil.



From: Maria Tomalova <[REDACTED]>
Sent: 02 August 2019 18:53
To: Phil Brown <[REDACTED]>
Subject: BR/120/19/PL & BR/121/19/L, The Bandstand

Dear Mr Brown,

Please accept my apology for contacting you so late.

You are probably aware, that the BB Council objected your applications and I have asked our Conservation Officer for his comments on these applications.

Please see below his comments:

Essentially, the proposal is to repair the structure, whilst restoring certain elements and generally refurbishing it. I note from the Design and Access and Heritage Statement that the existing general layout of the site would be retained. The access into the bandstand would be altered slightly with the pedestrian gate relocated from the south elevation to the west elevation, and the two open sides to the east and west infilled with new balustrading to match existing. The existing step on the west elevation will be retained.

The proposal will ensure that missing railings and ceiling details will be reinstated. Such a proposal will therefore have a positive impact upon the listed building.

However, there are some issues which require clarification. It is not clear from reviewing the information why the location of the gate is to change.

Further, scant information has been provided regarding the proposed Perspex sheeting; how will it be fixed to the structure? Will it form a permanent element of the structure, or will it be used on a temporary basis (and removed when not required)? Further, what size will the panels be? What would the quality of the materials used be? At present, such an issue is considered to be problematic.

Also how will the horizontal timber boarding to be fitted below the roof structure to form a ceiling be treated?

Based on the information currently provided as part of the application, details of the proposed red bricks to be used to replace those used for the brick plinth will need to be provided. Further, all of the colours to be used should be agreed with the LPA.

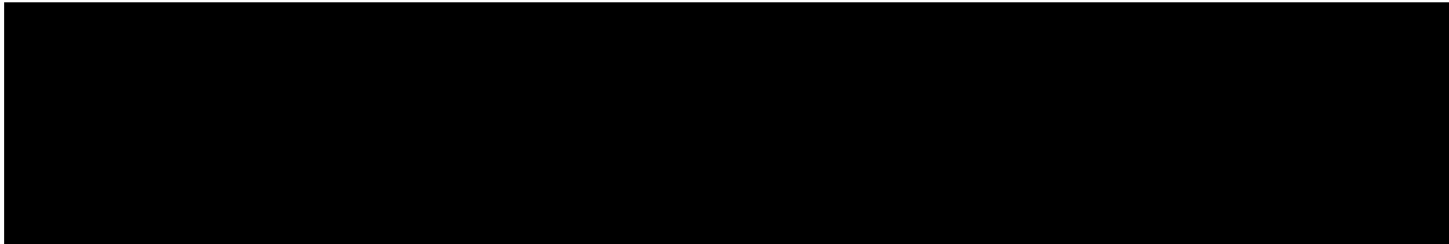
A copy of this assessment and of any new information which comes to light during alterations and construction should be offered to the Historic Environment Record of Arun District Council.

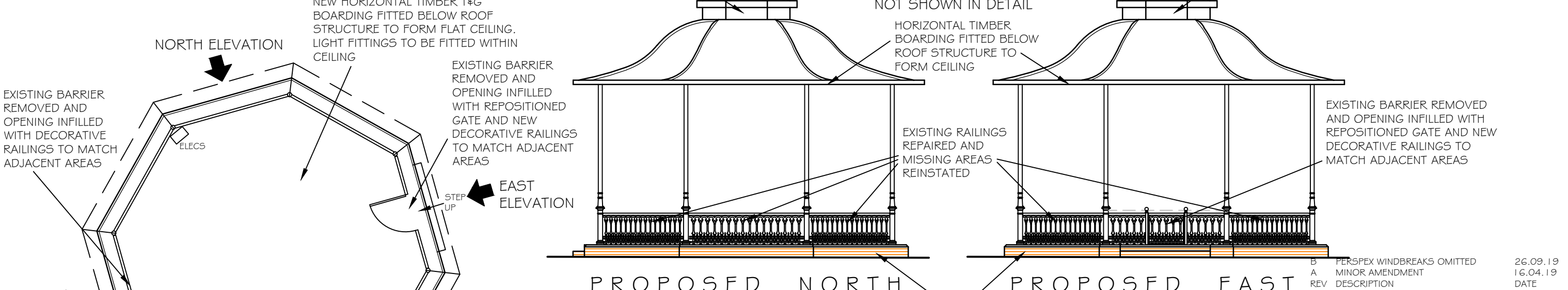
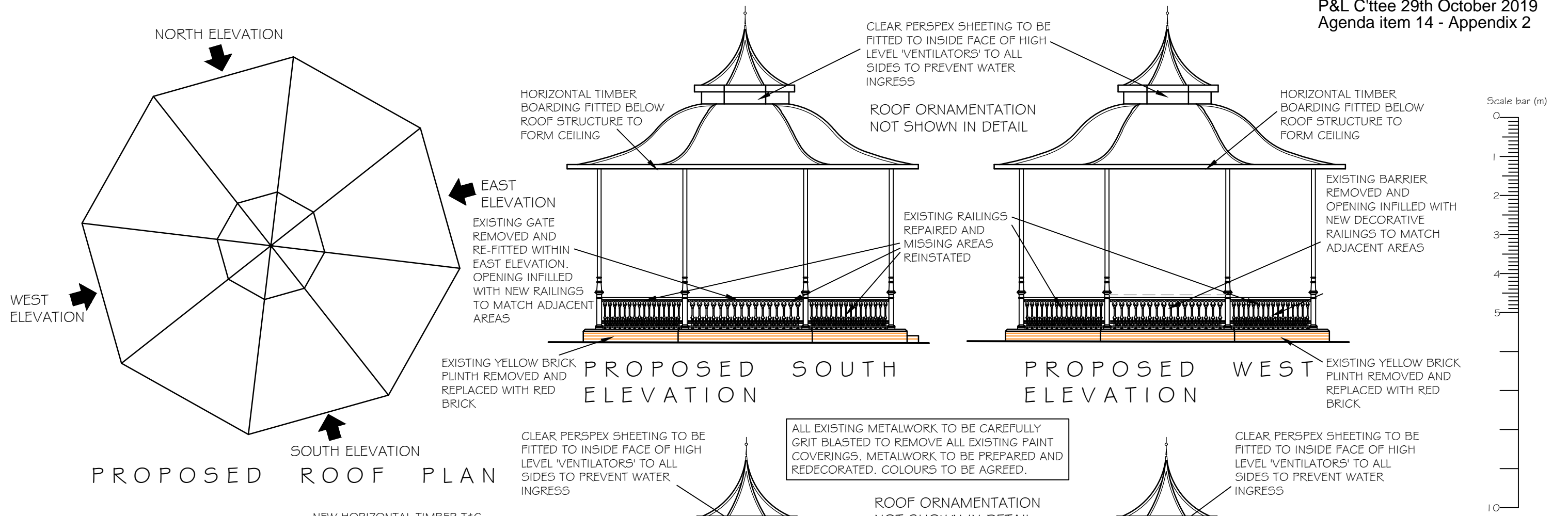
At the moment, there are a number of questions where the information should be provided, prior to determination so that the impact of the proposal can be assessed and the level of harm identified.

Please let me know what is your stand.

Kind regards

Maria





REV	DESCRIPTION	DATE
B	PERSPEX WINDBREAKS OMITTED	26.09.19
A	MINOR AMENDMENT	16.04.19

PROJECT
 BOGNOR REGIS BANDSTAND
 THE ESPLANADE
 BOGNOR REGIS
 WEST SUSSEX

DRAWING TITLE
 PROPOSED ELEVATIONS, FLOOR
 PLAN AND ROOF PLAN

CLIENT
 ARUN DISTRICT COUNCIL



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 Tel 01243 774764
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SCALE
 1:100@A3

DRAWN BY
 PLB

DATE
 NOV 18

DWG NO 824/04

REV. B

NOTES
 WRITTEN DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALE, AND ARE TO BE CHECKED ON SITE PRIOR TO COMMENCING WORK. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER DOCUMENTS RELATING TO THIS PROJECT. ANY DISCREPANCIES ARE TO BE REFERRED IMMEDIATELY TO THE PROJECT DESIGNER. THIS DRAWING IS COPYRIGHT, AND SHOULD NOT BE USED OR REPRODUCED WITHOUT PERMISSION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE COMPLIANCE WITH THE BUILDING REGULATIONS.

BOGNOR REGIS TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE MEETING - 29th OCTOBER 2019

AGENDA ITEM 15 - CORRESPONDENCE

FOR INFORMATION

1. Local Council Public Advisory Service - News and Legal update, 8th October 2019
2. WSCC - Latest Planned Roadworks Report, 9th October - 8th November
3. ADC - Decision Statement for Arundel Neighbourhood Plan Review 2018-2031
4. WSCC - Temporary Traffic Regulation: Public Notice - the use of (and parking on) Bedford Street, Bognor Regis from junction with High Street to junction with London Road is temporarily prohibited from 31/10/19 at 19.00 until 01/11/19 at 06.00. This closure is necessary to allow for the replacement of damaged manhole frame and cover in carriageway. Shared on social media
5. CPRE - Campaigns Update, October 2019
6. Email correspondence from local resident regarding suggested use of land to east of the Royal Norfolk hotel
7. Email from a student journalist writing a story about local parking issues
8. WSCC - Latest Planned Roadworks Report, 16th October - 15th November
9. Housing, Communities and Local Government Committee - Evidence Session: Long-term delivery of social and affordable rented housing