



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE

HELD ON TUESDAY 8th SEPTEMBER 2020

PRESENT ONLINE: Cllr. S. Goodheart (Chairman), Cllrs: J. Barrett,
Mrs. S. Daniells, J. Erskine, W. Smith,
Ms. A Sharples and Mrs. J. Warr

IN ATTENDANCE ONLINE: Mrs. J. Davis (Civic & Office Manager)
Mrs. G. Frost (Town Clerk)
Mrs. S. Norman (Deputy Clerk)

The Meeting opened at 6.36pm

266. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the Online Meeting being held in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 and reminded Members that the Meeting was being recorded by Bognor Regis Town Council, streamed live on Facebook and may also be recorded or filmed by any member of the public.

The Chairman advised that in the event of any loss of internet coverage or power cuts, steps would be taken to recover the connection. However, if connection could not be re-established the meeting would stand adjourned at the point of loss of connection to be reconvened and continued at a publicised time in the future.

Finally, Members were reminded of the protocol for the Online Meeting, details of which had been circulated to all previously.

As all Members were present, there were no apologies for absence.

267. DECLARATIONS OF INTEREST

The Chairman addressed each participating Member in alphabetical order to ask if they wished to confirm any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda.

Members were informed that should they be required to temporarily leave the Meeting for any Interest, they would be contacted by telephone and invited to re-join the meeting at the appropriate time.

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 temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question

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.

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

268. TO APPROVE THE MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 18th AUGUST 2020

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 18th August 2020. It was noted that the Minutes had been forwarded to the Chairman and once agreed and duly signed, would be returned to the Town Clerk.

There being no objections, the Committee **APPROVED** the Minutes of the Online Meeting held on 18th August 2020 as an accurate record of the proceedings and the Chairman duly signed them.

269. ADJOURNMENT FOR THE CHAIRMAN TO READ PUBLIC QUESTIONS AND STATEMENTS SUBMITTED IN ACCORDANCE WITH THE REQUIREMENTS

There were no public questions or statements.

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

The Civic & Office Manager's report was **NOTED**, and the following decision was **RATIFIED**:

- Licence Application Number: 114038 in relation to Best Kebab, 18 Queensway, Bognor Regis - Members **AGREED** to offer **NO OBJECTION** to the application to place 2 bench tables with integrated chairs, 4 seats on each table, from midday until 21:00hrs, 7 days a week.

271. TO CONSIDER PLANNING APPLICATIONS ON LISTS 14th, 21st AND 28th AUGUST 2020

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

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

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

272. 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 14th, 21st AND 28th AUGUST 2020

There were no applications to consider.

273. TO CONSIDER PREMISES LICENCE APPLICATIONS, INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS

Licensing Act 2003

Premises: Best Kebab, 18 Queensway, Bognor Regis, PO21 1QT

Application Number: 114058

The Committee noted the application received for a Variation to a Premises Licence to be granted for the Sale of Alcohol for consumption off the premises 1200-2300 every day. Alcohol to only be sold for delivery with a food order via internet or telephone sale, and not to be sold to personal callers at the shop.

Members **RESOLVED** to raise **NO OBJECTION** to the Variation of a Premises Licence being granted, subject to the satisfaction of the Licensing Authorities that the premises meet all four licensing objectives and continue to do so. Members further commented that, upon delivery, proof of age should be required to ensure that alcohol is not supplied to those under the age of 18.

274. TO NOTE THE PREVIOUSLY CIRCULATED 'CHANGES TO THE CURRENT PLANNING SYSTEM' GOVERNMENT CONSULTATION PAPER AND TO AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE TO THE NATIONAL ASSOCIATION OF LOCAL COUNCILS BY THE DEADLINE OF 17th SEPTEMBER 2020

The Civic & Office Manager's report, including the circulation of the Government Consultation paper titled "Changes to the Current planning System", was **NOTED**.

Members debated fully the implications of the proposals being consulted upon with a range of opinions for and against. The Civic & Office Manager updated Members on communication with the ADC Planning Department who had highlighted that any actual changes to the planning system would be some years away. This is essentially a proposed whole new system that would require enormous changes to all sorts of planning legislation and guidance, and it is not yet known which parts the Government will or won't proceed with.

Following the discussion, it was **AGREED** that Members would submit comments on the Consultation individually and the Civic & Office Manager would circulate the necessary links and Members were reminded that the deadline for response was 17th September 2019.

275. TO NOTE THE PREVIOUSLY CIRCULATED 'WEST OF BERSTED MASTERPLAN CONSULTATION' LAUNCHED BY ARUN DISTRICT COUNCIL AND TO CONSIDER ANY COMMENTS IN RESPONSE BY THE DEADLINE OF 14th SEPTEMBER 2020

The Civic & Office Manager's report, including the previously circulated ADC consultation titled "West of Bersted Masterplan", was **NOTED**.

Some Members expressed concern about the impact of the implementation of the Masterplan, particularly on infrastructure and a resulting adverse effect on Bognor Regis. However, it was noted that the area is designated within the Local Plan and that this consultation is asking for comment on the five specific areas as detailed in the report. Furthermore, for the Committee to submit a collective response, evidence would be needed to substantiate any comments or concerns.

Following discussion, it was **AGREED** that Members would submit comments on the Consultation individually and the Civic & Office Manager

would circulate the necessary links. Members were reminded that the deadline for response was 21st September 2019 rather than the 14th as noted on the Agenda.

276. CORRESPONDENCE

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

The Meeting closed at 7.47pm

APPENDIX 1
ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 8th SEPTEMBER 2020
REPRESENTATIONS ON PLANNING APPLICATIONS ON LIST DATED 14th, 21st AND 28th AUGUST 2020

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

<p>BR/175/20/PL 23 Mead Lane Bognor Regis PO22 8AP</p>	<p>Change of use from Student Accommodation to 3 no. dwellings, comprising 1 no. one bed apartment, 1 no. two bedroom house and 1 no. three bedroom house (resubmission of application BR/99/20/PL). This application may affect the setting of a listed building & affects the Upper Bognor Road & Mead Lane Conservation Area</p>	<p>NO OBJECTION</p>
<p>BR/164/20/HH 19 Pevensey Road Bognor Regis PO21 5NS</p>	<p>Single storey side extension. Conversion of roof space to habitable use and single storey outbuilding to rear for use as a playroom/gym and addition of rendering</p>	<p>NO OBJECTION</p>
<p>BR/179/20/PL Police Station London Road Bognor Regis PO21 1BA</p>	<p>Replacement of existing windows (119) with aluminium top hung casement, insulated panels to the ground floor level, replacement roof covering & mansard tiles to the main building including an increase in perimeter height to accommodate thicker insulation. This application is in CIL Zone 4 (Zero Rated) as 'other development'</p>	<p>NO OBJECTION</p>
<p>BR/189/20/HH 32 Murina Avenue Bognor Regis PO21 2DA</p>	<p>Proposed two storey rear extension with internal alterations</p>	<p>NO OBJECTION</p>

<p>BR/192/20/T Various locations Servite Close Bognor Regis</p>	<p>Various works to various trees</p>	<p>NO OBJECTION</p>
<p>BR/196/20/PL 25 Sudley Road Bognor Regis PO21 1EW</p>	<p>New 2 storey extension on first floor with loft floor & 8 No. new dormer windows (4 No. at front, 4 No. at rear), first floor rear extension (mansard floor) with 8 No. roof windows, alterations to ground floor shopfront & new access to upper floors for use for 10 No. residential units (5 No. 1 bed units & 5 No. 2 bed units) (resubmission following BR/83/20/PL). This application may affect the setting of a Listed Building and is in CIL zone 4 (Zero Rated) as flats</p>	<p>NO OBJECTION</p>
<p>BR/191/20/PL Flat 10 Linden Court 35 Linden Road Bognor Regis PO21 2AP</p>	<p>Replace old timber windows with new uPvc</p>	<p>NO OBJECTION - Members suggested that wood coloured uPVC be used rather than white to blend with other nearby buildings.</p>
<p>BR/122/20/OUT Garth House High Street Bognor Regis PO21 1HQ</p>	<p>Outline application with some matters reserved for demolition of Garth House and West View to be replaced with 20No. self-contained apartments consisting of 10 No. 1 bed and 10 No. 2 bed apartments</p>	<p>OBJECTION Members of the Town Council's Planning and Licensing Committee unanimously object to planning application BR/122/20/OUT on the material planning grounds of inadequate parking; the proposed amount of residential building and consider the proposals to be over-development of the site as a result of the layout and density of the buildings, and a lack of affordable housing allocation.</p>