



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE

HELD ON TUESDAY 10th NOVEMBER 2020

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

IN ATTENDANCE ONLINE: Mrs. S. Norman (Deputy Clerk)
Mrs. G. Frost (Town Clerk)
No members of the public attended via Zoom

The Meeting opened at 4.00pm

302. 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, and may also be recorded or filmed by any member of the public. Members were advised that unfortunately, due to technical issues it was not possible to start the live stream to Facebook. However the Deputy Clerk informed Members that she had asked for a notice to be placed on the Facebook page directing anyone who wished to view the meeting to use the Zoom link which is published on the website.

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.

No apologies for absence were received from Cllrs. Mrs. Daniells or Erskine.

Note: After the Meeting had started Cllr. Mrs. Daniells sent apologies that she had been delayed and could therefore not attend.

303. 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

304. TO APPROVE THE MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 20th OCTOBER 2020

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 20th October 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 20th October 2020 as an accurate record of the proceedings and the Chairman duly signed them.

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

There were no public questions or statements.

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

There had been no notification of any Pavement Licence Applications, in relation to Bognor Regis, being submitted to Arun District Council.

307. TO CONSIDER PLANNING APPLICATIONS ON LISTS 16th, 23rd AND 30th OCTOBER 2020

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

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

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

Due to technical issues, Cllr. Mrs. Warr was not present for discussion or voting on BR/239/20/TEL or the noting of No Comment to BR/242/20/PL

308. 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 OCTOBER 2020

There were no applications to consider.

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

Licensing Act 2003

Premises: William Cole Ice Rink, Hotham Coach Park, London Road, Bognor Regis, PO21 1BA

Application Number: 114276

The Committee noted the application that had been received for a Premises Licence to be granted for the Supply of Alcohol (on and off premises) between 10:00 and 21:30 hours, Monday to Sunday from 26/11/2020 until 10/01/2021.

However, Members were informed that notification had since been received, from Arun District Council, to advise that the event had now been cancelled and the Premises Licence application, therefore, withdrawn.

310. TO RECEIVE A VERBAL REPORT FROM THE CHAIRMAN FOLLOWING PARTICIPATION IN THE ARUN ACTIVE TRAVEL WORKSHOP

The Chairman, Cllr. Goodheart, having attended the Arun Active Travel Workshop on 29th October gave a verbal report informing Members that the workshop had been extremely interesting.

The event had been organized by ADC and facilitated through a highways and transport consultancy firm called 2020. Attendees had included Members and Officers from District, Town and Parish Councils and the session had covered sustainable modes of transport with a focus on alternative transport for the District.

The Chairman stated that this could give an opportunity for Members to have an input and be able to influence the transport for the future including improvements to Public Rights of Way (PROW) including footpaths, bridleways etc. Members asked how they could find out details of local PROWs. The Deputy Clerk advised that the best way to investigate the PROW network was via WSCC's iMap, a link to which would be circulated to all Members.

A suggestion was also made that the consultants, 2020, be invited to make a presentation to a Council Meeting and Members agreed that this should be investigated further.

The Chairman stated that he had provided notes from the workshop to the office and asked that this be circulated to all Committee Members.

311. CORRESPONDENCE

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

Additional correspondence included: -

- 311.1** ADC - copy correspondence from Government Legal Department informing of the exercise of permitted development rights by the Department of Health and Social Care. As part of the Government's COVID-19 response, the Government is putting in place a walk-in medical testing centre sited on the University of Chichester Tech Park Car Park Bognor Regis Campus.

The Meeting closed at 4.56pm

APPENDIX 1
ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 10th NOVEMBER 2020
REPRESENTATIONS ON PLANNING APPLICATIONS ON LISTS DATED 16th, 23rd AND 30th OCTOBER 2020

<p>BR/239/20/TEL Roundabout opposite Victoria Drive Chichester Road Bognor Regis PO22 9LQ</p>	<p>Prior Notification under Schedule 2 Part 16 Class A for the installation of a new 19m monopole supporting 6 No. antennas with proposed supporting equipment cabinet and ancillary development</p>	<p>NO OBJECTION Members expressed concern that this was a second pole at this location and that there was a risk that the area could become a hotspot for such installations. Therefore, whilst Members would not object to this second installation, should further applications come forward in the future, Members reserve the right to object to those applications on the basis of saturation of the site with equipment.</p>
<p>BR/242/20/PL 51 Canada Grove Bognor Regis PO21 1DW</p>	<p>Access ramp. This application affects the setting of a Listed Building, affects the character & appearance of the Bognor Regis Railway Station Conservation Area & is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO COMMENT Members of the Town Council RESOLVED to AGREE to submit no comment in respect of Planning Application BR/242/20/PL, as Landlord of the property.</p>
<p>BR/244/20/PL The Beach Hotel, former Mud Club Waterloo Square Bognor Regis PO21 1SU</p>	<p>Redevelopment into 11 No. 2 bed apartments & 2 No. commercial units (A1 Retail or A3 Restaurant/Cafe) (resubmission following BR/282/19/PL). This application affects the character & appearance of The Steyne, Bognor Regis Conservation Area & may affect the setting of listed buildings. This site is in CIL Zone 4 (Zero Rated) as flats & other development</p>	<p>NO OBJECTION Members did raise concerns that this application did not cover the entire former site which Members had previously considered and that further applications may come forward in the future and furthermore, that parking may become an issue.</p>

<p>BR/234/20/PL Aronel Cottage Nursing Home 5-11 Highfield Road Bognor Regis PO22 8BQ</p>	<p>Three storey side extension comprised of twenty nursing units linked to the existing nursing home building. This site is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO OBJECTION Whilst Members did not object, they noted that no comments were on the planning portal from WSCC Highways and suggested that consideration be given to the adoption of a nearby unadopted road which could improve access, especially for emergency vehicles.</p>
<p>BR/241/20/HH 32 Highland Avenue Bognor Regis PO21 2BJ</p>	<p>Single storey rear extension</p>	<p>NO OBJECTION</p>
<p>BR/237/20/HH 11 Elmwood Avenue Bognor Regis PO22 8DE</p>	<p>Single storey outbuilding to rear for use as a log cabin/summer house</p>	<p>NO OBJECTION</p>
<p>BR/247/20/HH 9 Waverley Road Bognor Regis PO21 5NB</p>	<p>Single storey rear extension, single storey side extension and single storey front extension</p>	<p>NO OBJECTION</p>
<p>BR/248/20/PL The Gables, Flat 4 Norfolk Square Bognor Regis PO21 2JD</p>	<p>French doors with glass Juliet balcony. Replacement of window and door with sliding patio door</p>	<p>NO OBJECTION</p>