



BOGNOR REGIS TOWN COUNCIL

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

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MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE

HELD ON TUESDAY 29th SEPTEMBER 2020

PRESENT ONLINE: Cllrs: J. Barrett, Mrs. S. Daniells, Ms. A Sharples
and Mrs. J. Warr

IN ATTENDANCE ONLINE: Mrs. S. Norman (Deputy Clerk)
Mrs. G. Frost (Town Clerk)

The Meeting opened at 4.00pm

277. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

In the absence of Cllr. Goodheart, the Vice-Chairman Cllr. Mrs. Warr took the place of Chairman for this Meeting.

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.

Apologies for absence were received from Cllr. Smith due to a prior engagement.

No apologies were received prior to the meeting from Cllrs. Erskine and Goodheart. However, after the meeting had opened, Cllr. Goodheart notified the Office that he was unable to attend due to technical issues.

278. 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

279. TO APPROVE THE MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 8th SEPTEMBER 2020

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 8th September 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 8th September 2020 as an accurate record of the proceedings and the Chairman duly signed them.

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

There were no public questions or statements.

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

The Deputy Clerk's report was **NOTED**, and the following decision was **RATIFIED**:

- Licence Application Number: 114179 in relation to Costa Coffee, 33 London Road, Bognor Regis - Members **AGREED** to offer **NO OBJECTION** to the application to place 2 tables, 6 chairs and barriers directly outside the store from 8am until 5pm Monday to Saturday and 8am to 4.30pm on Sundays.

282. TO CONSIDER PLANNING APPLICATIONS ON LISTS 4th, 11th AND 18th SEPTEMBER 2020

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

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

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

283. 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 SEPTEMBER 2020

There were no applications to consider.

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

Licensing Act 2003

**Premises: Howards Café, 17 The Arcade, Bognor Regis, PO21 1LH
Application Number: 114129**

The Committee noted the application received for a Premises Licence to be granted for the Sale of Alcohol for consumption on and off the premises 1000-0000 every day (1000-0100 Xmas and NY Eve) and for Late Night Refreshment 2300-0000 everyday (2300-0100 Xmas and NY Eve).

Members **RESOLVED** to **OBJECT** to the Variation of a Premises Licence being granted, as there was concern with regards to "Protection of Children from Harm" due to the potential for young people using the establishment with their families to witness the purchase and consumption of alcohol.

285. TO NOTE THE REVISIONS MADE TO THE ARUN DISTRICT DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT, FOLLOWING THE RESPONSES RECEIVED DURING THE CONSULTATION WHICH CLOSED ON 21st FEBRUARY 2020

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

286. TO NOTE THE PREVIOUSLY CIRCULATED 'BARNHAM, EASTERGATE AND WESTERGATE FRAMEWORK MASTERPLAN CONSULTATION' LAUNCHED BY ARUN DISTRICT COUNCIL AND TO CONSIDER ANY COMMENTS IN RESPONSE BY THE DEADLINE OF 9th OCTOBER 2020

The Civic & Office Manager's report, including the previously circulated ADC consultation titled "Barnham, Eastergate and Westergate Framework Masterplan", was **NOTED**.

Following discussion, it was **AGREED** that Members would submit comments on the Consultation individually. Members were reminded that the deadline for response was 9th October 2020.

287. TO RECEIVE AN UPDATE ON THE COMMUNITY INFRASTRUCTURE LEVY (CIL)

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

288. CORRESPONDENCE

The Committee **NOTED** receipt of correspondence as detailed on the list previously circulated.

Members noted that there was one place remaining on the briefing session for the Planning White Paper, the consultation for which was referred to on the correspondence list.

The Meeting closed at 4.34pm

<u>PLANNING APPLICATIONS TO BE CONSIDERED AT THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE TO BE HELD ON 29th SEPTEMBER 2020 (AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 4th, 11th AND 18th SEPTEMBER 2020)</u>		
BR/199/20/T Burlington Nursing Home 109-111 Victoria Drive Bognor Regis PO21 2DZ	Fell 8 No. Macrocarpa and 1 No. Bay	NO OBJECTION
BR/201/20/PL 29 Highcroft Crescent Bognor Regis PO22 8DH	Re-establishment of dwelling to form former pair of semi-detached bungalows (resubmission following BR/139/20/PL)	NO OBJECTION
BR/190/20/OUT 26 Burnham Avenue Bognor Regis PO21 2JU	Outline application with all matters reserved for 10 No. new dwellings consisting of 1 No. 1 bed property, 8 No. 2 bed properties & 1 No. 4 bed property with associated services, landscaping, car parking & amenity (resubmission following BR/49/19/OUT)	NO OBJECTION
BR/186/20/PL Noelbury Court Flat 3 5 Stocker Road Bognor Regis PO21 2QH	Minor alteration to rear elevation	NO OBJECTION
BR/209/20/HH Holyrood Sylvan Way Bognor Regis PO21 2RS	Proposed front and rear two storey extensions, raising the roof height, internal and external alterations	NO OBJECTION

<p>BR/213/20/PL Former Royal Bay Care Home 86 Aldwick Road Bognor Regis PO21 2PE</p>	<p>Temporary change of use from Care Home (C2) to temporary accommodation for seasonal agricultural workers for 12-month period (re-submission following BR/138/20/PL). This application is in CIL Zone 4 (Zero Rated) as 'other development'</p>	<p>OBJECTION Members continue to object to this application on the same grounds as submitted to BR/138/20/PL namely :</p> <p>Concern that such a large number of persons living in a confined space could encourage the spread of Coronavirus;</p> <p>Whilst it is acknowledged that this is an application for temporary accommodation for a 12-month period, there are concerns that this may turn into a permanent HMO;</p> <p>Intensification of use that would adversely affect the character of the area thereby affecting the public and neighbouring amenities;</p> <p>In support with WSCC Highways report, the Town Council also shared concerns in the result of generation of excessive parking demands which would harm nearby public amenity.</p>
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