



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 2nd NOVEMBER 2021

PRESENT: Cllr Mrs. J. Warr (Chairman), Cllrs: J. Barrett,
Mrs. S. Daniells, and B. Waterhouse

IN ATTENDANCE: Mrs. J. Davis (Civic & Office Manager)
No members of the public

The Meeting opened at 4.04pm

23. 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. Mrs. Staniforth, due to a family matter, and Cllr. Woodall who was unwell.

No apologies had been received from Cllrs. Cunard or Erskine.

24. DECLARATIONS OF INTEREST

The Chairman addressed those Members present to ask if they wished to confirm any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this Agenda.

As noted on the 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, Other Registrable 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 or Other Registrable 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 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.

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary, Other Registrable 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

25. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 21st SEPTEMBER 2021

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 21st September 2021 as an accurate record of the proceedings and the Chairman signed them.

26. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public present.

27. TO RATIFY DELEGATED DECISIONS INCLUDING: - RESPONSES MADE TO PLANNING APPLICATIONS ON LISTS DATED BETWEEN 17TH SEPTEMBER AND 1ST OCTOBER 2021; THE DECISION TO SUBMIT NO OBJECTION IN RELATION TO PAVEMENT LICENCE APPLICATION NUMBERS 115404 (2 LONDON ROAD) AND 115407 (2B LONDON ROAD), AND PREMISES LICENCE APPLICATION NUMBER 115408 (1 LONDON ROAD); COMMENTS SUBMITTED IN RESPONSE TO ADC'S DRAFT STREET TRADING AND MARKETS POLICY CONSULTATION

The Civic & Office Manager's report and Appendix detailing the relating applications was **NOTED**.

Following the cancellation of the Planning and Licensing Committee Meeting due to be held on 12th October, Members were instead canvassed for their opinion on the applications on the Lists dated between 17th September and 1st October 2021, and corresponding comments were submitted to Arun District Council by the Town Clerk under their Delegated Authority (appended to these Minutes as **Appendix 1**).

Furthermore, Members were canvassed for their opinion on two Pavement Licence applications, a Premises Licence application, and for comments in response to ADC's Draft Street Trading and Markets Policy Consultation.

The responses made to Planning Applications on lists dated between 17th 17th September and 1st October 2021; the decision to submit no objection in relation to Pavement Licence application numbers 115404 (2 London Road) and 115407 (2b London Road), and Premises Licence application number 115408 (1 London Road); and comments submitted in response to ADC's Draft Street Trading and Markets Policy Consultation, made under Delegated Authority, were **RATIFIED** by the Committee.

28. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 8th, 15th AND 22nd OCTOBER 2021

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

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

28.3 The Committee, having considered the applications, **RESOLVED** that its representations be forwarded to ADC (Appended to these Minutes as **Appendix 2**).

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

Licensing Act 2003

Premises: Butlin's, Upper Bognor Road, Bognor Regis, PO21 1JJ

Application Number: 115517

The Committee noted the application received to vary the Premises Licence to add a non-standard time for New Years Eve of 10.00 - 00.30 for all permitted licensable activities (with opening hours to be 10.00 - 01.00) in respect of the Temporary Entertainment Venue (known as Studio 36) only.

Members **RESOLVED** unanimously to offer **NO OBJECTION** to a Variation of Premises Licence being granted for Butlin's.

30. TO RECEIVE DETAILS OF ARUN DISTRICT COUNCIL'S INFRASTRUCTURE INVESTMENT PLAN (IIP) FINAL CONSULTATION OCTOBER 2021 AND TO CONSIDER ANY RESPONSE

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

Following a brief discussion, Members **AGREED** that the Infrastructure Investment Plan Consultation proforma should be returned to Arun District Council, with updates in relation to the Urban Greening Project, and further **AGREED** that no new infrastructure projects be identified at this time.

31. CORRESPONDENCE

The Committee noted receipt of correspondence previously circulated.

The Meeting closed at 4.47pm

**PLANNING APPLICATIONS DUE TO BE CONSIDERED AT THE
CANCELLED PLANNING AND LICENSING COMMITTEE MEETING SCHEDULED TO TAKE PLACE ON 12th OCTOBER
2021 FOR WHICH MEMBERS OF THE COMMITTEE WERE CANVASSED FOR THEIR OPINIONS AND
CORRESPONDING COMMENTS SUBMITTED BY THE TOWN CLERK UNDER HER DELEGATED AUTHORITY
(LISTS DATED 17th, 24th SEPTEMBER, AND 1st OCTOBER 2021)**

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

<p><u>BR/216/21/HH</u> 32 Wellington Road Bognor Regis PO21 2RR</p>	<p>Erection of single storey rear and side extension</p>	<p>NO OBJECTION</p>
<p><u>BR/219/21/HH</u> 25 Hillsboro Road Bognor Regis PO21 2DX</p>	<p>Erection of single storey side extension</p>	<p>NO OBJECTION</p>
<p><u>BR/201/21/PL</u> Ravenna Richmond Avenue West Bognor Regis PO21 2YG</p>	<p>Erection of a new building comprising of 3 No apartments (2 No 2 bed units & 1 No 1 bed unit), including alterations to the fenestration of the existing building (resubmission following BR/176/20/PL). This site is in CIL Zone 4 (Zero Rated) as flats</p>	<p>OBJECTION - Members unanimously objected to planning application BR/201/21/PL on the material planning grounds of Access and Highways safety - specifically access by emergency vehicles; the proposed layout and density of the buildings and resulting over development; and traffic generation. It is not felt that the grounds on which the original application (BR/176/20/PL) was refused have been addressed in this resubmission. For example, that the development results in an intensification of use of the proposal site that adversely affects the character of an existing building occupying the site and the character of established residential area which</p>

<p><i>BR/201/21/PL (cont.) Ravenna Richmond Avenue West Bognor Regis PO21 2YG</i></p>		<p>would affect neighbouring amenities and would fail to provide an adequate area of amenity space which would demonstrably harm the amenities of future and existing occupants; contrary to Policies D SP1, D DM1 and QE SP1 of the Arun Local Plan and relevant paragraphs of the NPPF. Furthermore, whilst parking spaces are now proposed, they do not meet the number required by ADC and would be subject to approval from WSCC in relation to a vehicle crossover licence.</p>
<p><u>BR/218/21/PL</u> CPR Ltd Unit 1 Dickenson Place Bognor Regis PO22 9QU</p>	<p>Provision of specialist paint booth in existing light industrial building including roof ducts/vents. This site is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO OBJECTION</p>
<p><u>BR/222/21/PL</u> Vincent House 75 Highfield Road Bognor Regis PO22 8PD</p>	<p>Creation of 1 No 1 Bed & 1 No 2 bed Units to roof space of existing block with 2 No new car parking space and revised access provision. This site is in CIL Zone 4 (Zero Rated) as flats</p>	<p>OBJECTION The addition of the proposed new units brings the total number of units for this development to that proposed in planning application BR/215/18/PL. Bognor Regis Town Council objected to planning application BR/215/18/PL on the grounds that the proposal did not include sufficient parking provision to meet the needs of future occupiers in accordance with the residential parking standards in use at the time and that it would result in an increase in pressure for on-street parking spaces which would be</p>

<p><i>BR/222/21/PL (cont.)</i> <i>Vincent House</i> <i>75 Highfield Road</i> <i>Bognor Regis</i> <i>PO22 8PD</i></p>		<p>harmful to the amenity of local residents by way of increased conflict/competition for existing spaces and the need for residents to park further away from their dwelling. It was therefore contrary to policies T SP1 and QE SP1 of the Arun Local Plan. This issue was upheld, at appeal, by the Planning Inspector who themselves concluded that "the proposed development would result in an increase in pressure for on-street parking spaces and therefore would be significantly harmful to the living conditions of future occupiers and existing residents". Members continue to be of the opinion that the addition of a further 2 units on this site would increase pressure for on-street parking and Bognor Regis Town Council, therefore, object to planning application BR/222/21/PL.</p>
<p><u>BR/224/21/HH</u> 3 Glencathara Road Bognor Regis PO21 2SF</p>	<p>Replacement conservatory with change of roof from pitch to flat roof</p>	<p>NO OBJECTION</p>
<p><u>BR/225/21/T</u> Hardy House 25 Nelson Road Bognor Regis PO21 2RY</p>	<p>Crown reduction of 1 No. Sycamore tree to height approx. 10m and spread approx. 8m</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>

<u>APPENDIX 2</u> <u>PLANNING AND LICENSING COMMITTEE MEETING HELD ON 2nd NOVEMBER 2021</u> <u>REPRESENTATIONS ON PLANNING APPLICATIONS ON LISTS DATED 8th, 15th AND 22nd OCTOBER 2021</u>		
<p><u>BR/234/21/PL</u> Butlin's Upper Bognor Road Bognor Regis PO21 1JJ</p>	<p>Rear extension to the existing temporary venue (Studio 36) to accommodate back of house facilities and associated works. This site is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO OBJECTION</p>
<p><u>BR/232/21/PL</u> Butlin's Upper Bognor Road Bognor Regis PO21 1JJ</p>	<p>Retention of existing temporary venue (Studio 36) which accommodates performance stage and seating, including mechanical ventilation system/external plant equipment, for an additional temporary period of 2 years (24 months) from the end of the 1-year period (ending 11 March 2022) granted for BR/292/20/PL. Also being applied for is a 1-night exemption from the restriction on hours of use approved under BR/292/20/PL (latest use of venue 23:00, latest egress of venue by 23:30) for New Year's Eve only to allow the use of the venue until 00:30 and egress of the venue by 01:00. This site is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO OBJECTION</p>
<p><u>BR/221/21/PL</u> Bognor Rugby Football Club Hampshire Avenue PO21 5JH</p>	<p>Variation of condition following grant of BR/93/18/PL relating to Condition No 2 - approved plans</p>	<p>NO OBJECTION</p>
<p><u>BR/233/21/HH</u> 77 Hillsboro Road Bognor Regis PO21 2DY</p>	<p>Hip to gable loft conversion with 2 x side dormers</p>	<p>NO OBJECTION</p>

<p><u>BR/235/21/HH</u> 15 Mayfield Road Bognor Regis PO21 5NA</p>	<p>Erection of single storey rear extension</p>	<p>NO OBJECTION</p>
<p><u>BR/237/21/T</u> 4 Monterey Gardens Bognor Regis PO21 2FY</p>	<p>Fell 1 No. Ash tree</p>	<p>NO OBJECTION</p>
<p><u>BR/213/21/HH</u> 12-14 The Steyne Bognor Regis PO21 1TP</p>	<p>Erection of front porch extension, installation of first floor double balcony and external facade alterations (This application may affect the character and appearance of The Steyne, Bognor Conservation Area)</p>	<p>NO OBJECTION</p>
<p><u>BR/242/21/OUT</u> Land rear of 94-100 Hook Lane Bognor Regis PO22 8AT</p>	<p>Outline application with all matters reserved except access for the demolition of existing bungalow to form new access for 6 No. detached chalet dwellings (resubmission following BR/124/21/OUT). This application may affect the setting of listed buildings & may affect the character & appearance of the Upper Bognor Road & Mead Lane Conservation Area</p>	<p>NO OBJECTION</p>
<p><u>BR/243/21/PO</u> Flat 4 Anglesea Court 11 Victoria Road South Bognor Regis PO21 2AA</p>	<p>Application under S106A (3) to modify the age restriction obligation on the legal agreement dated 6th April 1987 linked to planning permission BR/517/85</p>	<p>NO OBJECTION</p>
<p><u>BR/229/21/HH</u> 25 Pevensey Road Bognor Regis PO21 5NS</p>	<p>First floor side extension, mansard roof extension with 2 x side dormers and installation of crossover</p>	<p>NO OBJECTION</p>

<p><u>BR/240/21/PL</u> 9 Annandale Avenue Bognor Regis PO21 2ES</p>	<p>Change of use from a House of Multiple Occupation (class C4 up to 6 unrelated people) to a House of Multiple Occupation with over 6 unrelated people (Sui Generis). Construction of a first-floor rear extension over the kitchen and ground floor single storey extension remodelling the ground floor to create a new entrance and the replacement of the existing front door with a window. Removal of the existing chimney to the rear of the property and the removal of the small window on the 2nd floor (N E Elevation)</p>	<p>OBJECTION Due to a proliferation of smaller household typologies (and commensurate increase in population density) demand for parking has increased considerably which has led to amenity issues deriving from parking demands. Such amenity issues have involved anti-social blocking of driveways and overspill parking on roads which have prevented emergency service vehicles from using nearby streets. There would appear to be only off-road parking space outside the property at this current time. Permitting the proposed change of use from a House of Multiple Occupation (class C4 up to 6 unrelated people) to a House of Multiple Occupation with over 6 unrelated people (Sui Generis) would result in intensification of use that adversely affects the character of the area which would affect public and neighbouring amenities, and would result in the generation of excessive parking demands which would harm nearby public amenity, contrary to Policies H SP4 and QE SP1 of the Arun Local Plan.</p>
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