



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 11th JANUARY 2022

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

IN ATTENDANCE: Mrs. J. Davis (Assistant Clerk)
1 member of the public

The Meeting opened at 6.33pm

48. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed all those present. The Council's opening statement was read, and particular attention was drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders relating to public question time.

Apologies for absence had been received from Cllr. Cunard, who was unwell, and Cllr. Mrs. Staniforth, due to ongoing family illness.

No apologies had been received from Cllrs. J. Erskine and B. Waterhouse.

49. 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

50. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 7th DECEMBER 2021

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 7th December 2021 as an accurate record of the proceedings and the Chairman signed them.

51. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no questions or statements from the member of the public seated in the public gallery.

52. TO RATIFY DELEGATED DECISIONS INCLUDING RESPONSES MADE TO PLANNING APPLICATIONS ON LISTS DATED BETWEEN 3rd AND 10th DECEMBER 2021

The Assistant Clerk'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 21st December 2021, Members were instead canvassed for their opinion on the applications on the Lists dated between 3rd and 10th December 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**).

The responses made to Planning Applications on lists dated between 3rd and 10th December 2021 were **RATIFIED** by the Committee.

53. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 17th AND 24th DECEMBER 2021

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

- 53.2 The Committee noted that no representations had been received from members of the public, or neighbouring parishes, in respect of these applications.
- 53.3 The Committee, having considered the applications, **RESOLVED** that its representations be forwarded to ADC (Appended to these Minutes as **Appendix 2**).

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

There were no Premises Licence applications to be considered.

55. **TO RECEIVE DETAILS OF ARUN DISTRICT COUNCIL'S PLANNED ESSENTIAL MAINTENANCE WORK FOR FITZLEET MULTI STOREY CAR PARK AND TO AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE**

The Assistant Clerk's report was **NOTED**.

Members discussed ADC's planned essential maintenance work and welcomed investment in the Fitzleet Multi Storey car park. It was **AGREED** that when submitting these comments in response, that ADC be asked to also carry out any necessary repairs and maintenance to the car park lifts.

56. **CORRESPONDENCE**

The Committee noted receipt of correspondence previously circulated.

The Meeting closed at 7.14pm

PLANNING APPLICATIONS DUE TO BE CONSIDERED AT THE CANCELLED MEETING OF THE PLANNING AND LICENSING COMMITTEE THAT WAS TO BE HELD ON 21st DECEMBER 2021 FOR WHICH MEMBERS OF THE COMMITTEE WERE CANVASSED FOR THEIR OPINIONS AND CORRESPONDING COMMENTS SUBMITTED BY THE TOWN CLERK UNDER HER DELEGATED AUTHORITY (AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 3rd AND 10th DECEMBER 2021)

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

<p><u>BR/247/21/PL</u> Ancient Mariner Hotel 59 West Street Bognor Regis PO21 1XB</p>	<p>Change of use from single dwelling (C3) to 6 No self-contained flats (C3), a 10-bedroom co-living housing unit (Sui Generis) & insertion of 3 No new front windows. This application affects the character & appearance of The Steyne, Bognor Conservation Area</p>	<p>OBJECTION 59 West Street occupies a prominent position in relation to West Street and the Esplanade. It is listed as a 'Building and Structure of Character' in ADC's SPD and should be considered as a non-designated heritage asset within the conservation area. Current ADC SDP re Conservation Areas states:</p> <p>"S1.2. Conservation areas are statutorily defined as "areas of special architectural or historical interest, the character or appearance of which it is desirable to preserve or enhance" (Section 69 of the Planning (Listed Building and Conservation Areas) Act 1990)</p> <p>S1.3. Special features of these areas include not only individual buildings but various factors such as: historic street patterns and building layouts; the mix of uses; scale and detailing of buildings; materials; street furniture; vistas; and even the spaces between buildings.</p> <p>S1.4. The principle of conservation is to protect and preserve those buildings, features, spaces, activities and uses which form the particular character and appearance of an area, whilst allowing for appropriate change and new development which preserves or enhances that special character.</p> <p>S1.5. The Council's aims in respect of Conservation Areas include the following:</p> <ul style="list-style-type: none"> • Protection of Conservation Areas from inappropriate and damaging development;
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*BR/247/21/PL (cont.)
Ancient Mariner Hotel
59 West Street
Bognor Regis
PO21 1XB*

- Where new development is appropriate, to encourage design of the highest standard and which respects the character of the Conservation Area."

Whilst acknowledging that the current use of this building is residential, the Town Council would welcome an application to turn this back into tourist accommodation, given its history as a hotel and the prime position it enjoys in our seaside resort.

The plans propose to provide 6 No. self-contained flats and a 10-bedroom co-living housing unit (an HMO by any other name), marketed to young professionals. There is disappointment at the lack of affordable housing in the proposal. In total, 13 No. double bedrooms and 6 No. single bedrooms are shown on the plans. Were each bedroom accommodated to their full capacity then this would result in 32 persons residing at the property, with no parking provision included in the proposals. The proposed development does not include sufficient residential parking provision to meet the needs of future occupiers in accordance with the residential parking standards in use at the time and this will result in an increase in pressure for on-street parking spaces which will be harmful to the amenity of existing local residents in the town centre area. 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.

No evidence has been provided to demonstrate whether or not there is existing spare parking capacity in the surrounding area. The proposal is therefore in conflict with Arun Local Plan Policy T SP1, the Councils Parking Standards supplementary planning document (January 2020) and the National Planning Policy

<p><i>BR/247/21/PL (cont.)</i> <i>Ancient Mariner Hotel</i> <i>59 West Street</i> <i>Bognor Regis</i> <i>PO21 1XB</i></p>		<p>Framework (2019). Given the evidently small-scale gardens that surround the property, Members do not feel that adequate areas of open space, suitable for up to 32 persons, can be provided in this application, particularly in making provision for the drying of clothes outdoors and the storage of refuse.</p>
<p><u>BR/261/21/PL</u> 7 Longford Road Bognor Regis PO21 1AA</p>	<p>Retention of 6 bed 10 person HMO. This site may affect the character & appearance of the Bognor Regis Railway Station Conservation Area & is in CIL Zone 4</p>	<p>NO OBJECTION</p>
<p><u>BR/258/21/T</u> 252 Hawthorn Road Bognor Regis PO21 2UP</p>	<p>Crown reduction of 1 No. Quercus Robur (English Oak) to height 18m and spread 8m</p>	<p>NO OBJECTION</p>
<p><u>BR/267/21/PL</u> Former Westside Supplies Unit West of 17 to 18 Durban Road Bognor Regis PO22 9QT</p>	<p>Development of a new build four storey block of flats for 24 units (13 No 1 bed and 11 No 2 bed). This application is in CIL Zone 4 (Zero Rated) as flats</p>	<p>NO OBJECTION</p>
<p><u>BR/270/21/HH</u> 70 Chestnut Grove Bognor Regis PO22 9JE</p>	<p>Conversion of roof space to habitable use, addition of a front dormer and rooflights</p>	<p>NO OBJECTION</p>

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 11th JANUARY 2022
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 17th and 24th DECEMBER 2021)**

BR/273/21/PL
198 Aldwick Road
Bognor Regis
PO21 2YQ

Construction of Dog Grooming and Fertility Clinic including part change of use from C3a to Sui Generis. This application is in CIL Zone 4 (zero rated) as other development

OBJECTION Members unanimously objected to planning application BR/273/21/PL on the material planning grounds of: - Access and highway safety, based on the close proximity of the property in relation to a very busy roundabout that serves as a gateway into the Town; Noise, nuisance and disturbance from the scheme, with concerns for the negative impact excessive noise of barking/crying dogs would have on neighbouring properties enjoyment of their gardens, for example. Noise concerns also included personal accounts of how noisy certain dryers used when grooming dogs could be.

Members felt that the proposals would have a negative effect on the character of the neighbourhood. This is a commercial business in a residential area and would be out of character with the locality.

Questions were asked about the suitability of the proposed drainage system.

<p><u>BR/268/21/PL</u> The Gables Hotel 28 Crescent Road Bognor Regis PO21 1QG</p>	<p>Retrospective application for change of use from Hotel (C1 Hotels) to large 9 bed HMO (Sui Generis)</p>	<p>NO OBJECTION Having objected to planning application BR/273/18/PL (Change of use from Hotel (C1 Hotels) to 4 No. Flats (C3 Dwelling House) including enlarged dormer & additional door on SE elevation) Members continue to be disappointed to have lost a hotel in a Town famed as a tourist destination. Nonetheless, since BR/268/21/PL is a retrospective application, Members felt there were not adequate grounds on which to object.</p>
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