



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 7th JUNE 2022

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

IN ATTENDANCE: Mrs. J. Davis (Assistant Clerk)

The Meeting opened at 6.32pm

9. 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. Mrs. Daniells, who was on annual leave, and Cllr. Goodheart who was attending another meeting. Apologies for absence were also received from Cllr. Erskine but no reason was given. Belated apologies for absence were received from Cllr. Stanley who was on annual leave.

No apologies for absence were received from Cllr. Cunard.

10. 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

11. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 17th MAY 2022

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 17th May 2022 as an accurate record of the proceedings and the Chairman signed them.

12. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public seated in the public gallery, therefore, the meeting was not adjourned.

13. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 13th, 20th AND 27th MAY 2022

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

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

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

14. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS

14.1 **Licensing Act 2003**
Premises: Sofia Market Ltd, High Street, Bognor Regis, PO21 1RX

Licence Number: 116496

The Committee noted the Licence application received for a New Premises Licence for the supply of alcohol between the hours of 07:00 and 23:00 Monday to Saturday, and from 08:00 until 23:00 on Sunday for consumption off the premises.

Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence being granted, subject to the satisfaction of the Licensing Authorities.

14.2 Licensing Act 2003

Premises: Coastal Coffee Bognor Ltd, Pier Point House, 1 Waterloo Square, Bognor Regis, PO21 1TA
Licence Number: 116518

The Committee noted the Licence application received for a New Premises Licence for the supply of alcohol between the hours of 09:00 and 23:00 Monday to Sunday for consumption on and off the premises.

Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence being granted, subject to the satisfaction of the Licensing Authorities.

15. TO RECEIVE DETAILS OF ADC'S UPDATES TO GREEN INFRASTRUCTURE MAPS AND TO CONSIDER AND AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE

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

Having considered ADC's proposed updates to the Green Infrastructure Map for Bognor Regis, and having no objection to the updated version, Members **AGREED** to submit no comment in response.

16. CORRESPONDENCE

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

The Meeting closed at 7.42pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 7th JUNE 2022
REPRESENTATIONS ON PLANNING APPLICATIONS ON LISTS DATED 13th, 20th AND 27th MAY 2022

<p><u>BR/94/22/HH</u> <u>38 Bassett Road</u> Bognor Regis PO21 2JH</p>	<p>Roof extension to create 2 additional annex including the installation of 4 x dormers and balcony and alterations to fenestration/openings</p>	<p>OBJECTION The development results in an intensification of use that adversely affects the character of the area which would affect public and neighbouring amenities and would fail to provide an adequate area of amenity space which would demonstrably harm the amenities of future occupants; contrary to Policies H SP4 and QE SP1 of the Arun Local Plan.</p> <p>Furthermore, the proposal would have the appearance of an unduly cramped form of development which is out of character and would have an unacceptable impact on the established pattern of development in the locality in conflict with policies D DM1 and D SP1 of the Arun Local Plan and Part P of the Arun Design Guide.</p> <p>The development does not include sufficient residential parking provision to meet the needs of future occupiers in accordance with the residential parking standards in use</p>
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<p><i>BR/94/22/HH (continued)</i> <i>38 Bassett Road</i> <i>Bognor Regis</i> <i>PO21 2JH</i></p>		<p>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 area. 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 NPPF.</p> <p>Members of the Town Council's Planning and Licensing Committee would respectfully encourage those involved with the final decision on this application to attend a site-visit with a view to gaining a personal insight into the already excessive demands on parking in the area.</p>
<p>BR/104/22/HH 37 Murina Avenue Bognor Regis PO21 2DB</p>	<p>Single storey flat roof side and rear extension</p>	<p>NO OBJECTION</p>

<p>BR/99/22/HH 21 Shelley Road Bognor Regis PO21 2SL</p>	<p>Roof extension and conversion of loft to habitable use including the installation of 1 x rear dormer and rooflights</p>	<p>NO OBJECTION</p>
<p>BR/102/22/PL 98-100 Chichester Road Bognor Regis PO21 5AA</p>	<p>Variation of condition imposed under BR/315/19/PL relating to condition 2-plans condition</p>	<p>NO OBJECTION</p>
<p>BR/108/22/CLE 9 Annandale Avenue Bognor Regis PO21 2ES</p>	<p>Lawful development certificate for an existing 10 person HMO (sui generis)</p>	<p>NO OBJECTION</p>
<p>BR/91/22/PL 32 Richmond Avenue Bognor Regis PO21 2YE</p>	<p>Changing a current HMO from 6 persons to 9 persons</p>	<p>NO OBJECTION</p>
<p>BR/63/22/PL Salisbury House The Steyne Bognor Regis PO21 1TX</p>	<p>Change of use of 5 No self-contained flats for adults with learning difficulties to 5 No self-contained flats and formation of 5 No further flats from HMO rooms, garage and office, repairs and decoration of external surfaces, minor alterations to elevation facing Sadler Street, change one window facing rear courtyard to French doors & apply obscure film to 2 windows in courtyard area. This application affects the setting of listed buildings, affects the character & appearance of The Steyne Conservation Area and is in CIL Zone 4 (Zero Rated) as flats</p>	<p>OBJECTION Members object to this application, on the grounds that parking requirement has increased considerably in The Steyne, which has led to amenity issues deriving from parking demands in this already congested and narrow street. Adding additional flats would result in the generation of further excessive parking demands, inevitably causing complications for access for emergency service vehicles and harming public amenity in this</p>

<i>BR/63/22/PL (continued)</i> <i>Salisbury House</i> <i>The Steyne</i> <i>Bognor Regis</i> <i>PO21 1TX</i>		important heritage area of the Town; this would be contrary to Policies H SP4 and QE SP1 of the Arun Local Plan. Members also felt this would be an overdevelopment of the site.
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