



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
E-mail: bognortc@bognorregis.gov.uk

MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 28th JUNE 2022

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: Mrs. S. Daniells,
J. Erskine, M. Stanley, B. Waterhouse and P. Woodall

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

The Meeting opened at 6.30pm

17. 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. Barrett who had a Mayoral engagement. No apologies for absence were received from Cllrs. Cunard or Goodheart.

18. 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

19. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 7th JUNE 2022

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 7th June 2022 as an accurate record of the proceedings and the Chairman signed them.

20. 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.

21. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 3rd, 10th AND 17th JUNE 2022

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

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

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

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

There were no Licence applications to be considered.

23. TO RECEIVE DETAILS OF ADC'S PROPOSED UPDATES TO THE PLANNING COMPLIANCE STRATEGY AND TO CONSIDER AND AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE

The Assistant Clerk's report, and the related appendix, were **NOTED**.

Members considered the changes proposed in ADC's Planning Compliance Strategy (May 2022) and discussed in some detail the full contents of the updated document.

In reference to the ways in which breaches could be reported, as outlined in Section 8, concern was expressed by Members that only allowing for priority 1 cases to be reported by email or telephone would be putting hurdles in the way of reporting breaches falling within priorities 2-4. Insisting that breaches of lesser priority be reported using an online form was seen as prohibitive to those without access to the internet.

With Members of the Committee aware of the frequent public objection to planning applications involving HMOs in Bognor Regis, it was felt that breaches in relation to these types of properties should be in priority 2, rather than 4 as proposed in the Strategy.

Members noted that under 3.3 of the report to ADC's Planning Committee on 25th May 2022 it was stated that, due to difficulties in recruiting, instead of a full complement of 5 enforcement officers there is currently only one part time officer. As a result of this, the Council are unable to deal with the number of enforcement cases that they continue to receive. It is understood that this has led to the revised Strategy with a view to streamlining the process.

As an alternative to updating the Planning Compliance Strategy, the report suggests that the Strategy could remain the same but that this comes with the danger that customers will be given unrealistic levels of service that will mean that more unsustainable levels of complaints will be received with an increase in customer dissatisfaction.

Members **AGREED** to submit the comments above in relation to reporting breaches and HMOs, as detailed in the proposed updates, to ADC. However, in responding to the consultation, Members also **AGREED** to inform ADC that the Town Council would prefer for Arun to stick with the current Planning Compliance Strategy and focus instead on recruitment to address the lack of enforcement officers.

24. CORRESPONDENCE

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

The Meeting closed at 7.16pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 28th JUNE 2022
REPRESENTATIONS ON PLANNING APPLICATIONS ON LISTS DATED 3rd, 10th AND 17th JUNE 2022

<p><u>BR/114/22/HH</u> <u>5 Highland Avenue</u> Bognor Regis PO21 2BJ</p>	<p>Erection of single storey rear extension following the demolition of existing rear lean-to.</p>	<p>NO OBJECTION</p>
<p><u>BR/118/22/HH</u> <u>26 Westway</u> Bognor Regis PO22 8BZ</p>	<p>Erection of side/rear extension following demolition of existing side garage and rear extension and removal of chimney.</p>	<p>NO OBJECTION</p>
<p><u>BR/123/22/HH</u> <u>5 Arnhem Road</u> Bognor Regis PO21 5LB</p>	<p>Erection of single storey rear extension following demolition of existing rear outbuilding and shed.</p>	<p>NO OBJECTION</p>
<p><u>BR/117/22/HH</u> <u>82 Victoria Drive</u> Bognor Regis PO21 2TA</p>	<p>Erection of part first floor extension over existing ground floor including part two storey element to rear with Juliette balcony to front elevation, widening of drop kerb and replacement boundary wall.</p>	<p>NO OBJECTION</p>
<p><u>BR/133/22/HH</u> <u>48 Victoria Drive</u> Bognor Regis PO21 2TF</p>	<p>Removal of rear lean to projection and erection of a single storey rear extension.</p>	<p>NO OBJECTION</p>