



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 4th APRIL 2023

PRESENT: Cllrs: J. Barrett, Mrs. S. Daniells, S. Goodheart and B. Waterhouse

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

The Meeting opened at 4.04pm

109. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

Due to the absence of the Chairman, Cllr. Mrs. Warr, the Vice Chairman, Cllr. Goodheart, took the chair.

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. Woodall who was working. No apologies for absence were received from Cllrs. Cunard, Erskine or Mrs. Warr.

110. 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

111. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 14th MARCH 2023

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 14th March 2023 as an accurate record of the proceedings and the Chairman signed them.

112. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

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

113. TO RATIFY DELEGATED DECISIONS INCLUDING RESPONSES MADE TO PLANNING APPLICATIONS ON LIST DATED 3rd MARCH 2023

The Assistant Clerk's report and Appendix detailing the relating applications was **NOTED**.

Owing to an administrative error, Planning Applications BR/40/23/PL and BR/41/23/PL on list dated 3rd March 2023, were not considered by the Planning and Licensing Committee at their meeting held on 14th March 2023. Upon discovering the error on the day following the meeting, Members of the Planning and Licensing Committee were instead canvassed for their opinion on the applications, 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 list dated 3rd March 2023 were **RATIFIED** by the Committee.

114. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 10th, 17th AND 24th MARCH 2023

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

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

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

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

Licensing Act 2003

Premises: Pagham Bowls Club, Swansea Gardens, Bognor Regis, PO21 2JG

Licence Number: 117901

The Committee noted the application received for a Club Premises Certificate for the supply of alcohol for consumption on and off the premises Monday to Sunday from 11.00 until 22.30 and New Years Eve from 11.00 until 00.00.

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

116. TO RECEIVE DETAILS OF WSCC'S POST-16 TRANSPORT CONSULTATION AND TO CONSIDER AND AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE

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

Having considered the consultation documents, Members **AGREED** to submit any responses to WSCC's Post-16 Transport Consultation individually, rather than as a Committee.

117. CORRESPONDENCE

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

The Meeting closed at 4.32pm

**PLANNING APPLICATIONS MISSED OFF THE LIST OF THOSE DUE TO BE CONSIDERED AT MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 14th MARCH 2023
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 LIST DATED 3rd MARCH 2023)**

<p><u>BR/40/23/PL</u> The Rock Bar & Restaurant 41 – 43 High Street Bognor Regis PO21 1RX</p>	<p>Creation of a roof terrace & covered bar & canopy with timber decked seating areas and raised deck area, new doors into first floor of building, internal timber screening to plant, increase in height of side walls to 2.5m / 3.35m & water feature 500mm above existing roof. This site is in CIL Zone 4 (Zero Rated) as other development</p>	<p>NO OBJECTION</p>
<p><u>BR/41/23/PL</u> The Rock Bar & Restaurant 41 – 43 High Street Bognor Regis PO21 1RX</p>	<p>Variation of conditions 3 and 4 following the grant of BR/73/16/PL relating to opening hours and hours of use of outside seating area</p>	<p>NO OBJECTION</p>

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 4th APRIL 2023
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 10th, 17th AND 24th MARCH 2023)**

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

<p>BR/21/23/PL 110 Aldwick Road Bognor Regis PO21 2PD</p>	<p>Demolition of existing store building and erection of 1 No 2-bed cottage (resubmission following BR/183/22/PL). This application is in CIL Zone 4 and is CIL Liable as a new dwelling</p>	<p>NO OBJECTION</p>
<p>BR/58/23/PL Portland House 47 West Street Bognor Regis PO21 1XB</p>	<p>General repair improvement works including re-rendering, reroofing, repair and replacement of windows, insulation and plastering. Internal alterations. Associated landscape works including proposed detached storage building. This application affects the setting of a Listed Building, affects the character and appearance of The Steyne, Bognor Conservation area and is in CIL Zone 4 (zero rated) as other development</p>	<p>NO OBJECTION Members are in full support of the proposed improvements and repairs to preserve and, where possible, reinstate the original character of the building.</p>
<p>BR/59/23/L Portland House 47 West Street Bognor Regis PO21 1XB</p>	<p>Listed building consent for general repair improvement works including re-rendering, re roofing, repair and replacement of windows, insulation and plastering. Replace existing timber railings on external staircase with black-painted metal railings. Removal of redundant drainage pipes and gas lines to rear elevation. Internal alterations including changes to layout to include removal of walls, doors and removal & replacement of fireplaces and relocation of kitchen and bathroom on First floor. Associated landscape works including new detached storage building</p>	<p>NO OBJECTION Members are in full support of the proposed improvements and repairs to preserve and, where possible, reinstate the original character of the building.</p>

<p><u>BR/44/23/HH</u> <u>112 Linden Road</u> Bognor Regis PO21 2BD</p>	<p>Drop kerb</p>	<p>NO OBJECTION</p>
<p><u>BR/55/23/T</u> <u>Grosvenor Court</u> Norfolk Square Bognor Regis PO21 2JD</p>	<p>2 No. Lime Trees (T1 & T2) crown raise to 3.5m. Remove or shorten selected branches to ensure 1.5m clearance from 8 Royal Norfolk Mews to the North</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>
<p><u>BR/61/23/HH</u> <u>44 Hawthorn Road</u> Bognor Regis PO21 2DD</p>	<p>Removal of existing lean-to extension and erection of single storey rear extension</p>	<p>NO OBJECTION</p>