



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 23rd APRIL 2024

PRESENT: Cllr. Mrs. J. Warr (Chair), Cllrs: S. Goodheart (during Min. 191), P. Ralph, B. Waterhouse and Mrs. G. Yeates

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

The Meeting opened at 4.02pm

186. WELCOME BY CHAIR

The Chair 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.

187. APOLOGIES FOR ABSENCE AND THEIR APPROVAL, SUBJECT TO MEETING THE AGREED CRITERIA

Apologies for absence were received from Cllrs. Barrett, Miss. Needs and Woodall with the Clerk recommending that the reasons given were acceptable. These absences were **APPROVED** by Members.

188. DECLARATIONS OF INTEREST

The Chair 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 Chair 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

189. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 2nd APRIL 2024

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the meeting held on 2nd April 2024 as an accurate record of the proceedings and the Chair signed them.

190. 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.

191. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 29th MARCH, 5th AND 12th APRIL 2024

Cllr. Goodheart arrived at the Meeting

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

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

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

192. TO RATIFY ANY PAVEMENT LICENCE APPLICATION REPRESENTATIONS SUBMITTED BY THE TOWN CLERK IN ACCORDANCE WITH THE DELEGATED AUTHORITY AND PROCESS

Having considered Pavement Licence Application Number: 119568, in relation to Charlie Charlie 1, 56A High Street, Bognor Regis, West Sussex, PO21 1SP, Members **AGREED** to offer **NO OBJECTION** to the application

to place 5 tables and 15 chairs directly outside the premises, Monday to Friday 8.00am – 5.00pm, Saturday and Sunday 8.30am - 4.30pm.

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

**193.1 Local Government (Miscellaneous Provisions) Act 1982
Premises: London Road, Bognor Regis
Licence Number: 119582**

The Committee noted the application for Annual Street Trading Consent for an Individual Trader (Fashion Clothing), Monday to Sunday, 9.00am – 5.00pm.

Members **RESOLVED** to raise **NO OBJECTION** to the Consent being granted.

194. TO CONSIDER AND AGREE ANY RESPONSE TO ADC'S ARUN LOCAL PLAN 2023 - 2041 DIRECTION OF TRAVEL DOCUMENT ISSUES AND OPTIONS REGULATION 18 CONSULTATION

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

Members considered it important for the Town Council to submit a representation in response to the consultation but required more time to consider the consultation documents and to allow for the opportunity to attend the ADC Drop-In Sessions to be held at Bognor Regis Town Hall on Thursday 25th April and Friday 3rd May 2024.

Therefore, it was **AGREED** that the Assistant Clerk would re-circulate the consultation documents on the understanding that each Councillor responding to the consultation questions would do so by replying to the Assistant Clerk, and all Committee Members, by no later than midday on Monday 13th May 2024. Members **RESOLVED** to give Delegated Authority to the Assistant Clerk to enable them to submit the collated responses to ADC by the deadline of 5pm on 13th May, with this representation to be subsequently ratified at the Committee Meeting to be held on 14th May 2024.

195. CORRESPONDENCE

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

Additional correspondence included: -

- 195.1** WSCC - Public Notice that the use of Linden Road, Bognor Regis, from junction with Town Cross Avenue to Victoria Drive is temporarily prohibited from 16th April. The restriction will be in place 24hrs and is necessary to allow SGN to carry out emergency repairs on a gas leak safely. It is anticipated the works will be completed by 24th April. Emergency vehicle, Residential and Pedestrian access will be maintained at all times. The alternative route for traffic will be signed on site. This notice will be effective for a maximum of 21 days from the date given above.

- 195.2** WSCC – Public Notice that the use of Rowan Way, Bersted, from junction with Rowan Way Roundabout to junction with North Bersted Street is temporarily prohibited from 18th April. The restriction will be in place 1 night only, 8pm – 6am. This emergency closure is necessary to allow Balfour Beatty to undertake urgent carriageway patching. It is anticipated the works will be completed by 19th April. Emergency vehicle, Residential and Pedestrian access will be maintained at all times. The alternative route for traffic will be signed on site. This notice will be effective for a maximum of 21 days from the date given above.

The Meeting closed at 4.55pm

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 23rd APRIL 2024
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS 29th MARCH, 5th AND 12th APRIL 2024)**

Please Note: there were no planning applications for Bognor Regis on List dated 29th March 2024. Furthermore, owing to an amendment in the description of works, planning application BR/46/24/HH, which was the only application for Bognor Regis featured on List dated 5th April 2024, was subsequently re-advertised the following week.

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

<p><u>BR/46/24/HH</u> (re-advertised) <u>45 Mead Lane</u> Bognor Regis PO21 2TH</p>	<p>Rear dormer extension and alterations to fenestrations at rear. (This application may affect the character and appearance of the Upper Bognor Road & Mead Land Conservation Area).</p>	<p>NO OBJECTION However, concerns arise from the proposed roof light and the residential amenity of neighbours owing to proximity. The comments of the Conservation Panel, in relation to style, are supported.</p>
<p><u>BR/50/24/PL</u> <u>Hook House</u> 51 Hook Lane Bognor Regis PO22 8AR</p>	<p>Change of use from a 4-bedroom dwelling to a 6-bedroom student HMO (resubmission following BR/180/23/PL). This site is in CIL Zone 4 (Zero Rated) as other development.</p>	<p>OBJECTION The HMO would result in a proliferation and over concentration of such uses in an area with an Article 4 direction which removed permitted development rights for C3 to C4 changes. The additional HMO would result in harm to the character of the area by virtue of harm associated with a further House in Multiple Occupation to the wellbeing of the local community due to the number of such uses contrary to policy HSP 4 (a) of the Arun Local Plan.</p> <p>The previous application proposed parking for 4 cars, and yet the</p>

BR/50/24/PL (continued)
Hook House
51 Hook Lane
Bognor Regis
PO22 8AR

resubmitted application form suggests that only 2 car parking spaces are now proposed, with no evidence of cycle storage provision. The provision of only 2 car parking spaces would contribute to the generation of excessive parking demands causing harm to the amenity of the area contrary to policy HSP4 (b) of the Arun Local Plan.

Despite the comments in ADC's decision notice when refusing BR/180/23/PL, it is not evident that the applicant has resubmitted sufficient information to adequately assess the flood risks posed by the development, especially in regard to people and climate change, and the proposal continues to be in conflict with Arun Local Plan Policy W DM2, the NPPF and associated guidance in that the site lies in Flood Zone 3.

Additionally, it cannot be determined where the applicant has responded to ADC's concerns, and it appears that they have still not satisfactorily demonstrated that sufficient external amenity space/open space is provided by the property for the six students. This conflicts with Arun Local Plan Policy H SP4 (c), and Part H of the Arun Design Guide.