



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 25th JUNE 2024

PRESENT: Cllr. Mrs. J. Warr (Chair), Cllrs: J. Barrett, D. Dawes,
P. Ralph, B. Waterhouse and Mrs. G. Yeates

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

The Meeting opened at 4.00pm

27. 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.

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

No apologies for absence had been received from Cllrs. Goodheart and Woodall. The absences could not, therefore, be approved.

29. 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

30. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 4th JUNE 2024

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the meeting held on 4th June 2024 as an accurate record of the proceedings and the Chair signed them.

31. 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.

32. CLERK'S REPORT FROM PREVIOUS MINUTES

There was nothing to report.

33. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 31st MAY, 7th AND 14th JUNE 2024

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

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

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

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

There had been no Pavement Licence applications received for Bognor Regis.

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

There had been no Premises Licence applications, including any Variations or other Licence applications, received.

36. TO CONSIDER WSCC'S PROPOSALS FOR TWO PERMANENT TRAFFIC REGULATION ORDERS (TROS) IN RELATION TO THE ESPLANADE, BOGNOR REGIS, AND TO AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE

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

Members spoke of The Esplanade being a prime destination for visitors and residents in 'Sunniest Bognor Regis' and agreed that making the area more pedestrian friendly would be of benefit.

It was **AGREED** to submit comments in response to WSCC, in **SUPPORT** of the proposals for two permanent traffic regulation orders in relation to The Esplanade, Bognor Regis. It was further **AGREED**, to include within the response a request for the 20mph speed limit to be extended further along The Esplanade to enhance the offering to pedestrians. In particular, Members would like to see the distance of the 20mph speed limit extended to the corner of Gloucester Road as this was an area known for traffic accidents, some of which had been fatal, owing to the bend in the road.

37. TO CONSIDER COMMENTS MADE DURING PUBLIC QUESTION TIME IN RELATION TO POTHOLES, AND AGREE ANY ACTION (MIN. 6 OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON 3rd JUNE 2024 REFERS)

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

Those present agreed with the views shared by the member of the public, as detailed in the report, in relation to the poor condition of local roads and the presence of potholes which often arose following works carried out by utility companies.

Members **AGREED** to write to West Sussex County Council to enquire whether there is an onus on utility companies carrying out works on the highway to repair the road surface to a satisfactory standard and, if so, to ask why this wasn't being enforced.

38. CORRESPONDENCE

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

Additional correspondence included: -

- 38.1** WSCC - Public Notice that Central Avenue to Collyer Avenue will be temporarily closed to all traffic on 11th July 2024 for up to 5 days (it is estimated to be completed on 11th July 2024) and is required for the safety of the public and workforce while BT undertakes a daytime footpath closure

for tree cutting works to enable a new aerial cable to be installed. The restriction will be in place daytime only from 09:30 until 15:30. An alternative route will be signed on site and access maintained for emergency services only. Pedestrians should follow the diversion route for access. For information regarding this closure please contact Sunbelt Rentals on behalf of BT on 03700 500 792 who will be able to assist with scope of these works.

38.2 WSCC - Public Notice that Hawthorn Road, between the junctions with Chichester Road and Linden Road, will be temporarily closed to all traffic on 15th July 2024 for up to 5 days (it is estimated to be completed on 15th July 2024) and is required for the safety of the public and workforce while Southern Water undertakes carriageway repair works. The restriction will be in place daytime only from 09:30 until 16:00. An alternative route will be signed on site with access maintained for emergency services, residents and pedestrians. For information regarding this closure please contact Cappagh Browne on behalf of Southern Water on 0330 303 0368 who will be able to assist with scope of these works.

38.3 WSCC - Public Notice that Lyon Street, will be temporarily closed to all traffic on 16th July 2024 for up to 5 days (it is estimated to be completed on 17th July 2024) and is required for the safety of the public and workforce while T-Mobile (UK) Limited undertakes an overnight road closure, required to allow T-Mobile/EE to undertake telecoms testing and maintenance. The restriction will be in place overnight only from 22:00 until 05:00. An alternative route will be signed on site but please visit <https://one.network/?tm=138276643> for more details. Access maintained for emergency services and pedestrians only. All other vehicles should follow the diversion route for access. For information regarding this closure please contact Chevron TM on behalf of T-Mobile (UK) Limited who will be able to assist with scope of these works.

38.4 WSCC - Public Notice that Shripney Lane, for a distance of approximately 21 metres, will be temporarily closed to all traffic on 16th July 2024 for up to 5 days (it is estimated to be completed on 17th July 2024) and is required for the safety of the public and workforce while BT undertakes an overnight road closure to allow safe access to underground telecoms assets. The restriction will be in place overnight only from 20:00 until 06:00. An alternative route will be signed on site but please visit <https://one.network/?tm=138500917> for more details. Access maintained for emergency services, residents and pedestrians. For information regarding this closure please contact Sunbelt Rentals on behalf of BT on 0370 050 0792 who will be able to assist with scope of these works.

The Meeting closed at 4.29pm

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE
PLANNING AND LICENSING COMMITTEE HELD ON 25th JUNE 2024
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS 31st MAY, 7th AND 14th JUNE 2024)**

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

<p><u>BR/81/24/T</u> <u>University of Chichester</u> Upper Bognor Road Bognor Regis PO21 1HR</p>	<p>Various works to various trees.-</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/89/24/T</u> <u>43C Pevensey Road</u> Bognor Regis PO21 5NY</p>	<p>1 No. Horse Chestnut crown lift to 2.5m and to reduce branches on south side leaving 6m length. 1 No. Oak to reduce branches on north side leaving 4m length and to reduce branches on north/east side leaving 6m length.</p>	<p>OBJECTION The Tree Survey gives no indication as to the condition of the trees, nor does the application and the applicant fails to provide reasons for the work, as stipulated on the form where trees are protected by a Tree Preservation Order (TPO).</p> <p>Due to their siting, height and form, the trees that are subject to the TPO are attractive features that make a significant positive contribution to the character and appearance of the surrounding area and amenity.</p> <p>The trees are mature, and to allow this work to be carried out will likely lead to future pressure for these important trees to be felled or lopped. The stress that repeated pruning would cause to them would be likely to erode their stature,</p>

<p><i>BR/89/24/T (continued)</i> 43C Pevensey Road Bognor Regis PO21 5NY</p>		<p>health and longevity, and would be detrimental to the character and appearance of the locality.</p> <p>The proposal is in conflict with Arun Local Plan Policy ENV DM4.</p> <p>At this time, without further information, the Town Council do not consider there to be substantial reasons for the proposed work to be carried out.</p>
<p><u>BR/90/24/PL</u> <u>48 Gracelands Rest Home</u> Richmond Avenue Bognor Regis PO21 2YE</p>	<p>Change the use of No.48 Richmond Avenue from C2 Residential Institution to C3 Dwelling house. This application is in CIL zone 4 and is CIL liable as a new dwelling.</p>	<p>NO OBJECTION</p>
<p><u>BR/77/24/PL RE-ADVERTISED</u> <u>Cordell House Rest Home</u> 120 Victoria Drive Bognor Regis PO21 2EJ</p>	<p>Change of use of a C2 Residential care home into a 9 No. bed C4 House in Multiple Occupation (following the grant of BR/12/23/PL) including changes to fenestrations and associated works. This application is in CIL Zone 4 (Zero Rated) as other development. Re-advertised owing to an amended description.</p>	<p>OBJECTION The Town Council's comments submitted to ADC on 5th June 2024 remain unchanged in relation to planning application BR/77/24/PL, regardless of the amended description.</p> <p>Despite the Local Planning Authority having conditionally approved the scheme for an HMO at this location, under planning application BR/12/23/PL, the Town Council continues to object to this household type. There is anecdotal evidence from residents living in Victoria Drive, and the neighbouring roads, that there already exists pressure for on-street parking spaces at this location. A 360° view</p>

BR/77/24/PL (continued)
Cordell House Rest Home
120 Victoria Drive
Bognor Regis
PO21 2EJ

using Google Maps shows cars parked up on pavements which causes issues for pedestrians and those with buggies, wheelchairs and mobility scooters, for example. This additional HMO will only exacerbate the problem thereby causing adverse harm to the amenity of existing local residents in the area, resulting in an intensification of use that adversely affects the character of the area, contrary to Policies H SP4 and QE SP1 of the Local Plan. Criterion (b) of Policy H SP4 requires HMOs to not contribute to the generation of excessive parking demands and requires that capacity is provided for or exists to cater for any demand likely to be generated.