



# BOGNOR REGIS TOWN COUNCIL

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## **MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING**

**HELD ON TUESDAY 8<sup>th</sup> OCTOBER 2024**

**PRESENT:** Cllr. Mrs. J. Warr (Chair), Cllrs: J. Barrett, D. Dawes (during Min. 90.2), S. Goodheart (during Min. 90.2), P. Ralph, B. Waterhouse and P. Woodall

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

*The Meeting opened at 4.00pm*

### **84. 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.

### **85. APOLOGIES FOR ABSENCE AND THEIR APPROVAL, SUBJECT TO MEETING THE AGREED CRITERIA**

Apologies for absence were received from Cllr. Mrs. Yeates with the Clerk recommending that the reason given was acceptable. This absence was **APPROVED** by Members.

No apologies for absence had been received from Cllrs. Dawes and Goodheart so these could not, therefore, be approved.

### **86. 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***

**87. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 17<sup>th</sup> SEPTEMBER 2024**

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the meeting held on 17<sup>th</sup> September 2024 as an accurate record of the proceedings and the Chair signed them.

**88. 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.

**89. CLERK'S REPORT FROM PREVIOUS MINUTES**

There was nothing to report.

**90. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 13<sup>th</sup>, 20<sup>th</sup> AND 27<sup>th</sup> SEPTEMBER 2024**

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

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

***Cllrs. Dawes and Goodheart arrived at the Meeting***

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

Owing to their arriving part-way through the consideration of the final planning application (BR/170/24/HH), Cllrs. Dawes and Goodheart **ABSTAINED** from voting and asked that this be recorded in the Minutes.

- 91. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO, PREMISES LICENCE 120235: ICE RINK, LAND AT CAR AND COACH PARKING, LONDON ROAD, BOGNOR REGIS**

- 91.1 Licensing Act 2003  
Premises: Ice Rink, Land at Car and Coach Parking, London Road, Bognor Regis  
Licence Number: 120235**

The Committee noted the application for a Premises Licence for the supply of alcohol for consumption on and off the premises, Monday to Sunday between the hours of 10:00 and 21:00.

Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence being granted for the reasons outlined in the application.

- 92. TO CONSIDER ANY PAVEMENT LICENCE APPLICATIONS INCLUDING PAVEMENT LICENCE 120228: COSTA COFFEE, 33 LONDON ROAD, BOGNOR REGIS AND PAVEMENT LICENCE 120236: CAFÉ CENTRAL, 46A LONDON ROAD, BOGNOR REGIS**

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

- 92.1 Business and Planning Act 2020  
Premises: Costa Coffee, 33 London Road, Bognor Regis  
Licence Number: 120228**

The Committee noted the application received for a Pavement Licence for 17 tables with 34 chairs, to be placed on the pavement directly outside the premises.

Members **RESOLVED** to raise **NO OBJECTION** to the Pavement Licence for Costa Coffee being granted for the reasons outlined in the application.

- 92.2 Business and Planning Act 2020  
Premises: Café Central, 46A London Road, Bognor Regis  
Licence Number: 120236**

The Committee noted the application received for a Pavement Licence for 6 tables with 20 chairs, to be placed on the pavement directly outside the premises.

Members **RESOLVED** to raise **NO OBJECTION** to the Pavement Licence for Café Central being granted for the reasons outlined in the application.

**92.3 Business and Planning Act 2020**  
**Premises: Rocks Bar & Grill, 41 - 43 High Street, Bognor Regis**  
**Licence Number: 120252**

The Committee noted that another Pavement Licence application had been received, for Rocks Bar & Grill, for 4 tables with 16 chairs to be placed directly outside of the premises.

Members **RESOLVED** to raise **NO OBJECTION** to the Pavement Licence for Rocks Bar & Grill being granted for the reasons outlined in the application.

**93. TO CONSIDER WSCC'S PROPOSALS TO MAKE A PERMANENT TRAFFIC REGULATION ORDER IN CLARENCE ROAD, BOGNOR REGIS, AND AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE TO THE CONSULTATION**

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

Members **RESOLVED** to **AGREE** to raise **NO OBJECTION** in response to WSCC's proposals to make a permanent Traffic Regulation Order in Clarence Road, Bognor Regis.

**94. TO RECEIVE DETAILS OF WSCC'S PROPOSED TRANSPORT IMPROVEMENTS ALONG THE A259 BETWEEN BOGNOR REGIS AND CHICHESTER IN PREPAREDNESS TO CONSIDER ANY RESPONSE TO THE PUBLIC CONSULTATION AT THE COMMITTEE MEETING TO BE HELD ON 29<sup>th</sup> OCTOBER**

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

Members attention was drawn to the link within the report from which the consultation documents could be found, with a reminder that they would be asked for any comments at the next Committee Meeting.

**95. CORRESPONDENCE**

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

Additional correspondence included: -

**95.1** WSCC - Invitation to participate in stakeholder engagement in relation to the draft Highway Network Management Plan (HNMP) to set out the approach taken to all aspects of highway network management in West Sussex. Circulated via email to Committee Members on 7<sup>th</sup> October with notification that the consultation will be included on the next agenda.

**95.2** WSCC - Public Notice that Essex Road, Bognor Regis, will be temporarily closed to all traffic between the junctions with Town Cross Avenue and Hawthorn Road on 28<sup>th</sup> October 2024 for up to 5 days (it is estimated that the work will be completed by 28<sup>th</sup> October). The restriction will be in

place, daytime only, from 09:30 until 16:00 and is necessary for the safety of the public and workforce while Southern Water carry out carriageway repairs. An alternative route will be signed on site but please visit <https://one.network/?tm=139774422> for more details. Access maintained for emergency services, residents and pedestrians. For information regarding this closure please contact Cappagh Browne on behalf of Southern Water on 03303 030368 who will be able to assist with the scope of these works.

- 95.3** ADC - Notification that planning application BR/67/24/PL (Flat 1, 4 Nelson Road, Bognor Regis, PO21 2RY), to which the Town Council objected, is expected to be determined by ADC's Planning Committee at their meeting to be held on 16<sup>th</sup> October 2024.

***The Meeting closed at 4.34pm***

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING OF THE  
PLANNING AND LICENSING COMMITTEE HELD ON 8<sup>th</sup> OCTOBER 2024  
(AS ADVERTISED BY ARUN DISTRICT COUNCIL ON LISTS DATED 13<sup>th</sup>, 20<sup>th</sup> AND 27<sup>th</sup> SEPTEMBER 2024)**

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

<p><b><u>BR/163/24/HH</u></b> <b><u>31 Victoria Road</u></b> Bognor Regis PO21 2RP</p>	<p>Erection of a rear outbuilding.</p>	<p><b>NO OBJECTION</b></p>
<p><b><u>BR/127/24/PL</u></b> <b><u>Fraser Court</u></b> High Street Bognor Regis PO21 1HG</p>	<p>Replace wooden balcony balustrades with metal balustrades.</p>	<p><b>NO OBJECTION</b></p>
<p><b><u>BR/153/24/HH</u></b> <b><u>4 Ivy Crescent</u></b> Bognor Regis PO22 8AB</p>	<p>Single storey front extension.</p>	<p><b>NO OBJECTION</b></p>
<p><b><u>BR/170/24/HH</u></b> <b><u>11 Chichester Road</u></b> Bognor Regis PO21 2XG</p>	<p>Conversion of loft to habitable use including installation of 4 No. front dormers and rear rooflights.</p>	<p><b>NO OBJECTION</b> Whilst Members have no objection to the proposals to convert the loft to create a games room (as per the plans), Town Councillors have observed very poor parking practice during the ongoing development. This has created obstructions to the sightlines of road users as they approach the busy roundabout opposite the site. The Town Council would ask that this is conveyed to the applicant and that this antisocial behaviour cease.</p>