



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 9th OCTOBER 2018

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: Mrs. S. Daniells,
S. Goodheart and P. Woodall

IN ATTENDANCE: Mrs. J. Davis (Civic & Office Manager)

The Meeting opened at 6.36pm

99. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present and went through the evacuation procedure in the event of a fire. Apologies for absence were received from Cllr. Cosgrove who was unwell, and Cllr. Dillon who had a prior engagement. No apologies for absence were received for Cllr. Enticott.

100. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this 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 or Ordinary interest
- c) the nature of the interest
- d) if it is an Ordinary interest whether they intend to leave the room for the discussion and vote
- e) if it is a Disclosable Pecuniary interest, and therefore must leave the room 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.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should

be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests 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.

Cllr. Mrs. Daniells stated that, as a Member of Arun District Council, she will be voting on the matters before her having regard only to such information as placed before the Town Council. If she should come to consider any matters again at the District Council, and further information may be available, she will consider the information available at that time and may come to a different decision

101. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 18th SEPTEMBER 2018

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 18th September 2018 as an accurate record of the proceedings and the Chairman signed them.

102. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no members of the public present.

103. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS

Min. 91 - 18th September 2018 - To consider bicycle signage on London Road precinct, Bognor Regis

The Civic & Office Manager gave a verbal update to the Committee regarding the letter sent to WSCC, in reference to cycling along the London Road Precinct, as requested by Members at the Planning and Licensing Meeting held on 18th September 2018 (Min. 91 refers).

The Area Highway Manager, for Arun District, at WSCC has confirmed that there is a current Traffic Regulation Order (Pedestrian Zone entering from the south and No Entry coming from the north) that prohibits cycling between Santander and Macari's Café, with the enforcement of the restrictions being a matter for Sussex Police. It was explained that Byelaws are only used on the highway when there is no other relevant legislation available to deal with the issue.

Members instructed that the matter be placed on the Agenda for further consideration, at the Planning and Licensing Committee Meeting to be held on 30th October 2018.

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

There were none.

105. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 21st, 28th SEPTEMBER, AND 5th OCTOBER 2018

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

105.2 The Committee noted that representations had been received from the public regarding Planning Applications BR/231/18/PL and BR/130/18/PO. No representations had been received from neighbouring parishes, in respect of these applications.

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

106. TO CONSIDER COMMENTING ON ANY SIGNIFICANT PLANNING APPLICATIONS OUTSIDE THE WARDS OF BOGNOR REGIS, THAT MAY IMPACT ON THE INFRASTRUCTURE OF BOGNOR REGIS ON LISTS DATED 21st, 28th SEPTEMBER, AND 5th OCTOBER 2018

There were none.

107. NOTIFICATION OF ANY APPLICATIONS TO BE CONSIDERED AT THE NEXT ADC DEVELOPMENT CONTROL COMMITTEE MEETING

There were none.

108. NOTIFICATION OF ANY CHANGES TO APPLICATIONS PREVIOUSLY CONSIDERED BY THE COMMITTEE WITH CONSIDERATION FOR ANY FURTHER COMMENTS

There were none.

109. TO CONSIDER REQUEST FROM PAGHAM PARISH COUNCIL FOR CALL IN OF APPLICATIONS FOR PAGHAM (MIN. 14, OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 30th MAY 2017, REFERS)

The Civic & Office Manager's report was noted.

Members **AGREED** that the Town Council still has concerns over the proposed developments for Pagham, and instructed the Civic & Office Manager to email the National Planning Casework Unit (NPCU) to confirm this position.

110. TO RESOLVE TO SUSPEND STANDING ORDERS TO CONSIDER PREVIOUS DECISION (S.O. 16.1)

The Committee **RESOLVED** to Suspend Standing Orders (S.O. 16.1 refers) to enable them to give further consideration of Planning Application BR/191/18/PL - Demolition of 2 & 3 storey building with mixed use (commercial & dwellings). This application affects the character and appearance of the Steyne, Bognor Regis Conservation Area. 2-4 Waterloo Square, Bognor Regis, PO21 1SU (Min. 95 refers).

Members **RESOLVED** to further consider their previous decision and Standing Orders were therefore reinstated.

111. FURTHER CONSIDERATION OF PLANNING APPLICATION BR/191/18/PL - DEMOLITION OF 2 & 3 STOREY BUILDING WITH MIXED USE (COMMERCIAL & DWELLINGS). THIS APPLICATION AFFECTS THE CHARACTER AND APPEARANCE OF THE STEYNE, BOGNOR REGIS CONSERVATION AREA. 2-4 WATERLOO SQUARE, BOGNOR REGIS, PO21 1SU (MIN. 95 REFERS)

The Committee were presented with two further Structural Engineers reports that provided a greater understanding of the internal state of the building.

Having considered the evidence within the reports, Members were minded to return to the Committee's original decision in support of demolition and **RESOLVED** to **AGREE** to rescind the decision made at the Planning and Licensing Meeting held on 18th September 2018, to raise an 'Objection' to Planning Application BR/191/18/PL.

Furthermore, Members **RESOLVED** to **AGREE** that a representation of 'No Objection' be submitted in regard to demolition.

However, the Committee stressed that any future Planning Applications on this site must adhere to the aspirations of the Bognor Regis 2015-2030 Neighbourhood Development Plan (NDP). Particular reference was made to Policy 3 of the Bognor Regis NDP pertaining to the Old Town whereby applicants are encouraged to demonstrate how proposed changes make a positive contribution to Bognor Regis' seaside town identity by making clear reference to the Bognor Characterisation study, 2014.

Additionally, 2-4 Waterloo Square is identified by Arun District Council as a building or structure of character. Whilst Members regretfully feel that the building, in its current state, should be demolished they unanimously

agree that any future Planning Applications on the site must contribute to the character and appearance of the conservation area in which it resides.

The Town Council invites any potential developer for 2-4 Waterloo Square to deliver a presentation of future planning proposals, with firm plans to regenerate and develop the site with drawings for proposed changes.

112. TO CONSIDER THE NECESSITY FOR ANY REVIEW OF THE NEIGHBOURHOOD PLAN

The Civic & Office Manager's report was noted.

Members **AGREED** to **RECOMMEND** that no review of the Neighbourhood Plan be undertaken at this time.

113. CORRESPONDENCE

The Committee noted receipt of correspondence previously circulated and the following was brought to Members attention:

Additional correspondence included:-

- 113.1 ADC - Call for sites Gypsy and Traveller and Travelling Showpeople. Matter to be placed on agenda for consideration at the Planning and Licensing Committee Meeting to be held on 30th October 2018.**
- 113.2** CPRE - Autumn Appeal: focus on nature.
- 113.3** WSCC - Planned Roadworks Report: 3rd-17th October 2018. Emailed to Councillors and uploaded to social media.
- 113.4** WSCC - Road Closure Public Notice for Hawthorn Road, Bognor Regis, from the junction with Marshall Avenue to junction with Nyewood Lane, on 29th October 2018.
- 113.5** CPRE - Campaigns Update, 6th October 2018.
- 113.6** WSCC - Road Closure Public Notice at T-Junction Section where Frith Road, Westloats Lane and Gravits Lane intersect, 24th-25th October 2018.

The Meeting closed at 8.00pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 9th OCTOBER 2018
REPRESENTATIONS ON LISTS DATED 21st, 28th SEPTEMBER, AND 5th OCTOBER 2018

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

<p>BR/229/18/PL Mountbatten Court Belmont Street Bognor Regis PO21 1JW</p>	<p>Free standing safety guard rail at roof level</p>	<p>NO OBJECTION</p>
<p>BR/224/18/PL School House Bersted Street Bognor Regis PO22 9QE</p>	<p>Change of use from a residential dwelling (C3 dwelling house) to childcare day nursery (D1 non-residential institution)</p>	<p>NO OBJECTION</p>
<p>BR/231/18/PL Ashley House 120 Aldwick Road Bognor Regis PO21 2PB</p>	<p>Part 2 & part 3 storey extensions, relocation of bin store & new cycle stores</p>	<p>NO OBJECTION The Committee, having noted the comments submitted to ADC by a neighbour, would like reassurance that the 35 car parking spaces provided at the Butlin's site are still provided, utilised, and their usage continues to be for Butlin's staff only. Furthermore, should this planning application be approved, and occupancy increased, then Members would like to see the shuttle bus between Aldwick Road and the Butlin's site reinstated.</p>
<p>BR/130/18/PO Flat 1-7 Clarence Gate Clarence Road Bognor Regis</p>	<p>Application to remove a planning obligation dated 18th September 1987 under planning reference BR/75/87/ relating to age restriction</p>	<p>NO OBJECTION</p>

BR/241/18/A Bognor Regis Railway Station Station Road Bognor Regis PO21 1QF	2 No. internally fascia signs on ATM on north elevation	NO OBJECTION
BR/240/18/L Bognor Regis Railway Station Station Road Bognor Regis PO21 1QF	Listed building consent for the installation of an ATM through the second window to right of entrance on north elevation	NO OBJECTION
BR/223/18/L The Royal Norfolk Hotel The Esplanade Bognor Regis PO21 2LH	Listed building consent for internal alterations to create additional 11 No. bedrooms & new external door to staff bedroom	NO OBJECTION
BR/207/18/HH 84 Brooks Lane Bognor Regis PO22 8DN	Single storey side extension	NO OBJECTION
BR/236/18/L Esmonde House Flat 3, 13 The Steyne Bognor Regis PO21 1TX	Application for Listed Building Consent for internal works/alterations & additions	NO OBJECTION