



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 4th DECEMBER 2018

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

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

The Meeting opened at 6.30pm

140. 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, due to family commitments, Cllrs. Mrs. Daniells and Dillon, who were attending another meeting, and Cllr. Stanley who was working. Furthermore, in line with the report given at the November Town Council Meeting, Cllr. Enticott was also absent.

141. 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 Interest - 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.

There were no declarations of Interest

142. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 20th NOVEMBER 2018

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 20th November 2018 as an accurate record of the proceedings and the Chairman signed them.

143. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public present.

144. CLERK'S REPORT FROM PREVIOUS MINUTES

144.1 18th September 2018 - Min. 93 - Garden Town initiative

A reply had been received from the Director of Place at Arun District Council, in response to a letter sent by the Town Council to the Chief Executive. It was confirmed that Officers at Arun District Council had been considering the implications of the initiative. The District Council believes that with all the homes that have to be delivered as part of the current Local Plan, the focus should fall on them rather than any hypothetical proposals of which they are not currently aware of.

144.2 18th September 2018 - Min. 97 - Listed Building process

Members noted that the new owners of the building would be exhibiting the proposed plans on 6th December 2018, with members of their project team available to explain the scheme. Town Councillors have been invited to attend the exhibition and asked to contact the Civic & Office Manager by no later than 17th December 2018 with any comments they may have in relation to previous considerations on this matter. The issue will then be placed on an agenda for a future meeting.

144.3 30th October 2018 - Min. 125 - Cycling Matters

A reply had been received from Sussex Police & Crime Commissioner, Mrs Katy Bourne, in response to a letter sent by the Town Council expressing ongoing concerns about cycling in the London Road Precinct, Bognor Regis. The Commissioner has brought the matter to the attention of the local District Commander, Chief Inspector Ottery, for his consideration and attention.

144.4 20th November 2018 - Min. 138 - Tree Preservation Orders

Arun District Council have confirmed that there are presently no Tree Preservation Orders in place around the Queensway car park. There has been no response, to date, from the member of the public who had been asked to provide details of the trees to which they had referred to during public question time and statements at the Council Meeting held on 5th November 2018.

145. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS. ALSO, VARIATION TO PREMISES LICENCE 111224: BEST KEBAB, 18 QUEENSWAY, BOGNOR REGIS

Licensing Act 2003

Premises: Best Kebab, 18 Queensway, Bognor Regis

Licence Number: 111224

Members considered the Variation application to Premises Licence: 111224 by Best Kebab and discussed the details of the application.

Whilst the Committee did not object to the scheduled days/timings to supply alcohol, Members **RESOLVED** to **OBJECT** to the application for the sale of alcohol for consumption off the premises on the following grounds:- Prevention of crime and disorder; and the prevention of public nuisance.

There were concerns over alcohol being available to purchase at such an early hour, especially due to where this premises is situated in the Town Centre, and the potential for issues with street drinkers and anti-social behavior in nearby areas such as the Sunken Gardens and Queensway car park. The Town Council has been working successfully with other organisations and the police to address the situation of street drinking in Bognor Regis and this application goes against this work.

146. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 23rd AND 30th NOVEMBER 2018

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

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

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

147. 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 23rd AND 30th NOVEMBER 2018

There were none.

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

ADC Development Control Meeting - 12th December 2018.

**BR/225/18/PL - Change of use of land to allow events & associated temporary structures & equipment & portable buildings for use by businesses associated with those events
Place St Maur Des Fosses, Belmont Street, Bognor Regis**

It was noted that the Committee had raised **NO OBJECTION** at their meeting on 18th September 2018 and therefore would not be making further representations at the next ADC Development Control Committee Meeting.

149. CORRESPONDENCE

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

Additional correspondence included: -

149.1 Housing, Communities and Local Government Committee - Government responds to Land Value Capture Report.

149.2 WSCC - Planned Roadworks Report 28th November-12th December 2018. Circulated to Committee and uploaded to Facebook.

The Meeting closed at 7.16pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 4th DECEMBER 2018
REPRESENTATIONS ON LISTS DATED 23rd AND 30th NOVEMBER 2018

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

<p>BR/290/18/PL Wilton House 37 West Street Bognor Regis PO21 1FS</p>	<p>Removal & replacement of all existing windows & doors to front, rear & side elevations from double glazed timber sash windows & doors to PVCu windows & doors to match the existing in profile & pattern. This application affects the character & appearance of The Steyne, Bognor Regis Conservation Area & may affect the setting of listed buildings</p>	<p>NO OBJECTION on the grounds that the replacements are sympathetically designed to match the existing profile.</p>
<p>BR/298/18/HH 3 Westloats Lane Bognor Regis PO21 5LG</p>	<p>Removal of existing conservatory & erection of side & rear single storey extension & roof alterations to form new 2nd floor with rear dormer projection</p>	<p>NO OBJECTION</p>
<p>BR/227/18/PL 1-2 Lyon Street Bognor Regis</p>	<p>Demolition & erection of storage unit with flat roof</p>	<p>NO OBJECTION</p>
<p>BR/301/18/HH Sudbury Westloats Lane Bognor Regis PO21 5JZ</p>	<p>Rear single storey extension</p>	<p>NO OBJECTION</p>