



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
E-mail: bognortc@bognorregis.gov.uk

MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 12th MARCH 2019

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

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

Prior to the Meeting, a pre-meeting briefing was held with the Deputy Vice-Chancellor (Sustainability and Enterprise), Professor Seamus Higson, and Director of Estate Management, Mr John Kingdon, from the University of Chichester to discuss planning applications on the Bognor Regis Campus

The Meeting opened at 6.37pm

211. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present and went through the evacuation procedure in the event of a fire. The Civic & Office Manager gave apologies for Cllr. Cosgrove, who was unwell, Cllr. Dillon for family commitments, and Cllr. Stanley who was working, and read the following statement:

"Members are invited to note that no apologies have been received from Cllr. Enticott. At the Full Council Meeting held on 11th March 2019, having received recommendations from an Assessment Panel Hearing into complaints made against Cllr. Enticott, Members resolved to suspend Cllr. Enticott from all Committees and Sub-Committees of the Council for the remainder of the term of this Administration. This will be reviewed again at the Annual Town Council Meeting."

212. 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

213. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 19th FEBRUARY 2019 AND THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 25th FEBRUARY 2019

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 19th February 2019 and the Minutes of the Extraordinary Meeting held on 25th February 2019 as an accurate record of the proceedings and the Chairman signed them.

214. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public present.

215. CLERK'S REPORT FROM PREVIOUS MINUTES

215.1 19th February 2019 - Min. 200 - To consider premises licence applications including any variations and any other licence applications

At the Planning and Licensing Committee Meeting held on 19th February 2019, other than a Review of a Premises Licence, there were no further applications to consider at that time. However, in the 21st February edition of the Bognor Observer newspaper the following adverts for Premises Licence applications appeared;

Reel Fruits, 6-8 Waterloo Square, Bognor Regis, PO21 1SU: Family Entertainment Centre Premises Licence

Mr P's Classic Amusements, 6-8 Waterloo Square, Bognor Regis, PO21 1SU: Adult Gaming Centre Premises Licence

With the deadline for representations to be submitted given as 26th February, details were circulated via email to the Town Council's Planning and Licensing Committee, and Members asked to respond to the Civic & Office Manager before the deadline for submission of comments.

Following consultation, Members **RESOLVED** to **AGREE** to submit the following comments in regard to both Premises Licence applications:

"Members of the Town Council's Planning and Licensing Committee, having considered this application, have no objection to the licence being granted subject to the satisfaction of the Licensing Authorities."

215.2 19th February 2019 - Min. 201.3 - Planning Application BR/35/19/HH (Culver Cottage, 37 Aldwick Road, Bognor Regis, PO21 2LN)

At the Planning and Licensing Committee Meeting held 19th February 2019, Members submitted an objection to Planning Application BR/35/19/HH. Following a formal written request from the District Ward Councillor, confirmation was received from the Chairman of ADC's Development Control Committee (DCC) that the Planning Application would be determined by DCC should the Arun Planning Officer's recommendation for this application be to approve and, therefore, at variance with the Town Council comments.

215.3 19th February 2019 - Min. 203 - Notification of any applications to be considered at the next ADC Development Control Committee Meeting

Following the Planning and Licensing Committee Meeting held on 19th February 2019, notification was received that Planning Application BR/263/18/PL (St Josephs, Albert Road, Bognor Regis), to which the Town Council objected, was to be determined by ADC's Development Control

Committee at the meeting held 6th March 2019. Members were advised of this by email and the application was subsequently permitted.

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

There were no Premises Licence applications to be considered.

217. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 15th AND 22nd FEBRUARY, AND 1st MARCH 2019

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

217.2 The Committee noted that representations had been received from the public in relation to Planning Application BR/57/19/HH. The Committee noted that no representations had been received from neighbouring parishes, in respect of these applications.

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

218. 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 15th AND 22nd FEBRUARY, AND 1st MARCH 2019

There were no significant planning applications, outside the Wards of Bognor Regis, to be considered.

219. TO CONSIDER COMMENTING ON PLANNING APPLICATION WSCC/024/19: NYEWOOD C OF E JUNIOR SCHOOL, BRENT ROAD, BOGNOR REGIS, WEST SUSSEX, PO21 5NW - ERECTION OF NEW HALL AND TEMPORARY MAIN RECEPTION

Having considered Planning Application WSCC/024/19, Members **RESOLVED** to **AGREE** that no comment be submitted in respect of the application.

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

There were none.

221. TO RECEIVE A VERBAL REPORT FOLLOWING MEETING REGARDING FACILITIES AT BOGNOR REGIS RAILWAY STATION BY EITHER THE CHAIRMAN OF COMMITTEE OR CLLR. GOODHEART - MIN. 199.3 REFERS

Cllr. Goodheart gave a short verbal report to Members, following a meeting that he had attended with Cllr. Mrs. Warr, regarding facilities at Bognor Regis Railway Station.

Assurances were given at the meeting, with the Station Manager and a Network Rail Community Officer, that issues such as CCTV, lighting and roof repairs were on a list of scheduled works.

Members **AGREED** that a summary of the meeting and actions outstanding, regarding facilities at Bognor Regis Railway Station, should be drafted and agreed with Network Rail, and considered by the Planning and Licensing Committee at a future meeting for any further action to be taken.

222. TO NOTE THE LIST OF PATHS ON THE WSCC RIGHTS OF WAY SERVICES SUMMER SURFACE VEGETATION CLEARANCE PROGRAMME FOR BOGNOR REGIS

The list of paths was **NOTED**.

223. TO CONSIDER COMMENTING ON PRE-CONSULTATION FOR TELECOMMUNICATIONS SITE UPGRADE AT FITZLEET HOUSE, BOGNOR REGIS

Having considered the proposed telecommunications site upgrade at Fitzleet House, Bognor Regis, Members **RESOLVED** to **AGREE** that no comment be submitted in response to pre-application discussion.

224. CORRESPONDENCE

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

Additional correspondence included: -

- 224.1** WSCC - A29 Realignment Scheme. Members were advised that this matter will be an Agenda item at the Planning and Licensing Committee Meeting to be held 2nd April 2019.

The Meeting closed at 7.29pm

APPENDIX 1
PLANNING AND LICENSING COMMITTEE MEETING HELD ON 12th MARCH 2019
REPRESENTATIONS ON LISTS DATED 15th AND 22nd FEBRUARY, AND 1st MARCH 2019

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

<p>BR/239/18/PL 9 London Road Bognor Regis PO21 1PQ</p>	<p>Part change of use from retail (A1 Shop) to flats (C3 Dwellinghouses) to include rear extension & conversion of first floor to create 2 No.1 bedroom flats & conversion of second floor flat to create 1 No. 1 bedroom flat. This application may affect the setting of a listed building</p>	<p>NO OBJECTION</p>
<p>BR/37/19/A 60 High Street Bognor Regis PO21 1FB</p>	<p>Installation of 1 1500mm high (non-illuminated) acrylic sign to the front elevation to cover 1 no redundant atm</p>	<p>NO OBJECTION</p>
<p>BR/39/19/PL Butlin's Upper Bognor Road Bognor Regis PO21 1JJ</p>	<p>Application for Variation of Conditions following the grant of Planning Permission BR/240/16/PL relating to Condition 2 & Planning Permission BR/331/17/PL relating to condition 1 - approved plans</p>	<p>NO OBJECTION</p>
<p>BR/42/19/PL Unit 3 Dickinson Place South Bersted Business Park Bognor Regis PO22 9QU</p>	<p>Single storey front extension</p>	<p>NO OBJECTION</p>

<p>BR/50/19/PL The Hatters Inn 2-8 Queensway Bognor Regis PO21 1QT</p>	<p>Amendment to previously approved scheme (BR/266/17/PL) for 24 flats. This application may affect the setting of a listed building & may affect the character & appearance of The Steyne, Bognor Conservation Area</p>	<p>NO OBJECTION</p>
<p>BR/47/19/CLE 150 Aldwick Road Bognor Regis PO21 2PA</p>	<p>Lawful development certificate for the existing use of building as 6 self-contained flats</p>	<p>NO OBJECTION</p>
<p>BR/57/19/HH 9 Ellasdale Road Bognor Regis PO21 2SG</p>	<p>Dismantle existing front boundary brick wall and erect a new 180 cm brick front wall</p>	<p>NO OBJECTION</p>
<p>BR/61/19/HH 34 Ivydale Road Bognor Regis PO21 5LY</p>	<p>Ramp access to existing front door</p>	<p>NO OBJECTION</p>