



# **BOGNOR REGIS TOWN COUNCIL**

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

### **HELD ON TUESDAY 19<sup>th</sup> NOVEMBER 2019**

**PRESENT:** Cllr. S. Goodheart (Chairman), Cllrs: J. Barrett, Mrs. S. Daniells, J. Erskine, Ms. A. Sharples and Mrs. J. Warr

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

*The Meeting opened at 6.33pm*

#### **135. 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 had been received from Cllr. Smith who was working.

#### **136. 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.

***There were no declarations of Interest***

**137. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 29<sup>th</sup> OCTOBER 2019**

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 29<sup>th</sup> October 2019 as an accurate record of the proceedings and the Chairman signed them.

**138. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS**

There were no members of the public present.

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

**139.1 Min. 83 - 27<sup>th</sup> August 2019 - Windsock proposal**

In response to an enquiry made by the Town Council, regarding the installation of a windsock on an existing pole to the east of the Pier, a letter was received from ADC's Group Head of Community Wellbeing. The Town Council's Planning and Licensing Committee were thanked for the suggestion and the matter was discussed by relevant colleagues at ADC.

The letter stated that, in ADC's experience, visitors to the coast, particularly those that participate in water sports, are inclined to look at sport specific weather 'apps' when planning their activity as they want to know not only the prevailing conditions but also the forecasted conditions. Weather 'apps' are apparently very sophisticated and provide a wide range of detailed and specific information from wind speed, wave height, tides to rating the condition of the surf.

ADC have suggested that it may be more helpful for the Town Council to promote weather 'apps' alongside the webcam to assist visitors to Bognor Regis in gauging the conditions for their visit.

**139.2 Min. 129.1 - 29<sup>th</sup> October 2019 - Application for Variation of Premises Licence Number: 9528 - Bognor Pier Leisure Ltd, Club Vision and Sports Bar, Bognor Pier, The Esplanade, Bognor Regis**

Following on from the objection submitted to Arun District Council, as agreed by the Planning and Licensing Committee at the meeting held 29<sup>th</sup> October 2019, the Licensing Team contacted the Civic & Office Manager to advise of a change to the application.

The agent for the applicant agreed on their behalf to reduce the hours for the supply of alcohol off the premises with food from 08:00 to 05:00 to 08:00 to 00:00. The Licensing Team at Arun District Council regard this as a substantial reduction resulting in the Town Council's representation being successful.

**140. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 25<sup>th</sup> OCTOBER, 1<sup>st</sup> AND 8<sup>th</sup> NOVEMBER 2019**

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

**140.2** The Committee noted that representations had been received from the public in respect of planning applications BR/208/19/PL, BR/233/19/PL and BR/298/19/PL. There had been no representations received from neighbouring parishes in respect of these applications.

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

**141. 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 25<sup>th</sup> OCTOBER, 1<sup>st</sup> AND 8<sup>th</sup> NOVEMBER 2019**

There were none.

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

Members were informed that the ADC Development Control Committee Meeting scheduled for 4<sup>th</sup> December 2019 has been cancelled as a result of the General Election.

**143. TO CONSIDER PREMISES LICENCE APPLICATIONS INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS**

There were no Premises Licence applications to consider.

**144. TO CONSIDER WSCC IMPROVING LOCAL PLACES AND SPACES SCHEMES**

The Civic & Office Manager's report was **NOTED**.

Members were keen to explore ways in which the local area could be improved by adopting some of the schemes promoted in the 'Improving Local Places and Spaces' report. There was already evidence that local residents might be interested in participating in these schemes and comment was made that every little bit, that each person could do, would have a positive impact in the Town.

Members **RESOLVED** to **AGREE** that ways in which the Town Council could support the delivery of the schemes be investigated and that the matter be **REFERRED** to the Community Engagement and Environment Committee to discuss how to progress with these schemes.

**145. TO DISCUSS THE ISSUE OF STREET LIGHTING, AS RAISED AT THE COUNCIL MEETING HELD 4<sup>th</sup> NOVEMBER 2019 - MIN. 117 REFERS, AND AGREE ANY ACTIONS**

The Civic & Office Manager's report was **NOTED**.

Members were informed that West Sussex County Council (WSCC) are not actively installing any additional lighting in unlit roads or areas due to budget constraints. However, a request could be logged for a particular road, by sending an email to [westsussexpfi@sse.com](mailto:westsussexpfi@sse.com). These requests are then recorded and presented to WSCC once a year to be reviewed on a case by case basis.

Members **RESOLVED** to **AGREE** that any resident contacting the Town Council in relation to concerns about a lack of street lighting in a particular road would be supported in reporting the issue through the relevant channels.

**146. CORRESPONDENCE**

The Committee **NOTED** receipt of correspondence previously circulated. In addition, the following was brought to Members attention:

Additional correspondence included: -

- 146.1** WSCC - Temporary Traffic Regulation: Public Notice that the use of (and parking on) High Street, Bognor Regis from junction with York Road to the junction with Bedford Street with works taking place outside Bubbles in temporarily prohibited from 05/12/19 at 20:00 until 05/12/19 at 23:59. This closure is necessary to allow for carriageway channel works. Shared on social media.

***The Meeting closed at 7.57pm***

**APPENDIX 1**

**PLANNING AND LICENSING COMMITTEE MEETING HELD ON 19<sup>th</sup> NOVEMBER 2019**  
**REPRESENTATIONS ON PLANNING APPLICATIONS ON LISTS DATED 25<sup>th</sup> OCTOBER, 1<sup>st</sup> AND 8<sup>th</sup> NOVEMBER 2019**

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

**BR/243/19/PL**  
 130 Longford Road  
 Bognor Regis  
 PO21 1AF

Change of use from house in multiple occupation and single storey side extension to create 5 No. self-contained flats, together with two storey rear extension to form bathrooms

**OBJECTION** Members of the Town Council's Planning and Licensing Committee considered the proposed extension, to form five residential units to be sold or rented on the open market, would create a cramped form of development with insufficient garden amenity area, thereby resulting in detrimental living conditions of future occupiers and out of character with the locality. Given the shape of the site, Members felt that the amount of building proposed and its proximity to the highway the proposal would appear cramped on site.

There is serious concern that the scale of the proposed extensions and alterations to form 5 No. self-contained flats, with no parking provision, will contribute to the generation of excessive parking demands on traffic in the area. There are regularly problems with vehicles, such as buses and lorries, passing one another on Longford Road.

Members felt that these proposals were no better than all the previous proposals for this site by the applicant that have been refused, appealed or withdrawn.

<p><b>BR/255/19/PL</b> 34 &amp; 36 Southdown Road Bognor Regis PO21 2JR</p>	<p>Change of use of houses in multiple occupation (Sui Generis) to create 2 No. 1 bed, 2 No. 2 bed self-contained flats &amp; single storey rear extension to form 2 No. studio flats (C3 Dwelling House)</p>	<p><b>NO OBJECTION</b></p>
<p><b>BR/264/19/PL</b> 9-11 Water Tower Buildings London Road Bognor Regis PO21 1PN</p>	<p>External alterations for separation of building into 2 separate buildings for use as A1 (Shops) &amp; new pedestrian access from new rear unit to Sudley Road</p>	<p><b>NO OBJECTION</b></p>
<p><b>BR/280/19/PL</b> 5 Victoria Drive Bognor Regis PO21 2RH</p>	<p>Redevelopment of existing retail site to a mixed-use development comprising a single ground floor retail unit with 5 residential units at first, second and third floor levels</p>	<p><b>NO OBJECTION</b></p>
<p><b>BR/262/19/HH</b> 181 Chichester Road Bognor Regis PO21 5AF</p>	<p>Pavement crossing and dropped kerb</p>	<p><b>NO OBJECTION</b></p>
<p><b>BR/272/19/PL</b> Sussex Court Park Road Bognor Regis PO21 2PY</p>	<p>Replacement of existing failed balcony slabs together with the railings on like for like basis &amp; repair canopy roof. This application affects the character &amp; appearance of the Aldwick Road Conservation Area</p>	<p><b>NO OBJECTION</b></p>

<p><b>BR/233/19/PL</b>          77 Aldwick Road          Bognor Regis          PO21 2NW</p>	<p>Part change of use of ground floor &amp; formation of a first-floor rear extension to create 2 No self-contained studio flats with associated refuse/ recycling &amp; cycle store (resubmission following BR/63/18/PL)</p>	<p><b>OBJECTION</b> The scale of the proposed first-floor extension to the rear of 77 Aldwick Road will result in an overbearing impact on - and loss of outlook to - the amenity of the existing windows of residential flats in the rear of 73-75 Aldwick Road to the east and 79 Aldwick Road to the west. In addition, there will be a harmful loss of sunlight and overshadowing of the two large residential windows on the closest part of the rear of 79. The proposal is therefore contrary to policy GEN7 of the Arun District Local Plan; the National Planning Policy Framework; and policies DDM1 &amp; DDM4 of the Arun Local Plan 2011-2031.</p> <p>The new first floor studio windows will look out towards the rears of Nos. 10 &amp; 14/16 Stocker Road at a distance of only around 8.8m. This will result in a loss of privacy to number 10's private residential garden. The new first floor kitchen, hall and stair windows will face towards the flank residential windows of 79 Aldwick Road, resulting in a loss of privacy to these windows and a harmful effect on the amenity of existing occupiers. The proposal is therefore contrary to policy GEN7 of the Arun District Local Plan; the National Planning Policy Framework; and policies DDM1 &amp; DDM4 of the Arun Local Plan 2011-2031.</p>
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<p><b>BR/233/19/PL</b> (cont.)          77 Aldwick Road          Bognor Regis          PO21 2NW</p>		<p>There is no parking provision within the proposal and this development will contribute to the generation of excessive parking demands on traffic in the area. Aldwick Road is an area with a Traffic Regulation Order in place, with waiting restrictions along the road between Park Road/Victoria Road and Nyewood Lane. The proposal is therefore contrary to policy H SP4 of the Arun District Local plan and the National Planning Policy Framework.</p>
<p><b>BR/298/19/PL</b>          Homebeech Nursing Home          19-21 Stocker Road          Bognor Regis          PO21 2QH</p>	<p>Retention of timber shelter</p>	<p><b>OBJECTION</b> As a result of the noise, disturbance and smells caused by the timber shelter being used for smoking with no apparent hours of operation being applied.</p> <p>The location of the shelter, on the boundary line with neighbouring residential units, has been cause for complaint with residents reporting littering, noise, smoke entering their properties through windows, and loss of privacy. The shelter appears to be some 2.7m in height, exceeding the 1.9m high boundary fence against which it sits and is regarded as overbearing.</p> <p>There is doubt that the shelter complies with the requirements of the Smoke-Free (Premises and Enforcement) Regulations 2006 with the shelter appearing to be substantially enclosed by more than 50% as a result of the close board fence panels on the east and west elevations, with the south elevation being the solid boundary fence.</p>



<p><b>BR/208/19/PL</b> <i>RE-ADVERTISED</i>  The Hatters Inn  2-8 Queensway  Bognor Regis  PO21 1QT</p>	<p>Re-develop &amp; extend external drinking area complete with new railings, gates and wall to boundary</p>	<p><b>NO OBJECTION</b></p>
<p><b>BR/300/19/T</b>  5 Crescenta Walk  Bognor Regis  PO21 2YA</p>	<p>Crown reduction by up to 2m to 1 No. Oak tree</p>	<p><b>NO OBJECTION</b> 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><b>BR/302/19/PL</b>  Chandos  Elm Grove  Bognor Regis  PO21 2SW</p>	<p>Demolition of outbuildings &amp; construction of 1 No. 2-bed dwelling &amp; associated works (amendment to planning permission ref: BR/46/19/PL)</p>	<p><b>NO OBJECTION</b></p>