



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING

HELD ON TUESDAY 18th FEBRUARY 2020

PRESENT: Cllrs: J. Barrett, Mrs. S. Daniells, Ms. A. Sharples,
and Mrs. J. Warr

IN ATTENDANCE: Mrs. J. Davis (Civic & Office Manager)
1 member of the public

The Meeting opened at 6.30pm

201. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

In the absence of the Chairman, Cllr. Goodheart, Members **AGREED** that the Vice-Chairman, Cllr. Mrs. Warr, would chair the meeting. Members further **AGREED** that Cllr. Barrett should act as Vice-Chairman for this meeting only.

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. Erskine, who was away, and Cllr. Goodheart due to unforeseen circumstances. No apologies had been received from Cllr. Smith.

202. 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

203. TO APPROVE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 28th JANUARY 2020

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Meeting held on 28th January 2020 as an accurate record of the proceedings and the Chairman signed them.

204. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

Meeting adjourned at 6.31pm

A member of the public spoke about the lack of Committee Members present at the meeting, due to absences on the evening and vacant seats on the Committee. It was suggested that members of the public could be co-opted, as non-voting Members, to the Planning and Licensing Committee in an effort to increase numbers and broaden input into discussions. Each Ward within the Town could nominate a resident that lives in the Ward and, therefore, has local knowledge, to participate in discussions when considering planning applications that are situated within the Ward.

Meeting reconvened at 6.38pm

The Chairman asked for this suggestion to be looked into with a report being brought back to a future meeting.

205. CLERK'S REPORT FROM PREVIOUS MINUTES

There was nothing to report.

206. TO CONSIDER PLANNING APPLICATIONS ON LISTS DATED 24th, 31st JANUARY AND 7th FEBRUARY 2020

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

206.2 The Committee noted that representations had been received from members of the public in respect of planning applications BR/2/20/PL and BR/243/19/PL. There had been no representations received from neighbouring parishes, in respect of these applications.

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

207. 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 24th, 31st JANUARY AND 7th FEBRUARY 2020

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

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

No notifications of any applications to considered at the next ADC Development Control Committee Meeting had been received.

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

There were no Premises Licence applications to consider.

210. CORRESPONDENCE

The Committee **NOTED** correspondence including: -

210.1 Highways England - A27 Arundel Bypass 2019 Arundel Public Consultation: Corrections

The Meeting closed at 7.00pm

APPENDIX 1**PLANNING AND LICENSING COMMITTEE MEETING HELD ON 18th FEBRUARY 2020**
REPRESENTATIONS ON PLANNING APPLICATIONS ON LIST DATED 24th, 31st JANUARY AND 7th FEBRUARY 2020

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

<p>BR/283/19/OUT 30 Devonshire Road Bognor Regis PO21 2SY</p>	<p>Application for outline planning permission for erection of small dwelling following demolition of garaging and workshop.</p>	<p>OBJECTION Based on the information available to them, Members were unable to support planning application BR/283/19/OUT in the absence of any proposed elevations/drawings. It has also been reported that there is apparently no site notice displayed in relation to this planning application.</p>
<p>BR/337/19/PL 128 Collyer Avenue Bognor Regis PO21 5HX</p>	<p>Change of use from 2 studio/bedsits (formerly a living room serving main house) within existing rear extension to 1 No. bedsit or studio with separate entrance.</p>	<p>NO OBJECTION</p>
<p>BR/6/20/HH 77 Marshall Avenue Bognor Regis PO21 2TR</p>	<p>Single storey rear extension with internal alterations and new bay window.</p>	<p>NO OBJECTION</p>
<p>BR/352/19/L 65 Upper Bognor Road (Charlotte House 71 & 71A Upper Bognor Road, 67 & 69 Upper Bognor Road) Bognor Regis PO21 1HR</p>	<p>Listed building consent for the erection of 2 No. live-work units; change of use of existing student accommodation including internal alterations to form 2 No. dwellings, 2 No. new windows, new staircase & replacement of roof on outbuilding; reconfiguration of existing dwellings, replace existing timbers & roof joists on first floor; change of use from medical centre/offices to 2 No. flats & workshop. Creation of new private gardens, separation of this part of</p>	<p>DEFERRED As agreed with the ADC Case Officer for planning application BR/352/19/L, consideration of this application would be deferred until Members consider the corresponding planning application, BR/351/19/PL, at the meeting to be held on 10th March 2020. It is understood that validation of BR/351/19/PL was delayed due to the absence of a Flood Risk Assessment, resulting in the two</p>

<p><i>BR/352/19/L</i> <i>65 Upper Bognor Road (cont.)</i></p>	<p>the site from the wider University campus, creation of a shared landscaped courtyard, creation of areas for parking & storage for bins & cycles.</p>	<p>applications being advertised on two separate Weekly Lists.</p>
<p>BR/10/20/PL 8A Sadler Street Bognor Regis PO21 1UA</p>	<p>Replacement of 2 No. timber windows, 1 No. timber bay window & 1 No. timber door all with PVCu windows (only bedroom window will be sliding sash) & door. This application affects the character & appearance of The Steyne, Bognor Regis Conservation Area.</p>	<p>NO OBJECTION</p>
<p>BR/2/20/PL 39 Bedford Street Bognor Regis PO21 1SH</p>	<p>Change of use from shop (A1 Shops) to cafe (A3 Food & Drink) with soft play area, sensory room/party area.</p>	<p>SUPPORT Members agreed that the proposals are a lovely idea and would be brilliant for the Town. The Town Council wish the applicant every success.</p>
<p>BR/3/20/A 39 Bedford Street Bognor Regis PO21 1SH</p>	<p>1 No. non illuminated fascia sign on front elevation.</p>	<p>NO OBJECTION</p>
<p>BR/243/19/PL 130 Longford Road Bognor Regis PO21 1AF</p>	<p>Change of use of house in multiple occupation to form 2 no. self-contained flats with a rear extension to form bathrooms at ground and first floors, and a single storey pitch roof and side extension to form a studio flat.</p>	<p>OBJECTION Members continue to consider the proposed extensions to be overdevelopment, with concerns in relation to insufficient amenity space and the possible detrimental effect that development to the rear of the property could have on the railway embankment. Furthermore, Members felt that the contribution this development would make in generating excessive parking demands could not be ignored.</p>