



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE

HELD ON TUESDAY 18th AUGUST 2020

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

IN ATTENDANCE ONLINE: Mrs. J. Davis (Civic & Office Manager)
Mrs. G. Frost (Town Clerk)

The Meeting opened at 6.31pm

258. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the Online Meeting being held in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 and reminded Members that the Meeting was being recorded by Bognor Regis Town Council, streamed live on Facebook and may also be recorded or filmed by any member of the public.

The Chairman advised that in the event of any loss of internet coverage or power cuts, steps would be taken to recover the connection. However, if connection could not be re-established the meeting would stand adjourned at the point of loss of connection to be reconvened and continued at a publicised time in the future.

Finally, Members were reminded of the protocol for the Online Meeting, details of which had been circulated to all previously.

No apologies for absence were received, prior to the start of the meeting, from Cllr. Mrs. S. Daniells.

259. DECLARATIONS OF INTEREST

The Chairman addressed each participating Member in alphabetical order to ask if they wished to confirm any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda.

Members were informed that should they be required to temporarily leave the Meeting for any Interest, they would be contacted by telephone and invited to re-join the meeting at the appropriate time.

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 temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question

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.

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

260. TO APPROVE THE MINUTES OF THE ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 28th JULY 2020

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 28th July 2020. It was noted that the Minutes had been forwarded to the Chairman and once agreed and duly signed, would be returned to the Town Clerk.

There being no objections, the Committee **APPROVED** the Minutes of the Online Meeting held on 28th July 2020 as an accurate record of the proceedings and the Chairman duly signed them.

261. ADJOURNMENT FOR THE CHAIRMAN TO READ PUBLIC QUESTIONS AND STATEMENTS SUBMITTED IN ACCORDANCE WITH THE REQUIREMENTS

There were no public questions or statements.

262. TO CONSIDER PLANNING APPLICATIONS ON LISTS 24th AND 31st JULY, AND 7th AUGUST 2020

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

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

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

263. It was **RESOLVED** to vary the order of business to take the additional agenda item next.

264. TO CONSIDER PREMISES LICENCE APPLICATIONS, INCLUDING ANY VARIATIONS AND ANY OTHER LICENCE APPLICATIONS

Licensing Act 2003

Premises: Bucharest Supermarket, 70 – 72 London Road, Bognor Regis, PO21 1PW

Application Number: 114028

The Committee noted the application received for a Premises Licence to be granted for the retail sale of alcohol from 8am until 11pm Monday to Saturday, and between 10am and 10pm on Sunday

Members **RESOLVED** to raise **NO OBJECTION** to the Premises Licence being granted, subject to the satisfaction of the Licensing Authorities that the premises meet all four licensing objectives and continue to do so.

265. CORRESPONDENCE

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

Additional correspondence included: -

265.1 NALC - Last week the Ministry of Housing, Communities and Local Government issued three consultations on reform of the planning system: 'Changes to the current planning system', 'Planning for the future - the planning white paper', and 'Transparency and competition: a call for evidence on data on land control'. Members were asked whether they would like these as items on future Planning Agendas and it was agreed to split the consultations across future Agendas, deadlines permitting.

265.2 Notification of a Pavement Licence application in relation to Best Kebab, 18 Queensway, Bognor Regis has been received from Arun District Council. The application is to place 2 bench tables with integrated chairs,

4 seats on each table from midday until 21:00hrs, 7 days a week. As highlighted on the Correspondence List, the Town Council will be notified when applications are received within the area and will have 7 days to comment. As a result of the time constraints, when advised of an application Members will be notified by email and asked to respond to the Committee Clerk within a specified timeframe. Based upon a majority decision to either raise no objection, or an objection with comments agreed, the Town Council's representation will be submitted under the Town Clerk's Delegated Authority. Any such representations submitted to Arun District Council in this way will then be considered for ratification by Members at the next Planning and Licensing Committee Meeting. In respect of the Pavement Licence application for Best Kebab, Members have been asked to respond to the Committee Clerk, via email, by no later than midday on Wednesday 19th August 2020.

- 265.3** West Sussex County Council - Temporary Road Closure: Public Notice that the use of Sadler Street, Bognor Regis, with the junction of West Street is temporarily prohibited from 14/07/2020. The restriction will be in place 24 hours to allow Southern Water to repair a collapsed sewer in the carriageway. It is anticipated that the works will now be completed by 31/08/2020. Emailed to Committee and shared on social media.
- 265.4** Arun District Council - notification that the application to vary a Premises Licence in relation to Butlin's, Upper Bognor Road, Bognor Regis, PO21 1JJ, has now been withdrawn. As a result, Premises Licence 14715 remains in its current form. Emailed to Committee Members.
- 265.5** Copy of email sent from Felpham Parish Council to West Sussex County Council expressing disappointment that their previous email, in relation to planning application WSCC/036/20, had neither been acknowledged nor responded to. Circulated to Members.
- 265.6** WSCC – Temporary Road Closure: Public Notice that Shripney Road Southbound and Oldlands Way Roundabout will be temporarily closed for a distance of approx. 327 metres. The temporary closure is scheduled to commence on 26th August 2020 for up to 5 days (it is estimated to be completed on 27th August 2020) and is required for carriageway patching works to be carried out on the Eastern half of Oldlands Way Roundabout. The restriction will be in place daytime only from 09:00 until 17:00. Emailed to Committee and shared on social media.

The Meeting closed at 7.28pm

APPENDIX 1
ONLINE MEETING OF THE PLANNING AND LICENSING COMMITTEE HELD ON 18th AUGUST 2020
REPRESENTATIONS ON PLANNING APPLICATIONS ON LIST DATED 24th AND 31st JULY, AND 7th AUGUST 2020

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

BR/121/20/HH 4 Sandymount Close Bognor Regis PO22 9EL	Single storey rear extension including demolition of existing conservatory	NO OBJECTION
BR/145/20/PL 5-7 Station Road Bognor Regis PO21 1QB	Change of use from restaurants & cafe (A3 Restaurants & Cafes) to hot food take away (A5 Hot Food Takeaway). This application is in CIL Zone 4 (Zero Rated) as 'other development'	NO OBJECTION
BR/150/20/T 252 Hawthorn Road Bognor Regis PO21 2UP	Crown reduction of 1 No. Oak tree to height 7.2m and spread 6.3m	OBJECTION Having considered all of the available documents in relation to this planning application, Members agreed to support the comments made by the Tree Officer and recommend refusal.
BR/149/20/HH 11 Westingway Bognor Regis PO21 2XU	Extension of existing garage. To be an Oak framed garage with pitched tiled roof including 2 skylight windows. Clad in non-combustible treated wood cladding or composite cladding. Entrance enclosed withing existing garden	NO OBJECTION
BR/159/20/A Tesco Superstore Shripney Road Bognor Regis PO22 9ND	Installation of 1 x internally illuminated LDC screen and 2 x non-illuminated flagpole signs	NO OBJECTION

<p>BR/160/20/HH 212 London Road Bognor Regis PO21 1AX</p>	<p>Single storey rear extension and single storey rear infill extension</p>	<p>NO OBJECTION</p>
<p>BR/170/20/PL 86 Annandale Avenue Bognor Regis PO21 2EX</p>	<p>Cladding of approved replacement external stair. This application is CIL Zone 4 (Zero Rated) as 'other development'</p>	<p>NO OBJECTION</p>
<p>BR/147/20/PL 53 High Street Bognor Regis PO21 1RX</p>	<p>Conversion of first & second floor & rear extension to create 4 No. 1-bed self-contained flats including the demolition of existing rear extension & erection of two storey rear extension. This application may affect the setting of a listed building & may affect the character & appearance of The Steyne, Bognor Regis Conservation Area. This application is in CIL Zone 4 (Zero Rated) as flats</p>	<p>NO OBJECTION</p>