



Arun District Council  
Arun Civic Centre  
Maltravers Road  
Littlehampton  
West Sussex BN17 5LF  
Planning & Building Control General Enquiries  
Tel: (01903) 737756 Fax: (01903) 730442  
Dx: 57406 Littlehampton  
Minicom: 01903 732765  
e-mail: [planning@arun.gov.uk](mailto:planning@arun.gov.uk)  
website: [www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)

17th October 2025

Bognor Regis Town Council  
Ms G Frost  
Town Hall  
Clarence Road  
Bognor Regis, West Sussex  
PO21 1LD

**Case Officer:** Harry Chalk  
**Telephone:** 01903 737577  
**Email:** [harry.chalk@arun.gov.uk](mailto:harry.chalk@arun.gov.uk)

Dear Sir/Madam,

**Town & Country Planning Act 1990 (as amended)**  
**Town and Country Planning (Development Management Procedure) (England) Order 2015**

Application No: BR/157/25/PL

Site Address: 3 & 4 Queens Square Bognor Regis PO21 1SA

Description of works: Change of use of properties from 2 No separate bed and breakfast accommodation units each having owners accommodation and communal lounge and dining areas at ground floor and 7 No B&B bedrooms at first and second floor to C2 (Residential Institution) use comprising staff room and 10 No C2 Supported Housing units. This application is in CIL Zone 4 (Zero Rated) as other development.

Thank you for your internet representation made on 15th October 2025 which has been recorded as no objection with the comments as follows:

OWQC79279

NO OBJECTION

Your views as made above will be considered before the application is determined.

Please be aware that Planning Services operate an 'open file' policy and will publish your comments on the website. The website is updated once a day in the evening so it may take up to 24 hours for it appear on there. Please make sure that you have only provided information that you are happy will be published in this way. If you have supplied information belonging to a third party, you must make sure you have their permission to do so.

The majority of applications are determined under delegated powers by officers. Further information on the decision making process can be found on the website at :<https://www.arun.gov.uk/what-happens-next>.

Some applications will be determined by the Planning Committee, and I shall write and inform you of the date of the meeting and the procedures for public speaking if this is the case. However, if your representation has been received after the agenda for the meeting has been finalised and the notifications have been generated,

you will not receive notification. In this case, you will need to track the progress of the application on the council's website <https://www.arun.gov.uk/planning-application-search>

Any comments that are received after the agenda has been finalised will be separately reported to the members of the Planning Committee.

Regardless of how the application is determined I will notify you of the decision.

Yours sincerely



**Neil Crowther**  
**Group Head of Planning**

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to <https://www1.arun.gov.uk/planning-application-finder>