



You are duly summoned to an Extraordinary meeting of the Planning and Environment Committee that will take place on Wednesday 22 January 2020 at the Billingshurst Centre commencing at **7.00pm**.

Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session, at the discretion of the Chairman.

Greg Burt

G C Burt
Clerk to the Council

15 January 2020

AGENDA

1. Apologies for Absence.
2. Declarations of interest and notification of change to members' interests.
3. Public Session.
4. Planning Applications.

DC/19/2587	Demolition of existing conservatory and rear store. Erection of a single storey side extension with a pitched roof 30 DAUX AVENUE, BILLINGSHURST
DC/19/2560	Demolition of existing 3-bay garage and erection of a double garage GENTIANAS, WEST CHILTINGTON LANE, CONEYHURST
DC/19/2274	AMENDED PLAN Erection of a modular extension to side elevation on brick plinth with prefabricated insulated wall, metal roof deck and metal door TESCO EXPRESS, 2-4 LOWER STATION ROAD, BILLINGSHURST
DC/20/0007	Surgery to 83 x Poplars MULBERRY HOUSE, MARRINGDEAN ROAD, BILLINGSHURST

DC/20/0066 & DC/20/0067	Installation of new radiators, reopening blocked access door, replacement of broken UPVC guttering with cast iron downpipes and replacement of window (Householder and Listed Building Consent) HAMMONDS BARN, 57 EAST STREET, BILLINGSHURST
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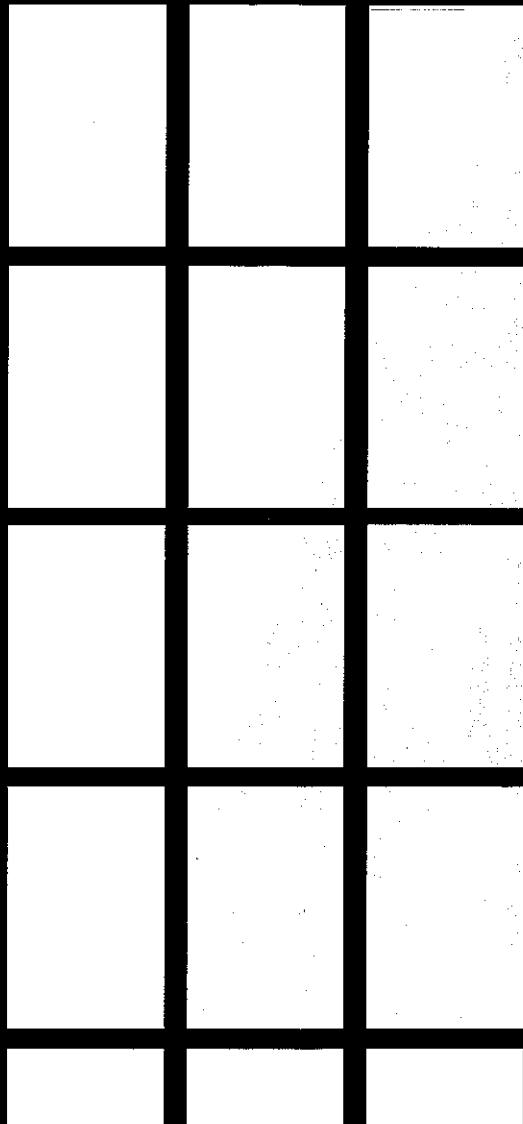
5. To consider retention of the red telephone box at Station Road Gardens via the BT “Adopt a Kiosk” Programme. **Scheme details attached.**
6. Any other matters for information only.
7. **Date of Next Meeting: Thursday 6 February 2020 at 7.30pm.**

Committee Members: GA, EB, GC, DH, SK, JP, SR, SW

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.



ADOPT A KIOSK





Welcome to the Adopt a Kiosk Scheme

The Adopt a Kiosk scheme enables your community to retain its iconic red kiosk.

It is open to the following bodies:

- Recognised local authority (e.g. District/Borough Council)
- Parish/Community/Town Council or equivalent
- Registered charity
- Private land owner. (Anyone who has one of our telephone boxes on their land)

The scheme is not available to other individuals, community groups such as residents associations or commercial organisations.

All you need to know about adopting

We would love you to adopt your phone box, and below are some of the key questions to help you make the decision for your community.

WHO can apply?

Any recognised local authority, parish/ community/town council, Registered Charity or any Community Interest Company throughout the UK or Scotland can apply to adopt their local phone box.

HOW much does it cost?

To comply with legal requirements, authorities will be required to purchase the phone box from BT for a £1. Where there is power present at the kiosk the Parish / Community / Town council has the option to take ownership of the power supply, or for BT to continue to supply the power free of charge on your behalf.

WHICH planning regulations which need to be complied with?

Any group who adopts a phone box must apply to the relevant authorities for all of the necessary consents to retain a phone box.

WHAT happens to the power connection?

Option1: BT Payphones will continue to be responsible for the electrical supply and any payments to the electricity companies for that supply. BT reserves the right to disconnect the electricity supply at some point in the future, however BT will contact the kiosk owner should this become necessary. Electrical equipment cannot be connected to the electrical supply unless agreed with BT.

At the point of adoption BT will ensure that the light will be working but from then on BT will only be responsible for the supply in to the kiosk to the point of the fusebox. Any future faults beyond this point will be the responsibility of the phone box owner.

Option 2: The customer can choose to take over the responsibility for the electricity supply. Customers choosing this option will have to apply for an MPAN number from their electricity company. Please contact us should you wish to choose this option.

WHAT is an MPAN number?

A Meter Point Administration Number or MPAN number is a 21 digit reference number, used across the UK to determine electricity supply points. Where the customer chooses to own the power connection for themselves BT will require the customer's un-metered MPAN number. The number is required to transfer the billing for a phone boxes power supply. Local power companies will be able to supply this. Please contact us if you require more information on how to apply for an un-metered MPAN number.

WHAT if the power supply has already been disconnected?

Where a power disconnection has already taken place BT will not refund any payments made or reconnect the supply.

WHAT is the annual electricity cost for a phone box?

If the customer chooses to transfer the electricity supply over to themselves BT has no control over what electricity companies will charge for providing an un-metered supply for the lighting. This will vary depending on the electricity company chosen.

CONDITIONS OF TRANSFER

The following provides an overview of the key requirements for any potential transfer. Please ensure that you also review the contract agreements.

Next steps

WHO TO CONTACT NEXT?

Please visit www.bt.com/adopt for more information

1. The adopting community must apply to the relevant authorities for any of the necessary consents to retain a phone box. This may involve planning consent depending on the Local Authority.
2. The phone box will be disconnected from the telecommunications network and the payphone equipment removed by BT.
3. Where a phone box is powered, the adopting community will have the option for BT to continue to supply the power free of charge or to take ownership of the supply for themselves. Please contact us should you wish to own the power connection for yourselves.
4. To comply with legal requirements, the adopting community will be required to purchase the phone box from BT for £1.
5. The phone box will be purchased with any and all physical defects. No representations, warranties or conditions concerning the quality or fitness for purpose are given or assumed by BT.
6. The adopting community will be responsible for all support and maintenance of the phone box and for any liability resulting from the phone box or its use following completion of the transfer.

WHAT HAPPENS WHEN YOU APPLY?

Once an application has been submitted, BT will handle the rest. It is that simple!

1. It is imperative that all the legal conditions contained within the “agreement for the sale and purchase of telephone kiosk(s)” are met. Only submit an online application when the contract can be signed and returned to BT.
2. Upon receipt of both the online application and a signed contract, BT will review the application.
3. BT will sign and return a copy of the contract for all approved applications, upon which the transfer process will commence automatically.
4. Upon completing the removal of the payphone equipment from the phone box, BT will forward a Notice to Complete to the adopting community. Ownership of the phone box will be automatically transferred within 5 days.
5. The phone box(es) will then be the property of the adopting community!
6. Some applications will require the permission of the Local Authority. BT will apply for permission in these cases, but this can take up to 90 days and acceptance cannot be guaranteed. In the event an application isn't approved BT will contact the adopting community directly.