

**PLANNING AND ROAD TRAFFIC COMMITTEE**

MINUTES of the **PLANNING AND ROAD TRAFFIC COMMITTEE MEETING** held in the COUNCIL CHAMBER of the TOWN HALL on **THURSDAY, 17<sup>th</sup> MARCH 2016** at 7.30pm

Present: Councillors Freeman (Chair), Asker, Coote, Gadd, Grimshaw, Morris and Perry

**688. Apologies for Absence**

Apologies were received and accepted from Councillor Fairhurst

**689. Declarations of Interest**

Councillors Asker, Freeman and Morris declared generic, non-pecuniary interests as members of Uttlesford District Council. Cllr Freeman further declared a non-pecuniary interest as a Member of UDC Planning Committee.

Cllr Gadd declared a non-pecuniary interest in Min Ref 701 (Kier Appeal) as a member of WaR

**690. Adjournment of the meeting**

The meeting was adjourned to enable the press or public to participate; a member of the public thanked the Council for provision of cushions on the public chairs in the Council Chamber.

**691. Resumption of the meeting**

The meeting was resumed after the public forum.

**692. Minutes**

The minutes of the previous Planning and Road Traffic Committee held on Thursday, 3<sup>rd</sup> March 2016 were accepted as a true and accurate record of the meeting and were signed by the Chairman.

The Chairman further noted his regret following the meeting held on 3<sup>rd</sup> March 2016 and that he had not intentionally sought to attribute blame or accuse any individual Councillor regarding articles in the press.

**693. Planning Applications**

The list of planning applications received by Uttlesford District Council were considered and the following was **RESOLVED**:

Signed as a true and accurate record.....  
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**a) UTT/16/0339/HHF** Proposed single storey extension – 34 Highfields, CB10 2AD.  
Expires 28 March 2016.

Noted with no comments or objections

**b) UTT/15/3480/FUL Revised Plans** Erection of 4 no. dwellings – Harts Yard, King Street –  
Expires 21 March 2016.

The Committee noted the previous comments as submitted to earlier applications in September and December 2015 and agreed to submit the same comments as previous being:

The Town Council supports the principle of this development and does not therefore object but would request that the following conditions are attached to any planning permission:

- (a) That the area is protected during construction given the listed building of the surrounding area. Protections and assurances should be afforded to ensure that the listed buildings are not damaged or altered in any respect as a result of the building works.
- (b) That work access/ building is limited to 8am-6pm and excluding weekend to protect the right of local residents.
- (c) That any existing parking rights are protected during construction (if there are any protected parking rights) and to ensure access to existing properties is maintained at all times.
- (d) That the developer specifically notes the highway restrictions during market days
- (e) That the development is restricted to only 1 vehicle per property thereby addressing concerns about excessive traffic
- (f) That UDC carries out a site visit to ensure an impact assessment is carried out

**c) UTT/16/3768/FUL Revised Plans** Erection of 31 no. dwellings with associated roads, car parking and landscaping – Land to the west of Lime Avenue. Expires 15 March 2016 – extension granted to SWTC by UDC to allow for consideration at the Planning Committee meeting on 17<sup>th</sup> March.

The Committee noted the previous comments as submitted to the earlier application in January 2016 and agreed to submit the same comments as previous being:  
To strongly object to this application on the following grounds:

1. The application is contrary to Policy No GEN 1 (Access) of the Local Plan as it does not provide sufficient access to the main road network and the network is not capable of carrying out the traffic generated by the development safely.
2. The application is further contrary to Policy No GEN 1 (Access) of the Local Plan as it does not take into account the needs of cyclists, pedestrians or horse riders.

3. The application is not cited or referenced within Policy No SW2 of the Local Plan which notes those sites proposed for residential development with Saffron Walden's built up area. The area at Lime Avenue is not contained within the list of streets in Policy SW2

4. The application is contrary to Policy No SW7 (Land West of Little Walden Road) of the Local Plan. This policy quite specifically notes that the land to the west of Little Walden Road (ie this proposed development site in Lime Avenue) is "allocated for a community centre, playing fields, and up to 15 units of affordable housing" (extract from SW7 of the Local Plan). This Policy within the Local Plan is quite specific and effectively ring-fences this area of land for a community centre and not for residential development. To allow residential development on this land would be in absolute contradiction to the Local Plan. The 15 houses referenced within this policy are already delivered within the existing development at Lime Avenue.

5. The application is contrary to the NPPF as it contradicts the Local Plan. The NPPF states that applications should be refused if they are contrary to the Local Plan.

6. There is no need for this development given that UDC has a Housing Trajectory for a 5 year land supply which was republished in November 2015 and this indicates that there is sufficient land trajectory for the next 5 years to meet the requirements of local needs and demands and importantly to meet the NPPF. No surplus land is required for development

**d) UTT/16/0434/HHF** Proposed side and rear extensions, raise existing eaves and ridge heights and new dormers to rear elevation – 6 Ashdon Road, CB10 2AA. Expires 25 March 2016.

Noted with no comments or objections

**e) UTT/16/0440/HHF** Demolition of garage and part of existing rear extension. Erection of two storey and single storey side extensions. Expires 25 March 2016.

Noted with no objections but with the following observations:

That the application advises there are no changes to parking provision yet currently there are potentially 3 parking spaces and only 1 within the proposed application. Concerns were therefore expressed about the loss of parking provision if there is a loss in parking. Committee noted that a planning condition should be enforced regarding the parking of contractors vehicles during construction as they could easily cause a nuisance or obstruction.

**f) UTT/16/0441/HHF** Proposed dingle storey rear conservatory – 72a Debden Road, CB11 4AL. Expires 23 March 2016.

Noted with no comments or objections

**g) UTT/16/0449/HHF** Proposed demolition of existing conservatory and erection of single storey rear extension – 51 De Vigier Avenue, CB10 2AY. Expires 30 March 2016.

Noted with no comments or objections

**h) UTT/16/0499/LB\*** Addition of first floor WC internal alterations including alterations to existing partitions including new door, new partition to sub-divide existing second bedroom new staircase remodelling of existing steps to kitchen and introduction of new step. Removal of existing back door and replacement with window – 43 Castle Street. Expires 22 March 2016.

Noted with no comments or objections on the condition that the Conservation Officer has also been consulted and has not identified any issues or concerns.

**i) UTT/167/0503/FUL** Replacement single storey front extension – Unit 5 Shire Hill, CB11 3AQ. Expires 24 March 2016.

Noted with no comments or objections

**j) UTT/16/0514/FUL** Proposed extension and change of use to form retail unit with dwelling over – 10 Market Row. Expires 25 March 2016.

Noted with no objections but to express concerns regarding lack of provision for bin storage

**k) UTT/16/0517/HHF** Revision to application approved under UTT/14/3717/HHF to add two no. proposed dormers and repositioning of garage – 24 Borough Lane. Expires 25 March 2016.

Noted with no comments or objections

**l) UTT/16/0535/HHF** Demolition of existing single storey rear extension and erection of part two storey and part single storey rear extensions – 39 South Road. Expires 31 March 2016.

Noted with no comments or objections

**m) UTT/16/0544/LB** Works to stabilise floor joists and works to stairs including cut back the end of the two unsupported floor joists to form a tenon, cut an Oak trimmer with motises, use metal angle brackets screw fixed to the new trimmer and the existing side timbers, replace skirting boards, bannister hand rails and balusters - 41 Castle Street. Expires 31 March 2016.

Noted with no comments or objections

**n) UTT/16/0545/FUL** Change of use of land from grassland to highway use – Land adj. Unit 44 Shire Hill Industrial Estate. Expires 30 March 2016.

The Committee noted the previous comments as submitted to the earlier application in August 2015 and agreed to submit the same comments as previous being an objection on the following grounds:

- (a) That the road which will be developed as a result of this change of use will add to traffic congestion in and around this area. There are parking and access concerns for any road which will be developed arising from this granting of access.
- (b) The Town Council requests that a “Grampian Condition” is attached to this application thereby postponing the implementation of otherwise permitted development (ie the building of a road) until such time as other measures are in place to support this provision, ie sufficient infrastructure and traffic management to mitigate against the increase in parking and traffic movement.
- (c) The Town Council further objects on the grounds that the proposed development which would follow this change of use would likely remain a “dead end road” for a period of time, in anticipation by the developer that planning permission is granted for housing development. Until this occurs, the road will be a “dead end” and this may encourage additional parking (by non-residents) in what is already a busy and overcrowded area. It is also likely that if the road is built and there are no sufficient barriers in place to prevent access to the adjacent fields, that trespassing may occur as access the vacant land is left open.
- (d) It is noted that the proposed road is to provide future access to a potential housing development. Whilst it is noted that until such time as a new planning application is submitted for housing, it is not really therefore possible to take this element into consideration but should the any future planning application be refused, it would render the road surplus to requirements and would likely be unmaintained by the developer.

The Town Council requests that this application is determined at Committee level and is not therefore delegated to an officer decision. The reason for this request is to allow full and democratic involvement and participation in this planning application; affording local residents an opportunity to air their views to a democratically elected panel of councillors

**o) UTT/16/0583/LB** Insertion of new partitions to first and second floors and formation of doorway in modern stud partition - 2 Market Street. Expires 1 April 2016.

Noted with no comments or objections

**p) UTT/16/0626/HHF** Proposed two storey side extension – 24 St John’s Close.  
Expires 5<sup>th</sup> April 2016.

Noted with no comments or objections

**q) ITT/16/0680/HHF** First floor extension to side with 2 no. dormers to the rear and 2 no. rooflights to the front – 9 Gallows Hill. Expires 7 April 2016.

Noted with no comments or objections

\* application submitted by a member or officer of Saffron Walden Town Council

### **694. High Way Repairs**

#### **(a) Meeting with ECC / UDC**

The Clerk reported on the meeting which had taken place on 17<sup>th</sup> March 2016 at UDC Offices with Officers and Councillors. Written notes from UDC awaited.

#### **(b) ECC Councillor**

Committee noted that a date from Cllr Lodge to attend a future Committee meeting is awaited, pending the setting of the Town Council’s schedule of meetings.

#### **(c) UDC Local Highway Plan Meeting 4<sup>th</sup> April 2016**

Committee noted details of this meeting

### **695. Catons Lane Car Park**

Members noted that this had been referred back from Full Council who had requested further consideration be given to the management of the car park including matters relating to car park enforcement, charging, budget, management and maintenance.

#### **RESOLVED:**

To carry this matter forward to a future Committee meeting with Committee members taking the opportunity to review management plans which other local Town Councils may have in place.

### **696. The Common Car Park**

The Committee considered the changes as implemented by UDC, reducing the stay from 4 to 2 hours. It was

Signed as a true and accurate record.....  
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**RESOLVED:**

To urge UDC to review this decision given the strength of local opinion on this change.

**697. UDC Consultation – Statement of Community Involvement (SCI)**

The Committee considered this consultation, noting the closing date of 8<sup>th</sup> April 2016. It was

**RESOLVED:**

That this matter be delegated to the Chair of the Committee in conjunction with the Town Clerk to submit a response to this consultation. All Committee members to be provided with a proposed response prior to its submission for comment and approval.

**698. Rural Planning Review**

**RESOLVED:**

To note this consultation with no response given that this is a consultation regarding rural planning

**699. Local Plan – Call for Sites**

Members noted the consultation closure date had now been extended to 22<sup>nd</sup> April 2016. It was

**RESOLVED:**

- (a) To set 2 public meetings to consult with the general public about this matter, enabling their views to be taken into account for the Town Council's response. Dates agreed as being: Wednesday 13<sup>th</sup> April 2016 (as part of the Annual Parish meeting) and Saturday 16<sup>th</sup> April.
- (b) That these meetings are advertised in the local press
- (c) That Alan Storah be requested to review and consider the sites and to draft a proposed response for Committee's consideration. This matter to be delegated to the Town Clerk for progression under delegated powers, noting that the cost must be within her budget authorisation of £500

**700. UDC Air Quality Action Plan**

**RESOLVED:**

- (a) To note the proposed response submitted by Cllr Gadd which could be used as the basis for the Town Council’s response.
- (b) That this matter be delegated to the Chair of the Committee in conjunction with the Town Clerk to submit a response to this consultation. All Committee members to be provided with a proposed response prior to its submission for comment and approval.

**701. Kier Appeal**

The Clerk tabled a paper being a brief summary of dates regarding UDC decisions on the Local Plan and the Kier appeal, noting the time lapse between the cessation of the draft Local Plan in December 2014 and the start of the Kier Appeal in March 2015. It was

**RESOLVED:**

To resend to Dawn French, the new CEO at UDC copies of previous correspondence, noting the lack of specific response previously received from UDC and requesting a response from her.

**702. UDC Scrutiny Committee**

**RESOLVED:**

To note with disappointment the lack of further consideration of this matter by the Scrutiny Committee and to include reference to this within the letter being sent to Dawn French at UDC, as detailed in Min Ref 701.

**703. Premises Licence for Saffron Screen, The Common**

Committee noted details of the premises licence application and raised the following queries:

- Type of music that will be played
  - How many attendees
  - What film will be shown
  - What are the security arrangements
  - Details of any management plan
  - Signed as a true and accurate record.....
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It was **RESOLVED:**

That the queries as above be posed to Saffron Screen enabling this matter to be reconsidered at the next Committee meeting on 31<sup>st</sup> March 2016.

**704. Audley End Post Office**

Committee noted that a new Post Office Branch will be delivered from the Premier Store in Rowtree Way

**705. Essex County Council and Southend-on-Sea Borough Council, Joint Replacement Waste Local Plan – pre-submission draft March 2016**

Committee noted the closing date of 14<sup>th</sup> April.

**RESOLVED:**

That Cllr Gadd produces a proposed response for consideration by the Committee at the next Committee meeting on 31<sup>st</sup> March 2016

**706. Uttlesford Transport Meeting 23<sup>rd</sup> February 2016**

Committee received and noted minutes from the meeting

**707. Proposed Changes to TROs**

Committee noted these would be considered at the NEPP meeting to be held on 23<sup>rd</sup> June 2016, 1pm in Colchester

**708. Urgent Correspondence**

- (a) Cllr Asker reported on the NEPP meeting earlier that day in which the change to parking (proposed by Castle Street residents) had been discussed, noting that the Town Council's view differed from those of District Councillors. The application had therefore been deferred by the NEPP Committee. It was

**RESOLVED:**

That Town Council representatives meet with Castle Street Residents' Association to discuss this matter further and report back to a future Committee meeting

(b) Cllr Perry requested that proposed development at the Ridgeons site be included as an agenda item for the next Committee meeting.

**709. Date of Next Meeting**

Noted and agreed as being Thursday, 31<sup>st</sup> March 2016, 7.30pm at the Council Chamber.

**The Chairman closed the meeting at 9.45pm**