

MINUTES OF A MEETING OF THE PLANNING COMMITTEE OF URCHFONT PARISH COUNCIL held on Wednesday 09 November 2016 at 7:00pm in the Conference Room of Urchfont Village Hall.

Present: UPC Chair Dave Mottram (DM) Vice Chair Bill Donald (BD) Lead of Planning Trevor Hill (TH) Cllrs: Paul Baker (PB) John Chapman (JC) Graham Day (GD) Helen Gibb (HG) Nicky Mitchell (NM) Andy Stephens (AS) Royston Thomas (RT) & Planning Administrator Sandra Johnston.

Also present: Parish Clerk Bob Lunn, Wiltshire Cllr Philip Whitehead and 1 member of the public.

Cllr Mottram opened the meeting by welcoming all present;

1. Apologies for absence: None

2. Declarations of Interest: None

3. Minutes of a meeting held on 19 October 2016 were signed as a true record. Proposed by Cllr Day, Seconded by Cllr Hill; agreed unanimously.

4. Matters arising from those Minutes: None

Plans for discussion

Council Members were reminded that when considering planning applications they must follow the guidance outlined in the UPC Planning Policy and Procedure document (UPC/18) and its incorporated Statutory Authorities/Governing Documents, all of which can be found on the Wiltshire Council or Urchfont Parish Council websites. Also, that they should have regard to the visual impact upon the surrounding area and its relationship to adjoining properties.

**Urchfont Parish Council's role, as a Consultee, is to provide Wiltshire Council with UPC's views, which will be based on a balanced view across the Urchfont Parish community.

NB: The meeting was adjourned at the beginning of each Planning Application to enable members of the Public to express their views on that particular application.

5. Plans for discussion

5a) **16/09827/LBC** – Listed Building Consent for a replacement Bathroom Window at Spring Cottage, 26 Greengate Road, Wedhampton, Wilts., SN10 3QB, for Mr J Ford.

*To date, no letters of representation had been received by WC Planning Office and/or UPC.

A site meeting was held on 05/11/16 at which 3 Parish Cllrs & S Johnston were present.

The Planning Committee found as follows:

- **DM** explained that an exact copy of the existing window would be installed. Spring Cottage being a Grade II listed building, a formal application to WC was required to enable the planning officer to have clarification of the plan, drawings and materials.

Cllr: Mottram proposed that UPC Planning Committee **Support** this application: Seconded by Cllr Day; motion passed unanimously.

5b) **16/10794/TCA** - Works to Trees in a Conservation Area to consist of the Felling of 1 no. Horse Chestnut and 1 no (previously listed as 2) Scots Pine; all at Breach House, Cuckoo Corner, Urchfont, Wilts., SN10 4RA, for Mr & Mrs P Milanes.

*To date, no letters of representation had been received by WC Planning Office and/or UPC.

A site meeting was held on 05/11/16 at which Mr & Mrs Milanes, 4 Parish Cllrs & S Johnston were present.

The site was viewed independently by Cllr Mitchell.

*(**SJ** had informed the Planning Officer that only 1 no. Scots Pine should be listed on the application form)

The Planning Committee found as follows:

Cllrs who had viewed the trees agreed that felling was an obvious requirement for both.

Cllr Day proposed that UPC Planning Committee **Support** this application: Seconded by Cllr Stephens; motion passed unanimously.

6. Decisions received from Wiltshire Council since 13 October 2016

6a) **16/09231/TCA** - Works to Trees in a Conservation Area to consist of Crown reducing 1 no. Copper Beech by 25%, at 5 Orchard Close, Urchfont, Wilts., SN10 4QX, for Mr & Mrs G Houlden. **No Objection**

7. Matters for Report

7i) **T.H.** - Non-compliant Planning issues; e.g. Fencing.

UPC had received information from members of the public regarding 3 possible planning breaches:-

1) The erection of a 6ft fence in Manor Close; 2) Railings removed and wall built at the Old School House (Conservation Area) and 3) a new entrance and tall fence at Lydeaway at Planks Farm.

TH Outlined planning requirements as found on the WC website. (For full details – see below *)

*The failure to obtain planning permission or comply with the details of 'a permission' is commonly known as a 'planning breach'. **A planning breach usually occurs when:-**

A development that requires planning permission is undertaken without the permission being granted - either because the planning application was refused or was never applied for.

A development that has been given permission subject to conditions breaks one or more of those conditions.

A planning breach in itself is not illegal and the Council will often permit a retrospective application where planning permission has not been sought. However, if the breach involves a previously rejected development (or the retrospective application fails) the Council can issue an enforcement notice requiring you to put things back as they were.

You will need to apply for Planning permission if you wish to erect or add to a fence, wall or gate and:

It would be over 1 metre high and next to a highway used by vehicles (or the footpath of such a highway); or over 2 metres high elsewhere; or

Your right to put up or alter fences, walls and gates is removed by an article 4 direction or a planning condition; or

Your house is a listed building or in the curtilage of a listed building.

The fence, wall or gate, or any other boundary involved, forms a boundary with a neighbouring listed building or its curtilage.

You will **not** need to apply for planning permission to take down a fence, wall or gate, or to alter, maintain or improve an existing fence, wall or gate (no matter how high) if you don't increase its height. **In a conservation area**, however you might need planning permission for relevant demolition in a conservation area to take down a fence, wall or gate.

You do not need planning permission for hedges as such, though if a planning condition or a covenant restricts planting (for example, on 'Open Plan' estates or where a driver's sight line could be blocked) you may need planning permission and/or other consent.

BD opined that Planks Farm fence was well over 1 metre away from highway and that the entrance was an upgrade of an already existing entrance.

RT opined that these possible breaches were a matter for WC planning and UPC role should be to bring this to their attention for any action as appropriate.

Action – TH to notify WC planning office of above to investigate any possible planning breaches and to take appropriate action.

7ii) **TH** - Update on Pond Wall - Application 15/11764/VAR: (Variation of Condition 6 of E/2012/0147/FUL to enable agreement of Pond Wall repair / maintenance scheme).

Communications from Planning Officer to Cllr Trevor Hill, commencing with the most recent;

On 04/11/16 - Additional requested information, in respect of this application, had been received from Redcliffe Homes by WC Planning Office. They will be requesting re-consultation with Urchfont Parish Council and Neighbours, via WC Planning Administration team, and will ensure that the consultation period is extended accordingly and the information is sent to UPC in time for its Planning meeting on 16th December.

On 17/10/16 – A response from Redcliffe to WC informed them that a Contractor was 'on board' and a Health & Safety package would be put together to allow the project to move forward, based on the

Structural Engineer's report. Redcliffe hoped that works on Pond Wall might commence in January 2017. On 11/08/16 – Confirmation that planning application 15/11764/VAR was still open and the specification of works would be classed as additional information submitted in support of that application, as opposed to an amendment to the application. Redcliffe Homes had not submitted this specification to date but it was considered a necessary requirement before the application could be determined by WC. UPC would be consulted once the information was submitted.

- Councillors had studied the revised Engineer's Report, the Construction Phase Plan, Scaffolding Method Statement and External Works Layout plan and all agreed that works would impact greatly on the Pond, on the residents of Manor Farmyard and also the ducks: this caused by their access/egress ramp being fenced off by the 2 metre fence to be erected along the far side of the Pond footpath. Works vehicles will be parked on the roadway and around the Pond.

Works will commence in January but no indication has been given as to their completion. Non completion by early May could impact greatly on the Scarecrow Festival, also on the Best Kept Village Competition in June.

It was agreed that UPC should hold a site meeting in early December, to which the Agent would be invited.

Action - S.J.

7iii) **T.H.** 16/08919/VAR - Plot 19 Manor Farmyard

From Planning Officer Karen Guest to **SJ/TH** on 09/11/16:-

"For information, as I know you have a Parish Council meeting tonight, the applicant has agreed to remove the proposed second dormer from the above application. I am expecting revised plans shortly but do not anticipate that a formal re-consultation on these will be necessary as they are intended to address the concerns raised. Understandably, the applicant would like the application processed as soon as possible in order to regularise those elements of the scheme which are a slight deviation from the previously approved plans, (which are considered to be acceptable)."

Following discussion it was agreed that UPC had already supported this application except for the proposed second dormer. As the dormer was now being withdrawn councillors would support this variation application.

Action – TH to check revised plans to ensure that they only related to the already supported variation elements. If and when confirmed TH had the council's authority to send to WC supporting the variation application on UPC behalf.

There being no other business, the Planning Meeting closed at 7:22 pm.

The proposed date of the next Planning Meeting is **Wednesday 14 December 2016 at 7:00 pm** in Urchfont Village Hall: preceding the Full Council meeting.

Planning Administrator Sandra Johnston – 01380 848774 – 07808 124721 – sandra-j@virgin.net

NB Hard copies of all Planning Applications & Plans are with the Planning Administrator and may be inspected by arrangement at any time. Planning Applications and their documents should also be visible on www.urchfont-pc.gov.uk or go to www.wiltshire.gov.uk and click on 'Planning Applications' – 'Planning applications online' - 'Search by planning application number'.

Signed

Date

