

**TEWKESBURY TOWN COUNCIL**

**PLANNING COMMITTEE**

**Wednesday 14<sup>th</sup> November 2018**

**MINUTES**

**Present:** Cllrs J Raywood (chairman), C Danter (Mayor), S Raywood, H Burns

**1. Welcome and introductions**

The chairman welcomed everybody and noted that all present knew each other.

**2. To receive apologies for absence**

Cllr T Walker (indisposed)

**3. To receive declarations of interest**

| Councillor     | Interest  | Item |
|----------------|---|------|
| Cllr. H. Burns | Personal – Family member is employed at the Mythe Water Treatment Works | 13   |

**4. To receive and consider requests for dispensations**

None

**5. Public participation** *(to provide members of the public with the opportunity to comment on items on the agenda)*

None

**6. To approve the minutes of the Planning Committee meeting held on 24<sup>th</sup> October 2018**

It was resolved that the minutes of the Planning Committee meeting held on 24<sup>th</sup> October 2018 should be approved.

Proposed by HB, seconded by SR

**Approved**

**7. To receive updates on matters arising from the minutes – for information only**

Item 7 - as reported at Full Council, the Tewkesbury Regeneration SPD public consultation will take place in the town Hall on Thursday 13<sup>th</sup> December from 3.30 pm.

Item 8 - SR and JR attended the public meeting at Apperley about the Gladman proposal for a garden village and have offered to meet Deerhurst Parish Council to compare notes once that Parish Council has met with Gladman themselves.

Item 17 - The Ashchurch Concept Masterplan Meeting held at the Borough Council Offices was attended by JR, SR, CD, HB and PA.

Item 19 - Our response to the Churchdown and Innsworth NDP has been submitted.  
 Item 21 – The Town Clerk has made, on our behalf, a request that the consultee comments this committee has previously made in respect of the Fiddington application should form part of the evidence submitted to the forthcoming appeal.

*During this item Cllr. C. Danter entered the meeting.*

**8. To note correspondence**

JR has been contacted by Mrs P Hanford who has expressed concern for the future of Tewkesbury. She will endeavour to meet with Mrs Hanford to discuss this.

**9. Erection of external spiral staircase to first floor with the creation fire escape doorway through to first floor, proposed canopy over terrace, new flat roof over courtyard and insertion of rooflights, internal alterations to public house and detached toilet block.**

Planning Application

Ye Olde Black Bear High Street Tewkesbury Gloucestershire GL20 5BJ

Ref. No: 18/00525/FUL

| Letter reference   | Date requested  | Expiry date     |
|--|-----------------|-----------------|
| DC/E07000083/PH3OQKQD0JB00   | Wed 24 Oct 2018 | Wed 07 Nov 2018 |
| Observations:<br><br>The Town Council is guided by the opinion of the Building Control officer and therefore has no objection. |                 |                 |

**10. Installation of bathroom extract through rear elevation wall and internal alterations (including removal of existing partitions and provision of new stud partitions and joinery) in association with proposed change of use from retail (use class A1) to cafe (use class A3) at ground floor level only**

Planning Application

149 High Street Tewkesbury Gloucestershire GL20 5JP

Ref. No: 18/01046/LBC

| Letter reference   | Date requested  | Expiry date     |
|--|-----------------|-----------------|
| DC/E07000083/PGOQFOQD0IU00   | Tue 23 Oct 2018 | Tue 13 Nov 2018 |
| Observations:<br><br>No objection. It will be good to see this property brought back into use. |                 |                 |

**11. Change of use from retail (use class A1) to cafe (use class A3) at ground floor level only**

Planning Application

149 High Street Tewkesbury Gloucestershire GL20 5JP

Ref. No: 18/00557/FUL

| Letter reference           | Date requested  | Expiry date     |
|----------------------------|-----------------|-----------------|
| DC/E07000083/P9I3PJQDHRM18 | Tue 23 Oct 2018 | Tue 13 Nov 2018 |

Observations:

No objection. It will be good to see this property brought back into use.

**12. Proposed internal and external alterations to dwellinghouse, including replacement of existing windows and patio door to rear, with new bi-fold door, replacement timber casement windows within rear elevation, secondary glazing to ground floor window within front elevation. Demolition and re-building section of existing boundary wall, re-building of hipped roof and re-building wall to existing workshop - Grade II Listed**

**Building ref: 30/342**

Planning Application

1 Tolsy Lane Tewkesbury Gloucestershire GL20 5AE

Ref. No: 18/00251/LBC

| Letter reference           | Date requested  | Expiry date     |
|----------------------------|-----------------|-----------------|
| DC/E07000083/PHILMOQD0GF00 | Thu 01 Nov 2018 | Thu 15 Nov 2018 |

Observations:

The Town Council stands by its previous comment in respect of deferring to the opinion of the Conservation Officer.

**13. Installation of 3no. UV kiosks and 1no. plant control unit. Installation of mesh to the external openings of the GAC building.**

Planning Application

Mythe Water Treatment Works Mythe Road Tewkesbury Gloucestershire GL20 6AA

Ref. No: 18/01067/FUL

| Letter reference           | Date requested  | Expiry date     |
|----------------------------|-----------------|-----------------|
| DC/E07000083/PH5U0GQD0IL01 | Thu 25 Oct 2018 | Thu 15 Nov 2018 |

Observations:

No objection. The Town Council is pleased to see continued development and improvement, to improve water quality and protect wildlife.

14. **Proposed internal and external alterations to dwellinghouse, including replacement of existing windows and patio door to rear, with new bi-fold door, replacement timber casement windows within rear elevation, secondary glazing to ground floor window within front elevation. Demolition and re-building section of existing boundary wall, re-building of hipped roof and re-building wall to existing workshop - Grade II Listed Building ref: 30/342**

Planning Application

1 Tolsey Lane Tewkesbury Gloucestershire GL20 5AE

Ref. No: 18/00250/FUL

| Letter reference   | Date requested  | Expiry date     |
|--|-----------------|-----------------|
| DC/E07000083/PHILKMQD0GF00   | Thu 01 Nov 2018 | Thu 15 Nov 2018 |
| Observations:<br><br>The Town Council stands by its previous comment in respect of deferring to the opinion of the Conservation Officer. |                 |                 |

15. **Demolition of existing and erection of a replacement single storey rear extension. Alterations to windows and doors including front light well.**

Planning Application

6 Gravel Walk Tewkesbury Gloucestershire GL20 5NH

Ref. No: 18/01047/FUL

| Letter reference   | Date requested  | Expiry date     |
|--|-----------------|-----------------|
| DC/E07000083/PH07G8QD0IP00   | Mon 22 Oct 2018 | Fri 16 Nov 2018 |
| Observations:<br><br>The Town Council wishes to defer to the opinion of the Conservation Officer with regard to the proposed use of UPVC windows, doors and guttering. |                 |                 |

16. **Retrospective application for change of use of upper floors of building from veterinary surgery (use class D1) to 1 no. self-contained residential unit (use class C3)**

Planning Application

Crescent Veterinary Centre 31 Church Street Tewkesbury Gloucestershire GL20 5PD

Ref. No: 18/00995/FUL

| Letter reference                  | Date requested  | Expiry date     |
|-----------------------------------|-----------------|-----------------|
| DC/E07000083/PFYUHEQDJ3C19        | Tue 06 Nov 2018 | Tue 27 Nov 2018 |
| Observations:<br><br>No objection |                 |                 |

**17. Over cladding of existing teaching block associated with overall block refurbishment, erection of single storey entrance and 2 no. canopies, installation of new windows and provision of associated vehicular parking area and hard and soft landscaping**

Planning Application

Tewkesbury Comprehensive School Ashchurch Road Tewkesbury Gloucestershire GL20 8DF

Ref. No: 18/00984/FUL

| Letter reference  | Date requested  | Expiry date     |
|---|-----------------|-----------------|
| DC/E07000083/PFRILFQDJ1L14  | Wed 07 Nov 2018 | Wed 28 Nov 2018 |
| <p>Observations:</p> <p>Following the advice of our tree warden the Town Council wishes to emphasise the need to replace any trees that are removed and also to replant the transplanted tree immediately. The Town Council recognises the benefit of trees in regulating air quality and managing ground water levels. The tree warden has expressed deep concern at the potential loss of the Portuguese Laurel and the Rowan.</p> <p>With regard to the building works it is good to see the school endeavouring to improve the quality of the learning environment and the Town Council has no objection to this proposal, which will increase the lifespan of this prominent building close to one of the town's gateways.</p> |                 |                 |

**18. To receive feedback from Cllr S Raywood about his recent course on 'Planning Applications from a Local Council Perspective.'**

Councillor S. Raywood reported to the Committee that attended a training course organised by the Gloucestershire Association of Parish and Town Councils held at the Parish Hall, Highnam on Tuesday 6<sup>th</sup> November 2018. The *Planning applications from the perspective of town and parish councils* training course was delivered by Andrea Pellegram MRTPI of Andrea Pellegram Ltd and Planning Local. The committee was updated that the Committee is implementing good practice including in the area of Pre-Application engagement. Councillor S. Raywood also informed the Committee that Planning Local provides a membership service at a cost of £100 per year for Local Councils.

**19. To receive an update on the progress of the Town Council's response to the Borough Plan - Preferred Options consultation and to agree further actions**

A working group met on 31<sup>st</sup> October to discuss each of the 84 policies in the Preferred Options document. A list of questions and comments were formulated and these were put to the Borough Officer at the consultation evening on 8<sup>th</sup> November. A brief overview of the questions and answers was given.

The working party will meet again on the 21<sup>st</sup> November at 6.00pm, to formulate the Town Council's response to the Preferred Options, so that they can be signed-off at the next Planning Committee meeting, for submission before the deadline on 30<sup>th</sup> November.

**20. To note decisions made in October 2018, in respect of planning applications made to Tewkesbury Borough Council**

Noted

**21. To receive a likely schedule with respect to up-coming consultations, both local and national**

- The deadline for responses to the Preferred Options plan is **30<sup>th</sup> November 2018**
- Assuming Borough Executive approval, there will a public consultation on the Regeneration SPD in the town Hall on **13<sup>th</sup> December 2018**.
- The JCS consultation is now open. The closing date is 11<sup>th</sup> January 2019.
- The understanding from the Borough is that it is early days for the JCS Ashchurch Masterplan but it will move forward at pace, so we can probably expected there to be a public consultation early in the New Year.
- Planning reform: supporting the high street and increasing the delivery of new homes is a national consultation, some of which is very relevant to Tewkesbury. The closing date for this is the 14<sup>th</sup> January 2019.

**22. To receive an update on the committee budget for 2019-2020 and agree on necessary modifications**

Following the development of a draft Committee budget in September 2018 the Committee discussed amendments to account for Community Infrastructure Levy and the setting of a Contingency in line with a decision of a meeting of the full Town Council.

| Item                                | Notes   | Amount    |
|-------------------------------------|---|-----------|
| CIL                                 | Income from CIL will potentially be input at 6-monthly intervals. TBC will require from the Committee an annual report of CIL income and expenditure. CIL money will have to go into earmarked reserves at the end of each financial year. CIL must be spent with five years, or returned to TBC.   | £0.00     |
| Outreach expenses                   | For printing and refreshments at Cluster meetings and Open Forum meetings   | £500.00   |
| Communication and display equipment | The Town Council should have more than the one projector and screen, as sometimes it is needed in the Watson Hall and the Town Hall at the same time. A large (54"+) LED monitor, permanently stationed in the Court Room would provide a more user-friendly alternative to a projector, and could be used daily to provide public information and promote Council activities and events within the town. | £5,000.00 |
| Contingency                         | To cover the cost of a replacement projector bulb, if required  | £100.00   |

**23. To agree on the content of Planning Public Forum meetings for the months of November and December.**

In view of substantial pressure to build more houses around Tewkesbury it was agreed that Councillors from this and neighbouring parishes will be invited to a meeting at the Town Hall on the 28<sup>th</sup> November 2018. The meeting will start at 6.00pm and finish at 6.55 pm. Councillors will be able to draw attention to the planning pressures and concerns uppermost within their own parishes and these will be collated in order to inform the agenda of further cluster meetings in the New Year.

On December 14<sup>th</sup> 2018 the public will be invited to a meeting to revive the Tewkesbury NDP process.

Other possible topics for further public meetings in the New Year include:

- Conservation areas and the Article 4 Direction
- The A46 corridor and Junction 9
- Key sites identified in the Regeneration SPD
- Section 106 and CIL
- The role Civic Society in Tewkesbury
- The Historical Society in Tewkesbury
- Use classes of Town Centre buildings
- Shop fronts
- The Severn Ham

**There being no further business, the meeting closed at 9.30 pm.**

**Chairman's signature**

**Date**