



TEWKESBURY TOWN COUNCIL PLANNING COMMITTEE

Wednesday 26th June 2019

MINUTES

Present: Councillors J Raywood, S Raywood, G Preedy, H Davies (Ad-Hoc)

Public Present: One member of the public was present and Mr. N Sallis (Tewkesbury Borough Council Development Services – Technical Support).

The meeting commenced at 19:00.

P.19.046 Welcome and introductions

The chairman welcomed all present and issued the usual housekeeping notices. Introductions were made.

P.19.047 To receive apologies for absence

None

P.19.048 To receive declarations of interest

None

P.19.049 To receive and consider requests for dispensations

None

P.19.050 Public participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person)*

None

P.19.051 To approve the minutes of the Planning Committee meeting held on 12th June 2019

Proposed by Cllr. H. Davis Seconded by Cllr. G. Preedy
It was **resolved** to **approve** the minutes.



P.19.052 To receive updates on matters arising from the minutes – for information only

Re. P.19.035, Annette Roberts has contacted JR by email, apologising for not having replied sooner, confirming the willingness of TBC to engage with our public forum meetings and asking if they should meet to discuss topics. They are now trying to arrange a date.

P.19.053 To note correspondence

A possible enforcement issue in Newtown had been brought to JR's attention by Cllr Brennan. It being unclear as to whether or not the work was permitted development, JR asked Borough Planning officer, Emily Pugh, for advice and she has now referred it to Enforcement officer, Will Cole.

P.19.054 To discuss issues arising from the unreliability of the Borough Council's Planning Portal and identify strategies that will enable this committee to fulfil its role in the event of future technical difficulties

JR outlined the following issues:

- Access to planning application documents is via the public access portal. Without access, this committee cannot fulfil its role as consultee.
- There is a 21 day-long window, during which consultee comments must be submitted. If this committee has indicated an intention to comment on an application but is prevented by technical difficulties that are beyond our control but within the control of the Planning Authority, then it can be argued that the Planning Authority cannot reasonably determine the outcome. (The Planning Authority also has a deadline to meet.)
- Technical problems have in the past been such a significant and frustrating feature of Planning Committee meetings that many councillors are deterred from joining the committee, which therefore can struggle to be quorate. Considerable efforts have been expended in order to make this committee more dynamic and attractive to potential members. PA problems serve to counter-act these efforts.
- We are currently downloading everything we can, pertaining to each application, onto a memory stick, just in case. Although each application in itself can be downloaded quickly, we process about 150 applications per year, which cumulatively amounts to a considerable amount of time spent on abortive work.
- If we download at the earliest opportunity we may miss out on later versions of drawings and other vital information. If we don't download until shortly before our meeting we run the risk of not having access at all.

Strategies for the future:

- We need to know what we can reasonably request from the Borough when the system goes down. Mr Sallis agreed that he has full access to documents and they don't take long to download. A fortnight ago, there was no one available to do this and the IT department had assured him that the Portal would be operational by 7.00pm.



- Would it help if we were to copy-in a tech-admin officer when we issue our agendas? Mr Sallis said yes. This will enable him to know what applications we will be considering and when, so that if the system fails he can ensure that we are provided with the information we need by another means.

Action: Assistant Town Clerk – to copy all future Planning Committee agendas to Development Applications, cc N Sallis.

- Communication seems to be the key. Mr Sallis identified a need for improved communication between the Borough’s IT department and other departments. He also identified that all parishes would benefit from being informed directly by the IT department when parts of the system are out of action and he will request that this happens.

Action: N Sallis - to request that the Borough IT department notify TTC directly when relevant sectors of their system is, or will be, out of action.

- Another Portal issue has occurred from time to time, when documents that we think should have been made available to us on the Portal have not been available. Also, when we have not been alerted to the presence of documents to which we are expected to respond. With regard to this, Mr Sallis said that it is currently discretionary as to whether Planning Officers invite consultees to comment on modified applications but that the system can be set to do this automatically as a default. This committee expressed a preference for this to happen, as it now includes a ‘catch-up’ item on all its agendas, for this very purpose (see item 20 of this agenda).

Action: N Sallis - to request that the default setting on the Planning Portal be changed, so that all the documents this committee needs to see are made available automatically.

JR thanked Mr Sallis for his attendance and contribution to the meeting.

P.19.055 Erection of a two storey side and single storey rear extension.

Planning Application
 11 Walton Close Newtown Tewkesbury Gloucestershire GL20 8DH
 Ref. No: 19/00504/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRJWFXQDMDO0J	Thu 23 May 2019	Thu 13 Jun 2019
Observations: No Objection.		



P.19.056 Demolition of existing garage, erection of a two storey side extension and single storey rear /side extension, front elevation to be partially rendered.

Planning Application
 58 Carrant Road Mitton Tewkesbury Gloucestershire GL20 8AD
 Ref. No: 19/00282/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRY738QD0LI00	Thu 23 May 2019	Thu 13 Jun 2019
Observations: No Objection.		

P.19.057 2 Cotoneaster Trees removed, Laburnum removed, Willow raise crown , Large Cypress removed

Planning Application
 Black Bear Inn High Street Tewkesbury Gloucestershire GL20 5BJ
 Ref. No: 19/00549/TCA

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSBOVVQD08O01	Thu 30 May 2019	Thu 20 Jun 2019
Observations: The Town Council has no objection to the proposed work to the Cotoneaster Trees and the Laburnum Tree. The Town Council has no objection to the raising of the crown of the Willow Tree. Following the advice of the Parish Tree Warden this Council would prefer the Cypress to be left alone but if it is to be removed another tree should be planted in its stead.		

P.19.058 Erection of two storey and single storey side/rear extensions. Replacement of front gutter & downpipes and external painting.

Planning Application
 6 St Marys Lane Tewkesbury Gloucestershire GL20 5SL
 Ref. No: 19/00483/LBC

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSKFR1QD0IP00	Tue 04 Jun 2019	Tue 25 Jun 2019
Observations: No Objection subject to Conservation Officer's Comment.		



P.19.059 Erection of two storey and single storey side/rear extensions. Replacement of front gutter & downpipes and external painting.

Planning Application
6 St Marys Lane Tewkesbury Gloucestershire GL20 5SL
Ref. No: 19/00482/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRN9UGQD0IP00	Tue 04 Jun 2019	Tue 25 Jun 2019
Observations: No Objection subject to Conservation Officer's Comment.		

P.19.060 Installation of roof mounted maintenance access platform and new extract ventilation & platform to side elevation.

Planning Application
Royal Hop Pole Hotel Church Street Tewkesbury Gloucestershire
Ref. No: 19/00581/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSMNE6QD0IP09	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: The Town Council wishes to understand the potential noise impact of the extractor fan on residents in the adjacent building. Other than this potential issue this Council has no objection.		

P.19.061 Installation of roof mounted maintenance access platform and new extract ventilation & platform to side elevation.

Planning Application
Royal Hop Pole Hotel Church Street Tewkesbury Gloucestershire
Ref. No: 19/00502/LBC

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSB8B9QD0IP00	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: No Objection.		



P.19.062 Proposed independent dwelling with creation of vehicular and pedestrian access (revised application)

Planning Application
 2 Walton Close Newtown Tewkesbury Gloucestershire GL20 8DH
 Ref. No: 19/00454/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRLL3GQD0IU00	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: Objection: The Town Council considers that the proposed development represents over-development of this site. The Vehicular Access to the site is also a cause for concern due to potential detrimental impact on highway safety. The drawings provided do not sufficiently demonstrate adequate visibility for this access.		

P.19.063 Erection of a 1 bedroom bungalow

Planning Application
 13 East Street Tewkesbury Gloucestershire GL20 5NR
 Ref. No: 18/01249/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PSXOGLQD0LI00	Tue 11 Jun 2019	Tue 02 Jul 2019
Observations: No Objection subject to Conservation Officer's Comment.		

P.19.064 Erection of a two storey side and rear extensions with ground floor car port at side.

Planning Application
 20 Carrant Road Mitton Tewkesbury Gloucestershire GL20 8AD
 Ref. No: 19/00520/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PRWK4OQDMGZ00	Fri 14 Jun 2019	Fri 05 Jul 2019
Observations: No objection.		



P.19.065 To note any additional information on the Planning Portal regarding applications to which this committee has already responded and agree further actions

None.

P.19.066 To receive an update on the proposed development of approximately 500 houses to the east of Bredon Road

Councillor S Raywood provided a short update about the proposal which is will awaiting a decision. Further information has been provided by the applicant in relation to a counsel opinion on five-year housing land supply. Worcestershire County Council Local Education Authority is currently objecting to the development in relation to the provision of School Places and the removal of an objection by the Environment Agency.

P.19.067 To receive an update on 3, Saffron Road

An easement has been found, which forbids the building of any structure taller than 8 feet high on the second parcel of land that the old Borough sold to 3, Saffron Road, ie. in front of the Tudor Room window, without permission. The enforcement of it appeared to be complicated by the subsequent sale of part of the properties with which the easement lies, namely 61 and 62 Barton Street. However, the solicitor is now content that the intention of the easement is very clear and that the Town Council has the right to enforce it. Therefore, the solicitor has been instructed to send a pre-litigation letter to the owner of 3, Saffron Road.

There being no further business, the meeting closed at 20:30.

Chairman's signature

Date