



TEWKESBURY TOWN COUNCIL

PLANNING COMMITTEE

Wednesday 9th October 2024

To: Cllr. Joanne Raywood, Cllr. Simon Raywood, Cllr Alan Hayes, Cllr. Paul Jones, Mr Ryan Maggs and Mr Richard Carey

You are summoned to a meeting of the Planning Committee, to be held in the Court Room,
Tewkesbury Town Hall, on

Wednesday 9th October, at 7.30 pm.

Members of the public and press are welcome to attend.

Debbie Hill
Town Clerk
2nd October 2024

AGENDA

- 1. Welcome.**
- 2. To receive apologies for absence**
- 3. To receive declarations of interest**
- 4. To receive and consider requests for dispensations**
- 5. To approve the minutes of the Planning Committee meeting held on 28th August 2024**
- 6. To receive updates on matters arising from the minutes – for information only**
- 7. To approve an addendum to the minutes of the Planning Committee meeting held on 28th August 2024**

8. **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)
9. To note correspondence
10. To receive the Borough Councillor's report (if applicable)
11. **Change of use, ground floor from commercial E (Tea Rooms) to C3 residential.**
Planning Application
Abbey Tea Rooms 59 Church Street Tewkesbury Gloucestershire GL20 5RZ
Ref. No: 24/00618/FUL
12. **Installation of two digital display screens**
Planning Application
Roses Theatre Sun Street Tewkesbury Gloucestershire GL20 5NX
Ref. No: 24/00166/ADV
13. **Removal/Variation of condition 2 of 23/00606/FUL to include corrected drawings and include additional information into the approval.**
Planning Application
8 York Road Tewkesbury Gloucestershire GL20 5HN
Ref. No: 24/00568/FUL
14. To consider the following recently validated planning applications in the event of their being entered into the Town Council's in-tray on the Planning Portal:

Variation of condition 4 of planning application 16/00969/FUL so that "The filling station shall be limited to the following trading hours: 0600 to 2200 daily.

Morrisons Petrol Station Ashchurch Road Tewkesbury Gloucestershire GL20 8AB
Ref. No: 24/00804/FUL

Retrospective works to fascia and hanging sign including new graphics

112 High Street Tewkesbury Gloucestershire GL20 5JY
Ref. No: 24/00806/FUL

Demolition of existing summer house and garden store. Conversion and extension of existing garage.

33 Barton Road Tewkesbury Gloucestershire GL20 5QL
Ref. No: 24/00778/FUL

Change of use of existing restaurant to hotel use and ancillary restaurant, together with external alterations to the building and car park and associated works.

Elmbury Lodge Shannon Way Ashchurch Tewkesbury Gloucestershire GL20 8ND
Ref. No: 24/00781/FUL

Proposed change of use of vacant first and second floor and part ground floor office spaces, including internal alterations, in order to create one self-contained two-bedroom residential apartment.

First Floor 119 High Street Tewkesbury Gloucestershire GL20 5JY

Ref. No: 24/00752/LBC

Proposed change of use of vacant first and second floor and part ground floor office spaces in order to create one self-contained two-bedroom residential apartment.

First Floor 119 High Street Tewkesbury Gloucestershire GL20 5JY

Ref. No: 24/00751/FUL

Change of Use from Offices to a Single Residential Dwelling

39 High Street Tewkesbury Gloucestershire GL20 5BB

Ref. No: 24/00686/FUL

Application for siting of InPost Parcel Locker (relocation of existing locker)

Tewkesbury Squash Club 13 Ashchurch Road Tewkesbury Gloucestershire GL20 8DP

Ref. No: 24/00690/FUL

- 15. To receive an update on CIL funding**
- 16. To receive the current budget report and earmarked reserves report**
- 17. To consider budgetary requirements for the year 2025-2026 and the forward budget**
- 18. To receive an update on plans for a public meeting about Healings Mill**
- 19. To note any additional information on the Planning Portal regarding applications to which this committee has already responded, and agree further actions**



TEWKESBURY TOWN COUNCIL

PLANNING COMMITTEE

Wednesday 11th September 2024

Present: Cllrs. J Raywood, A Hayes, P Jones, Mr R Maggs and Mr R Carey

In attendance: Mrs K Chambers (Admin), 1 member of the public

MINUTES

P.24/25.137 Welcome.

The chairman welcomed all present and ensured that introductions had been made when the meeting opened at 7.30 pm.

P.24/25.138 To receive apologies for absence

Cllr. S Raywood (work)

P.24/25.139 To receive declarations of interest

None

P.24/25.140 To receive and consider requests for dispensations

None

P.24/25.141 To approve the minutes of the Planning Committee meeting held on 28th August 2024

Proposed by Mr Carey and seconded by Cllr Jones

It was resolved to **approve** the minutes

P.24/25.142 To receive updates on matters arising from the minutes – for information only

P.23/24.375 – Accessibility project – ongoing

P.24/25.024 – click and collect point – the neighbour is becoming increasingly concerned about the impact of this development on himself and his property. The cyber-attack at TBC means that no further communication on the matter is possible at this stage.

P.24/25.097 – enforcement - ongoing

P.24/25.104 – Healings Mill and perceived inconsistencies on the Planning Portal - no further response at this time, due in part to the cyber-attack to which TBC has been recently subjected.

P.24/25.131 – There are some possible dates for a public meeting on Healings Mill in the Watson Hall. However, the architect has asked that he and the developers

present to full council first. The clerk has been asked for a date for this. Our letter to TBC concerning the Healings Mill application has been sent. Cllr Bowman has also made enquiries about the application. We understand that, from now on, the monthly meetings with the developer will be chaired by the Chief Executive. We also understand that the architect hopes that EA will attend the monthly meetings. Cllr Bowman has made the point to TBC that there should be a representative from Tewkesbury Town Council at the table, since we have an interest over the site, concerning access to the Severn Ham and the dangerous attraction it presents to young people.

P.24/25.143 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.24/25.144 To note correspondence
The County Council report to Full Council on Monday evening included an oral 'hot off the press' addendum to the effect that there will imminently be a consultation regarding proposed improvements to Junction 9 of the M5.

P.24/25.145 To receive the Borough Councillor's report (if applicable)
None

P.24/25.146 Change of use, ground floor from commercial E (Tea Rooms) to C3 residential.
Planning Application
Abbey Tea Rooms 59 Church Street Tewkesbury Gloucestershire GL20 5RZ
Ref. No: 24/00618/FUL

Response deferred - the planning portal is unavailable due to the recent cyber-attack.

P.24/25.147 Installation of two digital display screens
Planning Application
Roses Theatre Sun Street Tewkesbury Gloucestershire GL20 5NX
Ref. No: 24/00166/ADV

Response deferred, as above

P.24/25.148 Removal/Variation of condition 2 of 23/00606/FUL to include corrected drawings and include additional information into the approval.
Planning Application
8 York Road Tewkesbury Gloucestershire GL20 5HN
Ref. No: 24/00568/FUL

Response deferred, as above

P.24/25.149 To note any additional information on the Planning Portal regarding applications to which this committee has already responded, and agree further actions

Planning Portal unavailable – action not possible

A second member of the public arrived in the meeting at this point in the proceedings.

P.24/25.150 To note any additional applications on the Planning Portal which will expire before Wednesday 11th September 2024 and agree further actions

Planning Portal unavailable – action not possible

P.24/25.151 To note the decisions made in August 2024, in respect of planning applications to Tewkesbury Borough Council

Noted

P.24/25.152 To consider Gloucestershire County Council’s Local Development Guide (LDG), which closes on 29th September 2024.

<https://haveyoursaygloucestershire.uk.engagementhq.com/local-development-guide-consultation>

It is noted that the Local Development Guide will not constitute a statutory planning document but will identify the mitigation needed to offset the impacts of new development. It is our understanding that S106 and CIL agreements between the local Planning Authority and developers will use this document as a point of reference.

Committee members have three areas of concern which they wish to raise. The first is the identity of the approved source of flood data. It is our belief that the Environment Agency’s data is out of date and does not reflect the kinds of flood levels Tewkesbury has been seeing with increasing regularity.

Our second concern is about sustainability, which we feel is not adequately addressed within the document. What mitigations can be identified to enable net zero development to take place?

Finally, in the section about libraries and museums, we feel that consideration should be given to the deposition and storage of archaeology. All development, of the scale for which this document is intended, is likely to produce archaeological finds, which need to be stored appropriately and made available for the public to learn from them. Within the County, many of the repositories are full, especially in Tewkesbury and Cirencester, while The Wilson needs to remove from its premises those items from Tewkesbury Borough which were accessioned before 2012. The senior Museum Development Officer for Gloucestershire, at Museum Development South West, is aiming to understand and seek solutions to this problem and it would be worthwhile for the County Council to speak to her about it.

A form of words which raises all the points above will be agreed by email and then submitted to Gloucestershire County Council.

P.24/25.153 To receive an update on the progress of the NSIP application to improve M5 junction 10.

Update received. The application is at the examination stage, with a deadline for responses of 1st October 2024. There are numerous documents now available for review on the website.

Discussed possible links to other plans in the pipeline, such as junction 9 potential developments and proposed work at Coombe Hill.

There being no further business, the meeting was closed at 8.35pm

Chairman's signature

25th September 2024

Tewkesbury Town Council Planning Committee

9th September 2024

Item 7 - To approve an addendum to the minutes of the Planning Committee meeting held on 28th August 2024

As it has since come to this committee's attention that a typographical error in minute P.24/25.131 is misleading, we wish to add the following corrected minute to those minutes:

The committee considered six drawings that are in the Planning Authority's possession but which have not made their way into the public part of the planning portal. These were made available to us on the chairman's request, by the architect, Mr Beswick, who answered the committee's questions.

Committee members are of the opinion that all outstanding concerns regarding waste bin locations and flood defences have now been answered to their satisfaction. They are also in agreement with the Environment Agency that the displacement of *8 cubic metres of flood water* in Red Lane can be conditioned, subject to mitigation for this on the island site.

It was proposed by Cllr Hayes and seconded by Cllr Jones that a letter be written to Tewkesbury Borough Council's Chief Executive, Alistair Cunningham, senior planners Nick Bryant and Catherine Ashby, plus the appointed planning officer for **Redevelopment of former Healings Mill Offices, demolition of no3 Quay Street and erection of 3 apartments and 3 townhouses, and refurbishment of no4 Quay Street for 3 apartments.**

4 Quay Street Tewkesbury Gloucestershire GL20 5BE

Ref. No: 23/00559/FUL.

The letter will provide the committee's response to the drawings and affirm that we have no objection to the proposed development. It will also urge the Borough to expedite the determination of the application, which has now been in process for 64 weeks, when it should have been determined within 26 weeks. The committee will remind the Borough how important the development of this site is to the people of Tewkesbury town, not only in an emotional sense, but also to their economic well-being and the physical health and safety of their young people.



Tewkesbury Town Council

Planning Committee 9th October 2024 Item 15 – CIL Report

What is a Community Infrastructure Levy (CIL)?

The CIL allows local authorities in England and Wales to raise funds from developers carrying out projects in their area to fund a wide range of infrastructure that is needed to support new development. It does not replace Section 106 planning obligations which continue to be used for affordable housing provision and site-specific mitigation measures which are necessary to make a planning application acceptable in planning terms.

CIL is calculated on a square meter basis and each Authority has its own charging schedule (see below) which states the rates for different types and scales of development, such as:

- New buildings, conversions or changes of use that create at least one new dwelling; or
- Residential extensions or annexes which increase the floor area of a dwelling by 100 square metres or more.

Some types of development are exempt, such as:

- It is not a building.
- It is a building but people do not normally go into it.
- It is a building but people only go into it intermittently for the purpose of inspecting or maintaining fixed plant or machinery.
- It is a vacant building which will be brought back into the same use.
- It increases the floor area by less than 100m², unless a dwelling is created.
- It is not included or currently attracts a zero charge in the relevant authorities charging schedule.

A development may be eligible for relief in the following circumstances:

- Where an application for a Self-Build exemption has been successful
- Where an application for a Social Housing exemption has been successful
- Where an application for a Charitable Development exemption has been successful

How will the levy be spent?

CIL monies collected are apportioned into three areas:

- 5% to administrative costs
- 15% to the Parish Council
- the remaining 80% held by the Borough Council for use on, “the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area”.

In any financial year when a Parish receive, hold or spend CIL monies they are required to produce a ‘Parish Funding Statement’ which must be published on their website having first been submitted to, and agreed with, the Borough Council. In this parish council, councillors have requested that the Planning Committee create a CIL report in April and in September of each year.

Report for the year 2023-24

Total CIL receipts for the reported year	£2,251.83
Total CIL expenditure for reported year	£0.00
Summary details of CIL expenditure during reported year, including:	
• The items to which CIL has been applied	£0.00
• The amount of CIL expenditure on each item	£0.00
Total amount of CIL for the reported year reclaimed at the end of the reported year	£0.00
Details of any notices received in accordance with regulation 59E, including	
• The total value of CIL receipts subject to notices served in accordance with regulation 59E during the reported year	£0.00
• The total value of CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the reported year	£0.00
Total amount of:	
• CIL receipts for the reported year retained at the end of the reported year	£2,251.83
• CIL receipts from previous years retained at the end of the reported year	£0.00

Interim Report for the year 2024-25

Total CIL receipts for the reported year	£0.00
Total CIL expenditure for reported year	£0.00
Summary details of CIL expenditure during reported year, including:	
• The items to which CIL has been applied	£0.00
• The amount of CIL expenditure on each item	£0.00
Total amount of CIL for the reported year reclaimed at the end of the reported year	£0.00
Details of any notices received in accordance with regulation 59E, including	
• The total value of CIL receipts subject to notices served in accordance with regulation 59E during the reported year	£0.00
• The total value of CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the reported year	£0.00
Total amount of:	
• CIL receipts for the reported year retained at the end of the reported year	£0.00
• CIL receipts from previous years retained at the end of the reported year	£2,251.83

Annual Budget - By Centre (Actual YTD Month 6)

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
400	Planning											
1130	Misc Income	0	3,356	0	0	0	0	0	0	0	0	0
1600	CIL Income	0	2,252	0	0	0	0	0	0	0	0	0
	Total Income	0	5,608	0	0	0	0	0	0	0	0	0
4718	Community Development Planning	0	0	0	0	1,000	0	1,000	0	1,000	0	0
4719	Planning Consultancy	5,000	3,585	0	0	5,000	0	5,000	0	5,000	0	0
4810	Outreach	500	480	0	0	500	0	500	0	500	0	0
	Overhead Expenditure	5,500	4,065	0	0	6,500	0	6,500	0	6,500	0	0
	400 Net Income over Expenditure	-5,500	1,543	0	0	-6,500	0	-6,500	0	-6,500	0	0
6000	plus Transfer from EMR	0	-1,415	0	0	0	0	0	0	0	0	0
6001	less Transfer to EMR	0	5,608	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(5,500)	(5,480)			(6,500)		(6,500)	0	(6,500)		
	Total Budget Income	0	5,608	0	0	0	0	0	0	0	0	0
	Expenditure	5,500	4,065	0	0	6,500	0	6,500	0	6,500	0	0
	Net Income over Expenditure	-5,500	1,543	0	0	-6,500	0	-6,500	0	-6,500	0	0
	plus Transfer from EMR	0	(1,415)	0	0	0	0	0	0	0	0	0
	less Transfer to EMR	0	5,608	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(5,500)	(5,480)			(6,500)		(6,500)	0	(6,500)		

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>400 Planning</u>						
4718 Community Development Planning	0	1,000	1,000		1,000	
4719 Planning Consultancy	0	5,000	5,000		5,000	
4810 Outreach	0	500	500		500	
Planning :- Indirect Expenditure	<u>0</u>	<u>6,500</u>	<u>6,500</u>	<u>0</u>	<u>6,500</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(6,500)</u>	<u>(6,500)</u>			
Grand Totals:- Income	0	0	0			
Expenditure	0	6,500	6,500	0	6,500	
Net Income over Expenditure	<u>0</u>	<u>(6,500)</u>	<u>(6,500)</u>			
Movement to/(from) Gen Reserve	<u>0</u>					

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR BUILD 64 BS Maintenance	66,935.00		66,935.00
321 EMR BUILD Town Hall Gardens	250.00		250.00
322 EMR MOOR Prior's Court	19,894.23		19,894.23
324 EMR E&A Noticeboards & Swapbox	1,708.00		1,708.00
325 EMR E&A Playground Projects	24,003.00		24,003.00
326 EMR E&A Youth	4,105.00		4,105.00
328 EMR BUILD War Memorial	7,875.73		7,875.73
329 EMR SH Severn Ham	34,133.00		34,133.00
330 EMR E&A CCTV	4,125.00		4,125.00
331 EMR E&A Tree Maintenance	5,650.00		5,650.00
332 EMR E&A Street Furniture	6,014.00		6,014.00
333 EMR E&A Toilet Block Project	13,145.00		13,145.00
335 EMR E&A Bus Shelters	10,773.25		10,773.25
336 EMR FIN Regalia	209.00		209.00
337 EMR FIN Website	2,520.00		2,520.00
338 EMR FIN Professional Fees	5,237.00		5,237.00
339 EMR FIN Legal	17,467.00		17,467.00
340 EMR FIN Elections	5,000.00		5,000.00
341 EMR FIN Tourism & Marketing	1,757.00		1,757.00
342 EMR FIN Newsletter	2,148.00		2,148.00
343 EMR SH Weeding	22,679.00		22,679.00
344 EMR SH Severn Ham Tree Maint	8,000.00		8,000.00
345 EMR SH Hay Sowing Project	8,675.00		8,675.00
346 EMR SH Footpath Repairs	3,253.00		3,253.00
349 EMR MOOR Projects	14,051.00		14,051.00
350 EMR BUILD Watson Hall Lease *	20,000.00		20,000.00
351 EMR BUILD 64 BS Grant Income	144,321.00	-144,321.00	0.00
354 EMR BUILD TH Maintenance	18,029.00		18,029.00
355 EMR BUILD WH Projects	19,319.00		19,319.00
356 EMR BUILD WH Bar Equipment	2,062.00		2,062.00
357 EMR BUILD 64 BS Projects	11,219.00		11,219.00
359 EMR PLA Community Devel Planni	5,856.00		5,856.00
360 EMR BUILD TH Projects	33,362.00		33,362.00
361 EMR FIN Community Grants	600.00		600.00
362 EMR FIN Tewkes Live Music Fest	2,199.00	-2,199.00	0.00
364 EMR Buildings Fundraising	720.00		720.00
365 EMR FIN Events and Services	2,439.00		2,439.00
366 EMR BUILD TH Equipment	870.00		870.00
367 EMR E&A Toilet Block Utilities	1,429.00		1,429.00
369 EMR STA Training	2,087.00		2,087.00
370 EMR PLA CIL	2,252.00		2,252.00
371 EMR PLA Planning Consultancy	1,415.00		1,415.00
372 EMR STA Professional Fees	3,792.00		3,792.00
373 EMR E&A Defibrillators	1,500.00	-1,500.00	0.00
375 EMR BUILD WH Go Fund Me	76.00		76.00
	563,154.21	-148,020.00	415,134.21

