



PLANNING COMMITTEE

Wednesday 25th June 2025

To: Cllr. Joanne Raywood, Cllr. Simon Raywood, Cllr Alan Hayes, Cllr. Paul Jones, Cllr. Rod Gurney, 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 25th June, at 7.30 pm.

Members of the public and press are welcome to attend.

Debbie Hill
Town Clerk
18th June 2025

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 11th June 2025**
- 6. To receive updates on matters arising from the minutes – for information only**
- 7. 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)*
- 8. To note correspondence**

9. To receive the Borough Councillor's report (if applicable)
10. To receive an update on Healings Mill
11. [Listed Building Consent to change the timber parapet to a normal cast iron gutter.](#)
Planning Application
Thomson And Banks 27 Church Street Tewkesbury Gloucestershire GL20 5PD
Ref. No: 25/00305/LBC
12. [Replacement of front door for a UPVC composite door.](#)
Planning Application
26 East Street Tewkesbury Gloucestershire GL20 5NR
Ref. No: 25/00341/LBC
13. To note any additional applications on the Planning Portal which will expire within the next 14 days and agree further actions
14. To note any additional information on the Planning Portal regarding applications to which this committee has already responded, and agree further actions
15. To consider and agree a process to determine how CIL contributions to Tewkesbury Town Council may be spent within the parish.



PLANNING COMMITTEE

Wednesday 11th June 2025

Present: Cllrs. J Raywood, S Raywood, A Hayes, R Gurney, H Bowman and Mr R Carey

In attendance: Kate Chambers (Admin)

MINUTES

P.25/26.035 Welcome.

The chairman welcomed everyone to the meeting when it opened at 7.32pm and ensured that any introductions were made.

P.25/26.036 To receive apologies for absence

Cllr. Jones

P.25/26.037 To receive declarations of interest

Cllr J Raywood – Item 13 (Trustee of the Tewkesbury Almshouse Trust and named contact for the application)

Cllr S Raywood – item 18 (employed by the Planning Inspectorate)

P.25/26.038 To receive and consider requests for dispensations

None

P.25/26.039 To approve the minutes of the Planning Committee meeting held on 28th May 2025

Proposed by Cllr Hayes and seconded by Cllr Gurney

It was resolved to approve the minutes.

P.25/26.040 To receive updates on matters arising from the minutes – for information only

P.23/24.375 – Accessibility project – a revised drawing has been received from the architect. The Accessibility Working Group will meet again in the near future to discuss this.

P.24/25.325 – meeting of chairman with TBC officers – Nick Bryant, Director of Growth at TBC has indicated a willingness to meet and discuss the issues with the planning process that the committee has been raising over the last few years.

P.25/26.041 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.25/26.042 To note correspondence

24/00032/NMA (The Maltings) will be discussed at Tewkesbury Borough Council's Planning Committee meeting on 17th June 2025. The planning officer's recommendation is to grant the amendment. His report unfortunately does not reflect the fact that the Town Council objected strongly to this. Contact has been made with Cllr Workman (TBC Tewkesbury North and Twynning), who asked for this application to be considered by the committee. He has been sent a copy of everything we have said about these windows, going back to 2021. Contact will now be made with all members of the Borough Planning Committee to ensure that they all have the same information as Cllr Workman. Cllr Sztymiak will also be contacted and asked to speak to the committee as a ward councillor.

P.25/26.043 To receive the Borough Councillor's report (if applicable)

On the agenda of Tewkesbury Borough's next meeting of the overview and scrutiny committee there will be report of the Borough's progress, covering a number of areas of operation, including Planning. The figures show that the Borough is now meeting its Planning performance targets for processing large development applications, following a great deal of hard work from Nick Bryant and his team.

Cllr S Raywood will give Cllr Bowman access to a list of long overdue small applications, so that she can ask how these may be resolved.

P.25/26.044 To receive an update on Healings Mill

The chairman, along with the chairman of the Tewkesbury Civic Society met with the architect last week, in order to understand the issues that he is experiencing with the Mill project. They then met with officers from Tewkesbury Borough Council (Georgia Smith, Peter Tonge and Catherine Ashby) on 9th June, to receive an update on progress towards development of the site.

The site is acknowledged to be challenging, with multiple, complex issues, a key issue being a flood zone 3 location. The architect has worked closely with the Environment Agency to make the proposed development flood resilient.

Another key issue is the heritage listed status of the buildings on the island site. The 1865 building and the Quay Bridge will be retained but Historic England and Tewkesbury Borough Council have accepted that it may not be viable to retain the buildings to the south of the bridge. However, Historic England would require a public benefit to be derived from their demolition and replacement. In the Borough's view, current proposals for the site would not provide as much public benefit as is desirable for the benefit of the whole community although they understand the commercial constraints involved, and they would like to see more investigation of the possibilities by a Design Review Panel. The Borough has experience of the employment of such panels at various stages of the planning process from pre-app stage onwards although, in the architect's experience, they are usually used when there is a fully developed scheme.

This being a sensitive site, the Borough has requested a full planning application, whereas the developer would prefer to submit a hybrid one (full for the 1865 building and outline for the remainder of the site). The Borough feels that leaves too much uncertainty over the future of the southern part of the site and a full application is usual when plans involve the demolition of a listed building.

We understand that Borough officers meet the architect and agent at six-weekly intervals but attempts by officers to communicate directly with the site owner have

been largely unsuccessful. However, it is possible that a meeting with the site owner could be useful in moving the project forward.

It is agreed that it is time for the public to have a greater understanding of the potential future of the Healings Mill site. Cllr. Raywood offered the support of the Town Council in providing information to the public via meetings, displays, consultations, etc. It was also explained that, going forward, Town Council Planning Committee agendas will have a standing item to update on Healings Mill, in order to assure the public that action is still ongoing. Tewkesbury Borough Council has agreed to provide information for those updates.

- P.25/26.045** [Replacement balcony](#)
Planning Application
8 King Johns Court Tewkesbury Gloucestershire GL20 6EG
Ref. No: 25/00370/FUL

Observations:
No objection

- P.25/26.046** [Replacement of damaged metal bridge with like for like replacement bridge.](#)
Planning Application
Tewkesbury Marina Bredon Road Tewkesbury Gloucestershire GL20 5BY
Ref. No: 25/00261/FUL

Observations:
No objection in principle. We do feel that a construction management plan should be in place before commencement of building works. The plan should take into account the potential impacts on residential boats and local residences, the local highway network and use of navigation.

Cllr J Raywood left the room at 8.21pm and the Mayor chaired the next item.

- P.25/26.047** [Replace existing steel windows on rear \(east elevation\)](#)
Planning Application
Russell Almshouses Abbey Precinct Tewkesbury Gloucestershire GL20 5RZ
Ref. No: 25/00410/LBC

Observations:
No objection - the Town Council concurs with the conservation officer's comments. We commend the sensitive inclusion of double glazed windows in a historic building.

Cllr J Raywood returned to the room at 8.32pm

- P.25/26.048** **To note any additional applications on the Planning Portal which will expire before Wednesday 25th June 2025 and agree further actions**
None

- P.25/26.049** **To note any additional information on the Planning Portal regarding applications to which this committee has already responded, and agree further actions**

None

P.25/26.050 To note the decisions made in May 2025, in respect of planning applications to Tewkesbury Borough Council
Noted

P.25/26.051 To consider the committee's current terms of reference and to amend them, in view of recent changes to the frequency of Full Council meetings.

As greater responsibility for decisions has been given to committees this has reduced the number of full council meetings that we need to hold. A consequence of this is that Planning is no longer able to meet its responsibility to 'refer major plans to the Town Council', because of the time constraints. However, committee members consider that all councillors should have the opportunity to contribute responses to applications for major developments and therefore they make the following proposals:

In terms of **membership**, we wish to add the following, which will enable all councillors to feel able to contribute their views during discussions of major applications.

All councillors may join the committee for the duration of a meeting, in order to participate in the consideration of major developments when they arise.

In terms of **Powers and responsibilities**, we wish to replace the responsibility to refer major plans to the Town Council, with the following:

To alert all councillors to applications for major developments, so that they may contribute to the committee response.

Currently, all councillors are issued with an agenda containing all necessary links. The agenda is usually issued with a summary paragraph or sentence saying how many applications there are for consideration in each ward, and also outside the parish. Henceforth, attention will be drawn to large development applications in the same way.

Proposed by Cllr Hayes and seconded by Cllr Gurney.

It was resolved that these proposed changes should be recommended to Full Council.

Cllr S Raywood left the room at 8.51pm

P.25/26.052 To receive an update on M5 Junction 10
Received. The NSIP process was found to be clear and straightforward.

Cllr S Raywood returned to the room at 8.55pm

P.25/26.053 25/00763/LIQPRM - Application for a new premises licence at Units 63 and 64 Basepoint, Oakfield Close, Tewkesbury Business Park, Tewkesbury GL20 8SD.

Observations:

No objection

There being no further business, the meeting closed at 9.08pm

Chairman's signature

25th June 2025



Tewkesbury Town Council

Planning Committee 2nd April 2025 Item 10 – 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 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
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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 |

Details of retained CIL from previous years:

£2,251.83 was received on 28th October 2023



PLANNING FUTURES



A Guide to the Community Infrastructure Levy (CIL) for Parish and Town Councils

Planning Futures has been commissioned by the National Association of Local Councils' (NALC) Legal team to prepare this briefing note on how the Community Infrastructure Levy or CIL, can help your Town or Parish Council (TPC) to deliver and support local infrastructure provision.

What is CIL?

CIL is a charge on development that came into force in 2010 (and runs in tandem with s.106 contributions). The purpose of the CIL is to fund infrastructure to support local development.

Local Administrations can choose whether or not to charge CIL within their Borough/District and the levy is usually collected by the Local Planning Authority who are known as the “Charging Authorities” (CA).¹

The rate of CIL is set by the CA after consulting with their communities and developers (and is tested by Independent Examination).

The Town and Parish Council Share

TPCs are entitled to a “Neighbourhood proportion” (NP) (sometimes called the “Meaningful Proportion”) of the CIL monies received by the CA.

The amount you receive depends on whether or not you have an adopted Neighbourhood Plan in place.

No Neighbourhood Plan – You will receive 15% (capped at £100 per existing council tax dwelling in the Council’s area).

Adopted Neighbourhood Plan in your area (or a development that has been granted permission by a Neighbourhood Development order)? – You will receive 25% of CIL receipts (uncapped).²

¹ In London, the boroughs collect the levy on behalf of the Mayor.

² Where there is no TPC in an area, the CA will retain 15% as the NP and will consult with local communities as to spending priorities.



What can you spend it on?

CIL monies can be used to support the development of the local area to fund:

- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
- (b) anything else that is concerned with addressing the demands that development places on an area³.

“Infrastructure” includes physical, social and green infrastructure e.g. Highways; cycleways; education facilities; sports and community halls; parks and play areas.

CIL monies cannot be used for everyday TPC expenditure or for spending on items or services which fall outside the TPC’s remit (whether that be by statute or Power of Competence⁴).

Examples of how CIL monies have been spent include:

- Supporting a Town Bus service (**Henley on Thames Town Council**)
- Ultrafast fibre Broadband (**Waterstock Parish Council**)
- Installing village gates on a main road verge to slow down traffic (**Bix and Assendon Parish Council**)

Deciding your spending priorities

You should consult with your local community to create your list of local priorities.

To ensure that any consultation is inclusive and meaningful, and that all groups can engage with the CIL process, you should focus on ways of reaching out to all members of the community (particularly those who are less vocal or more vulnerable). TPC newsletters and websites/social media platforms are a useful resource for this, as are community engagement events.

CIL can be used to shape the future of your local area.

By engaging early with your CA, you can coordinate spending to leverage your CIL monies to maximum effect. For instance, you may wish to contribute to larger infrastructure projects to be undertaken by the District or County Council, which will benefit your area in the long-term.

Case Study:

Wokingham Town Council worked with their CA to complete a £4.2million partnership project to refurbish the Market Place. The Town Council used their current and projected CIL monies (including some borrowing against projected CIL income) to contribute to a 50:50 basis to the project.

³ The 2010 Regs 59C

⁴ Localism Act 2011 Part 1

Whilst CIL is often thought of as a fund to support planned development – you may also wish to invest your CIL monies in infrastructure that will incentivise future development.

Putting together an Infrastructure Investment/Delivery Plan (IP) listing the priorities, will provide an evidence base for spending decisions, transparency for local communities and will help you to give the CAs a better understanding of your community priorities.

Spending deadline

The CA will pay out CIL monies collected to your TPC at regular intervals.

The monies should be spent within 5 years of receipt. If they are not, or they are used inappropriately, then the CA can recover the monies.

Reporting requirements

You must prepare a report for any financial year in which you receive CIL receipts⁵.

For that year, the report should include details of:

- total CIL receipts;
- total CIL expenditure;
- a summary of what the CIL was spent on;
- Details of any notice served by the CA for failure to use CIL monies within the required 5 year period or appropriately;
- the total amount of receipts retained at the end of the financial year (from that year and previous years).

These reports can be combined with other reports already produced by your TPC.

The report should be published on your website (or on the or the CA's website if you do not have one).

A copy of the report should be sent to the CA (from which you received the CIL monies) no later than 31st December following the relevant financial year, unless the report will be published on the CA's website.

Note: This is a general briefing note on the operation of CIL for TPCs who are advised to obtain independent legal advice on matters that can lawfully be funded from CIL receipts (particularly if they have previously had Town/Parish precept funding).

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⁵ The 2010 Regs 62A

