



## **PLANNING COMMITTEE**

### **Minutes of the Meeting held on 6<sup>th</sup> June 2011 at 8pm in the Parish Office**

**Present:** Cllrs M Telling (Chairman), A Allen, S Berlyn, D Bolwell, Mrs A Chapman, A Keeler, J Thomson, M Wood

Additional Members: Mr J Alexander; Mr P Walton (Danbury Society)

In attendance: Mrs E Blyth, Assistant Clerk  
Cllr B Kennewell

#### **20 Election of Chairman for 2011/12**

Cllr Wood nominated Cllr Telling to serve as Chairman of the Committee for the current year. This was seconded by Cllr Chapman and agreed unanimously. There were no further nominations.

RESOLVED: that Cllr M Telling be elected as Chairman of the Committee for the municipal year 2011/12.

#### **21 Election of Vice-Chairman for 2011/12**

Cllr Berlyn nominated Cllr Allen to serve as Vice-Chairman of the Committee for the current year. This was seconded by Cllr Wood and agreed unanimously. There were no further nominations.

RESOLVED: that Cllr A Allen be elected as Vice-Chairman of the Committee for the municipal year 2011/12.

#### **22 Additional members of Committee**

Mr Walton and Mr Alexander confirmed that they were willing to continue as co-opted members of the Committee for the current year. The Chairman thanked them for their on-going contribution to the Committee's work. Cllr Berlyn proposed that Mr Alexander and Mr Walton be confirmed as members of the Committee for 2011/12.

RESOLVED: that Mr P Walton (representing the Danbury Society) and Mr J Alexander be confirmed as co-opted members of the Committee for the municipal year 2011/12.

#### **23 Apologies for absence**

All members of the Committee were present.

#### **24 Declarations of Interest**

Members were reminded that they were required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest was a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

Cllr Wood declared a personal interest in the application at 27 St Clere's Way by virtue of being acquainted with the applicant.

Cllrs Allen, Berlyn, Bolwell, Chapman, Keeler, Telling, Thomson and Wood declared a personal interest in the application at 67 Main Road by virtue of being acquainted with the applicant.

### **25 Public Question Time** (15 minutes allocated)

One member of the public was present in connection with the planning application at 13 Landisdale for which she was the applicant. She explained her reasons for the the proposed extension and answered questions from members. Her letter to Chelmsford Borough Council had been circulated, along with a document showing that the proposed alterations had been part of the original plans for the bungalow.

### **26 Minutes**

Cllr Wood was incorrectly recorded as one of several councillors declaring an interest although he had not been at the meeting. The closing time of the meeting was also incorrect and should read 9.42pm.

RESOLVED: that, with the amendments noted above, the minutes of the meeting held on 16<sup>th</sup> May 2011 be approved and signed.

### **27 Planning applications – Appendix A**

Several planning applications were considered and responses agreed.

11/00720/FUL 13 Landisdale: *Single storey side extension and detached single garage to front garden.*

In considering this application members took account of information received from the applicant both in writing and at the meeting. They also took account of emails and a photograph submitted by the rear neighbour at 53 Hoynors who opposed the development but was unable to attend the meeting. It was noted that the proposed extension had been part of the original plans for the bungalow.

As regarded the rear neighbour's concerns, the Committee noted that there was a precedent nearby (10 Landisdale) for the detached garage at the front of the property. The roofline of the proposed extension complied with CBC guidance in being subordinate to the original dwelling. The objection regarding the effect on the outlook from 53 Hoynors would not be relevant once the owner had installed the fence which was a condition of planning approval 10/01310/FUL.

In conclusion the Committee agreed that it did not have any objections to the proposed development and did not wish to make any comments to CBC.

RESOLVED: that the responses to planning applications shown in Appendix A be submitted to Chelmsford Borough Council.

### **28 Planning decisions – Appendix B and paper attached**

Several planning decisions were received.

RESOLVED: that the planning decisions shown in Appendix B be noted.

### **29 Trees – Appendix C attached**

One application for work to trees was received.

RESOLVED: that CBC be informed that the Council had no comments to make on the application shown in Appendix C.

### **30 CBC Planning Committee**

At the meeting on 31<sup>st</sup> May 2011 the applications for redevelopment of the Danbury Palace site had been approved subject to completion of an S106 agreement.

The application by Lee House Surgery for a retail pharmacy had been referred to the CBC Planning Committee but with no date as yet. It was pointed out that a representative of the Committee must attend the meeting on behalf of the Council.

RESOLVED: that the information be noted.

### **31 Planning Appeals**

An appeal against a planning condition at 53 Hoynors (10/01310/FUL) had just been received and would be formally reported at the next meeting.

RESOLVED: that the information be noted.

### **32 Parish Council Strategic Plan: Planning area**

The paper produced following the last meeting was discussed. The words 'or any other appropriate method' were added to the end of the fourth paragraph relating to consultation on large or controversial developments. With that amendment members agreed that the document aptly described the Committee's Terms of Reference, but that it was not appropriate for a Strategic Plan.

After further discussion it was agreed to recommend to the Strategic Plan Group that a single clause be included relating to Planning. This would state the Council's aim as being to ensure that any development in Danbury was in accordance with the CBC Local Development Framework and the Danbury Planning Framework SPD as reviewed and amended from time to time. Members agreed that the exact wording of the clause be left to Cllr Berlyn, the Chairman and the Assistant Clerk.

RESOLVED:

a) that the agreed Terms of Reference document be put forward to the Strategic Plan Group and to Council for adoption;

b) that Cllrs Telling, Allen and Berlyn agree the wording of a single clause on the lines agreed above to be put to the Strategic Plan Group for inclusion in the Council's Strategic Plan.

### **33 Danbury Planning Framework SPD**

Cllr Berlyn, as a member of the Planning Framework working group, reported that the document would be going to print shortly. It was hoped to launch the Planning Framework at the formal opening of the Parish Council Office and Children's Centre on Saturday 16<sup>th</sup> July 2011.

RESOLVED: that the information be noted.

### **34 CBC Parish Council Forum, Tuesday 24<sup>th</sup> May 2011**

Cllrs Keeler and Bolwell had attended the meeting. Matters discussed included the North Chelmsford Area Action Plan, which was likely to be adopted in July 2011, and the Site Allocations Development Plan Document which should be adopted in early 2012. A Community Infrastructure Levy was to replace the current Section 106 Agreement in setting a statutory charge on developers of new properties; some of the funds would be available to Parish Councils for community projects. The Borough

Council was considering allocating a named Planning Officer to each Parish Council – a pilot scheme would be tried in two parishes.

The Councillors were thanked for attending the meeting and for their report.

**35 Items for Danbury Times** (regular item at all meetings)

The Tree Warden Scheme and CBC website Interactive House were already noted.

RESOLVED: that there were no items to add at the current time.

**36 Correspondence**

There were no items to report.

RESOLVED: that the information be noted.

**37 Planning Enforcement Cases**

37.1 Bill-boards on field near St Clere’s Hall: CBC reported that the landowner had agreed to remove the billboards. He was intending to hold 14 car Boot Fairs over the next year, which was permitted without planning permission. CBC Enforcement had confirmed that the billboards could be erected and removed on the day of each Fair. The reopening of an old entrance to the field had been referred to CBC Highways after concerns raised by Cllr Kingsley.

37.2 08/01070/ENFB – Old Chase Farm: CBC Planning Enforcement were still awaiting a planning application for a mobile home on the site;

37.3 Stables on land behind Gay Bowers Lane: CBC Planning Enforcement were still awaiting a planning application for the relocation of the stables from the site of the proposed Medical Centre to the current location;

37.4 Advertising banner on roadside railings at Well Lane: Members agreed that this large banner contravened advertising regulations and could also be a hazard to traffic in obscuring sight-lines. It was agreed that this be raised with CBC.

RESOLVED: that this information in items 37.1 to 37.4 above be noted, and that the banner on railings near Well Lane roundabout be referred to CBC Planning Enforcement.

**38 Planning matters for report** (for information only)

It was reported that building work was taking place at Branthwaite, Woodhill Road, where there appeared to have been no recent planning approval.

**39 Forthcoming meetings**

27<sup>th</sup> June, 25<sup>th</sup> July and 5<sup>th</sup> September 2011

Business having been concluded, the Chairman closed the meeting at

Signed: ..... Chairman

Date: .....

Ref no	Property	Street name	Proposal	Committee date	Comments
11/00558/FUL	Lower Lodge	Maldon Road, Sandon	Single storey side/rear extension	06/06/11	Although this large extension would not be visible from the road, we note that the property is outside the defined settlement and policy DC47 Section Bi applies.
11/00705/FUL	20	Little Baddow Road	New crossover	06/06/11	No comments
11/00720/FUL	13	Landisdale	Single storey side extension and detached single garage to front garden	06/06/11	No comments
11/00721/FUL	Kenilworth	Woodhill Road	Front bay window extension, 2 no. rear dormer windows and detached garage in front garden. Conversion of existing garage to habitable accommodation.	06/06/11	1 The rear dormers conflict with CBC Guidelines and are unsympathetic to the rest of the building; 2 We have no objection to the conversion of the existing garage to habitable accommodation. However the position of the new garage, to the front of the site, is out of keeping with the street scene.
11/00742/FUL	Land S of Lower Lodge	Maldon Road, Sandon	Agricultural building	06/06/11	No comments
11/00747/FUL	67	Main Road	Single storey rear extension and alterations	06/06/11	No comments

Ref no	Property	Street name	Proposal	Committee date	Comments
11/00758/FUL	30	Beaumont Park	Amendment to permission 10/01939/FUL (single storey outbuilding with new playroom and ancillary accommodation) to reduce the length of the outbuilding	06/06/11	Please include a condition that the new building is not to be used as residential accommodation.
11/00790/FUL	Little Bell Hill	Little Baddow Road	Perimeter fence enclosing a tennis court 2.75 m high	06/06/11	Ideally the plastic coating of the fence should be green in colour.
11/00798/FUL	27	St Cleres Way	Raising of roof to create 1st floor accommodation with one dormer window to the front and a 3-window dormer to the rear. New pitched roof over existing single storey elements to the front. Single storey front extension. Alterations to existing fenestration.	06/06/11	1 The rear dormers appear to conflict with CBC Guidelines; 2 The front dormer and the proposed roof lines are out of keeping with the street scene, which on this side of the road consists of bungalows. 3 The development is contrary to the Danbury Planning Framework SPD, section 10.3, which stresses the importance of bungalows to the open aspect of St Cleres.
11/00810/FUL	11	Hay Green	New pitched roof to replace flat roof over garages, games room and snug. Single storey rear extension to snug. New lantern over rear approved flat roof. Additional rooflight to approved new roof at front and flank elevation. Centralise approved porch doors and remove approved porch window.	06/06/11	No comments

**DANBURY PARISH COUNCIL**  
**Planning Committee Minutes: 6 June 2011**

**Appendix B**  
**Planning Decisions**

Ref no	Property	Street name	Proposal	Committee date	Comments	Dec'n & Date
11/00289/FUL	55	West Belvedere	Single storey rear extension, two storey side extension and new front porch	18/04/11	No comments	Approved 12/05/11
11/00434/FUL	Meadowlands	South View Road	Extension to loft area with new gable end to front of main roof, two dormer windows to rear of main roof including balconies and solar panels to east and south slopes of main roof.	18/04/11	We support the comments made by the occupants of 10 South View Road. If CBC is minded to approve, the two new, west-facing windows should have obscured glass.	Approved 09/05/11
11/00450/FUL	Poplar Farm	Bicknacre Road	Part demolition of existing single storey rear structure and conservatory, first floor rear extension and reconstruction of part ground floor to solid construction	18/04/11	No comments	Approved 06/05/11

**DANBURY PARISH COUNCIL**  
**Planning Committee Minutes: 6 June 2011**

**Appendix C**  
**Work to Trees**

<b>Ref no</b>	<b>TPO ref</b>	<b>Property</b>	<b>Street name</b>	<b>Proposal</b>	<b>Committee date</b>	<b>Comments</b>
11.05098/TPO	2000/015	6	Danbury Vale	T2 Oak in rear garden: crown thin by 10%-15%. Achieve clearance of canopy from 18 Danbury Vale of 2m	06/06/11	No comments