



PLANNING AND TRANSPORT COMMITTEE

Minutes of an ordinary meeting of the Parish Council Planning and Transport Committee on Monday 19 August 2013 commencing at 19:00 in The Seminar Room, The Lindos Centre, Saddlemakers Lane Melton IP12 1PP

Present:

Cllr Mr JE Bale
Cllr Miss EA Barrington [Vice Chairman]
Cllr Mr GK Butterwick [Chairman]
Cllr Mr AG Corston

Cllr Mrs EJM Hilson
Cllr Mr MW Sherwen
Cllr Mr ML Webb

Absent:

Cllr Mr MW Sherwen

In Attendance:

Miss C Holder Assistant Clerk to Melton Parish Council

13.98 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

13.98.01 Cllr Mr MW Sherwen
Council had not received an apology and it was resolved not to consent to the absence.

13.99 DECLARATIONS OF INTEREST

13.99.01 To Receive Amendments to the Register
There were no amendments to the register

13.99.02 To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda
There were no declarations of pecuniary interest in respect of items on the agenda.

13.99.03 To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda
There were no declarations of non-pecuniary interest in respect of items on the agenda.

13.99.04 To Consider Full/Partial Dispensations for Pecuniary Interests Declared
It was noted that there had been no written requests for dispensations.

As there were no members of the public present it was not necessary to lift standing orders.

13.100 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS
There were no members of the public present

13.101 TO APPROVE THE MINUTES OF PREVIOUS MEETING

13.101.01 Meeting held on 15 July 2013
It was RESOLVED that minutes PLA(13)M07 previously circulated be received, noted and signed as correct record by the Chairman.
Proposed by: Cllr Butterwick **Seconded by:** Cllr Barrington

13.102 TO REVIEW NEW PLANNING APPLICATIONS RECEIVED

13.102.01 C13/1261/FUL – Site of Former Factory, Old Maltings Approach, Melton.

Application for removal or variation of a condition following grant of planning permission.
Town and Country Planning Act 1990

Planning [Listed Buildings and Conservation Areas] Act 1990

Variation of conditions imposed on non-material amendment C10/0773/1 requiring the development to be built in accordance with the approved plans.

Copy of application available in Parish Council Office.

Extension of consultation period until after PLA on 19th August requested and granted.

It was RESOLVED not to object to the application as Melton Planning Committee considers the application to be in line with the NPPF and also with the saved policies from the SCDC Local Plan and the draft LDF Core Strategy and Development Management Interim Planning Policies; it has not received any objections from residents and has confirmed this with the SCDC Planning Website.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.02 C13/1157/FUL – East Lodge, Yarmouth Road, Melton. IP12 1QN.

Householder Application for Planning Permission for works or extension to a dwelling and listed building consent.

Town and Country Planning Act 1990.

Installation of new wrought iron gates on the driveway.

Copy of application previously circulated was received and noted.

It was RESOLVED not to object to the application as Melton Planning Committee considers the application to be in line with the NPPF and also with the saved policies from the SCDC Local Plan and the draft LDF Core Strategy and Development Management Interim Planning Policies; it has not received any objections from residents and has confirmed this with the SCDC Planning Website.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.03 C13/1156/LBC – East Lodge, Yarmouth Road, Melton. IP12 1QN.

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Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.04 DC13/2126/DRC – Park Lodge, Saddlemakers Lane, Melton. IP12 1PP.

Application for Planning Permission.

Town and Country Planning Act 1990.

Details as required by condition 2 of Planning Permission C05/1406.

Copy of application previously circulated was received and noted.

It was RESOLVED not to object to the application as Melton Planning Committee considers the application to be in line with the NPPF and also with the saved policies from the SCDC Local Plan and the draft LDF Core Strategy and Development Management Interim Planning Policies; it has not received any objections from residents and has confirmed this with the SCDC Planning Website.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.05 DC13/2167/DRC – Melton Lodge, Yarmouth Road, Melton. IP12 1PP.

Application for Planning Permission.

Town and Country Planning Act 1990.

Details as required by conditions 5 & 6 of Planning Permission C10/2733

Copy of application previously circulated was received and noted.

It was RESOLVED not to object to the application as Melton Planning Committee considers the application to be in line with the NPPF and also with the saved polices from the SCDC Local Plan and the draft LDF Core Strategy and Development Management Interim Planning Policies; it has not received any objections from residents and has confirmed this with the SCDC Planning Website.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.06 DC13/2160/AME – Melton Day Nursery, Yarmouth Road, Melton. IP12 1QQ.

Application for Planning Permission.

Town and Country Planning Act 1990.

Use of King Span K5 1000 RT Roof Tiles System in lieu of pantiles to the swimming pool roof and formation of Juliet Balcony to dining area [north elevation].

Copy of application previously circulated was received and noted.

It was RESOLVED not to object to the application as Melton Planning Committee considers the application to be in line with the NPPF and also with the saved polices from the SCDC Local Plan and the draft LDF Core Strategy and Development Management Interim Planning Policies; it has not received any objections from residents and has confirmed this with the SCDC Planning Website.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.07 To Review Applications received after issue of Agenda on 8th August 2013

(a) DC/13/2196/LBC – Park House, St. Audrys Park Road, Melton

Application for Planning Permission

Planning (Listed Buildings and Conservation Areas) Act 1990.

Removal of a non-structural wall at ground floor level

Application received on 19th August 2013

It was RESOLVED not to object to the application as Melton Planning Committee considers the application to be in line with the NPPF and also with the saved polices from the SCDC Local Plan and the draft LDF Core Strategy and Development Management Interim Planning Policies; it has not received any objections from residents.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

(b) DC/13/2153/FUL – The Hopton, 2 Calder Road, Melton

Application for Planning Permission

Town and Country Planning Act 1990

Change of specification of fencing surroundings on the east and west boundaries

Application received on 19th August 2013

It was RESOLVED to ask for an extension to the consultation due to the application arriving on the day of the planning committee.

Proposed by: Cllr Butterwick

Seconded by: Cllr Barrington

13.102.07.3 SUFFOLK COASTAL DC'S NEW DEVELOPMENT MANAGEMENT SYSTEM

It was noted that the district council's new development management system had come into operation in late July. There has been no training or online help on using the new website. Issues such as providing samples of materials to be used or detail design of windows & doors, which were formerly dealt with informally by officers, now appear as separate planning applications, with a fresh application number and three weeks' public consultation. Councillors felt that, in all but the most contentious of cases, this approach served only to add delay to the applicant and unnecessary work to town & parish councils. It was accepted that this is a new system and hoped that it would rapidly evolve into something more user-friendly.

13.103 TO REVIEW PLANNING APPLICATION NOTICES RECEIVED

13.103.01 C13/0732/LBC – East Lodge, Melton Road, Melton. IP12 1QN.

Notice of 'permission has been granted' previously circulated was received and noted.

13.103.02 C13/0733/FUL – East Lodge, Melton Road, Melton. IP12 1QN.

Notice of 'permission has been granted' previously circulated was received and noted.

13.103.03 C13/0976/FUL – 78 Hall Farm Road, Melton. IP12 1RW.

Notice of 'permission has been granted' previously circulated was received and noted.

- 13.103.04 C13/0982/FUL – 39 Bredfield Road, Melton. IP12 1JA.**
Notice of 'permission has been granted' previously circulated was received and noted.
- 13.103.05 C13/01020/FUL – 5-6 Fayrefield Road, Melton. IP12 1NX.**
Notice of 'permission has been granted' previously circulated was received and noted.
- 13.104 TO RECEIVE A REPORT FROM THE PARISH COUNCIL LOCAL TRANSPORT REPRESENTATIVE**
Paper PLA(13)P104 previously circulated was received and noted.
- 13.105 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**
Paper PLA(13)P105 previously circulated was received. It was noted that action was outstanding on the following:-
- EDF to be asked to add Melton PC to attendees at the Sizewell C Community Forum;
 - SCDC to be asked when they intend to start levying the Community Infrastructure Levy;
 - Cllr Bond to be asked whether locality funding would be available for a review of parking restrictions on Old Maltings Approach.
- It was also noted that the 'survey' referred to as the third item on page 2 was, in fact, a request for people to sign a 10 Downing Street petition.
- 13.106 TO RECEIVE REPORTS FROM THE PLANNING AND TRANSPORT COMMITTEE WORKING GROUPS**
- 13.106.01 Affordable Housing Working Group**
The chairman reported a lack of communication from Community Action Suffolk on this matter.
It was RESOLVED to ask Melton Parish Clerk to write a formal letter to Community Action Suffolk expressing dissatisfaction at the current level of communication and information which was being disseminated.
Proposed by: Cllr Butterwick **Seconded by:** Cllr Barrington
- 13.106.02 Neighbourhood Plan Working Group**
Cllr Barrington, convenor of the group, reported on progress being made:
- (a) Neighbourhood Plan Update
A Working Group meeting is scheduled for Thursday 19th September (19:30 at the Lindos Centre). Three new members had been recruited to the group and there was still capacity for more members. It was intended to follow the Martlesham Parish Council model enabling members to work in their areas of interest.
It was reported that the project is slightly behind the timeline, and will benefit from a stronger focussed project plan.
Suffolk Coastal District Council had not yet approved any of the five applications for Neighbourhood Plan Area Designation, nor had they removed the now withdrawn objection by Woodbridge Town Council to Melton's application.
- (b) Rendlesham Neighbourhood Plan
Rendlesham Parish Council invited all neighbouring parish councils to a meeting on 16th July to review their work around the Rendlesham Neighbourhood Plan. A 2-tier approach was being adopted, with the first plan, which it was hoped to have completed all its stages up to formal adoption by the end of 2013, focussing on the village centre, which face significant and urgent pressures, with a second focussing on the remainder of the community starting early in 2014. It was noted that Rendlesham's situation was very different to Melton's and that few practical lessons could therefore be learned.
- 13.106.03 Traffic & Transport Working Group**
Cllr Corston, convenor of the group, reported on progress of the group:
- (a) Contact with David Chenery Suffolk County Council Highways
The group has asked for a review of the route to Farlingaye High School by students who live in Melton and cross Woods Lane where traffic joins from the A12.

(b) Melton Car Parking
Quotes are still required for bollards to prevent cars parking on the grass verges where car parking is in short supply around The Street and Station Road, or to consider the possibility of additional short term car parking opportunities in Melton.

(c) Quiet Lanes Initiative
This is to be investigated for Saddlemakers Lane, Lodge Farm Lane and Old Church Road. In addition, measures to prevent traffic using Saddlemakers Lane as a shortcut onto the A12 were being pursued. Cllr Corston to talk to Suffolk County Council to discover what is required to enable SCC Highways to investigate this matter again.

13.107 DEBEN ESTUARY PLAN – CONSIDERATION OF THE PROPOSED BOUNDARIES.
Paper PLA(13)P107 previously circulated was received and carefully considered. The suggestion that the proposed boundary should be revised to include the whole of what the Local Plan classifies as 'Woodbridge including parts of Martlesham & Melton' was rejected. It was **RESOLVED** that Melton Parish Council support the proposals of the boundaries being put forward.

Proposed by: Cllr Butterwick **Seconded by:** Cllr Barrington

13.108 DISTRICT LOCAL PLAN CORE STRATEGY – TOWN AND PARISH COUNCIL BRIEFING

Paper PLA(13)P108 previously circulated was received and noted. Cllr Bale gave an oral report in his attendance at one of the briefings.

In particular, it was noted that:-

- the Core Strategy was adopted with immediate effect on 5th July 2013 and printed copies would be provided to town & parish councils by mid-August, whilst an information pack would and notes of the briefing meetings be distributed soon;
- the Core Strategy is only part of the story; detail is still to be added in the form of Site Specific Policies & Allocations and Neighbourhood Plans;
- town & parish councils should have, and keep, copies of the following:-
 - the National Planning Policy Framework (NPPF);
 - the 'old' Local Plan, as this still contains some relevant sections, e.g. 'saved policies'
 - the new 'District Local Plan - Core Strategy' (formerly known as the LDF).
- the planning officer had stressed that NPPF's presumption in favour of sustainable development '*does not mean agreeing to everything*';
- when responding to planning applications, town & parish councils should follow the following three steps:-
 - is the application '*acceptable in principle*' according to its location and the Settlement hierarchy?
 - are there detailed '*site constraints*' and/or other '*material considerations*' (e.g. existing use or zoning within the new District Local Plan)?
 - what conclusions can be drawn using the town/parish council's detailed local knowledge?
- when considering the implications on an application of Physical Limits Boundaries, town & parish councils '*should use those in the Saved Policies*'.

It was **RESOLVED** that

- a) the contents of the report be noted;
- b) the 'three step' approach to responding to future applications be adopted;
- c) where objections are lodged, a more detailed narrative is provided in written responses;
- d) a thorough review of the Action Plan contained in the current Melton Village Plan; and
- e) the Clerk should write to Suffolk Coastal District Council seeking clarification about the application of Physical Limits Boundaries to the application for development of the 'Woodroyd Cottage' site on Woods Lane (C12/2255/FUL), which had yet to be determined.

Proposed by: Cllr Butterwick **Seconded by:** Cllr Barrington

13.109 PLANNING COMMITTEE CHAIRMAN'S URGENT BUSINESS

13.109.01 To receive a report on urgent business not otherwise on the agenda

- (a) Potential Development at North-East End of Woods Lane
Cllr Butterwick advised that Mr Richard Brown had approached the Parish Council to request an opportunity to meet with them at the September 2013 Planning and Transport Meeting. Mr Brown is acting on behalf of the agent looking to develop land where Woods Lane and the A12 meet (identified in the draft Site Specific Allocation document as site 750) and would like to outline the developers' proposals
It was agreed to invite Mr Brown to the 23rd September Planning and Transport Meeting.
- (b) Coach House, Tower End House, Yarmouth Road
Cllr Butterwick advised that the owners were considering a new planning application for a completely different scheme to that recently approved as C12/2063/FUL and wished to present them to the council.
It was agreed to invite the owners to the 23rd September Planning and Transport Meeting.
- (c) Norfolk and Suffolk Local Transport Board
Cllr Butterwick advised that Town and Parish Councils had been asked to put forward suggestions for improving access and had suggested improving links from the peninsula to the A12. However the suggestion had not reached the short list. It was agreed to ask the LTB for the reasons for its exclusion. It was recognised that it would be a lengthy process to get the transport authorities to draw up proposals for this much-needed improvement, but a start on lobbying for it should be made

13.109.02 To receive items for future meetings

No items in addition to the usual were proposed, it being recognised that events would doubtless throw up unexpected items at short notice.

13.109.03 To agree items for inclusion in Melton Messenger

No items were proposed.

13.110 DATE OF NEXT MEETING

The next meeting will take place on Monday 23rd September 2013 at 1900 in the Lindos Centre Conference Room 4.

There being no further business the meeting closed at 21:05.

Signed: _____ Date: _____
[Chairman]