



## PLANNING AND TRANSPORT COMMITTEE

**Minutes** of an ordinary meeting of the Parish Council Planning and Transport Committee on Monday 24<sup>th</sup> March 2014 commencing at 19:00 in Conference Room 4, The Lindos Centre, Saddlemakers Lane Melton IP12 1PP

**Present:**

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

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

**Absent:**

Cllr Mr JE Bale

**In Attendance:**

Mr G Heal	Persimmon Homes [Item 28.01]
Miss H Heelis	Pitstop [Item 34]
Mr D Chenery	Pitstop [Item 34]
Cllr Mrs BK Abbott	[Item 28.01 & 34]
Cllr Miss KS Martin	[Item 28.01 & 34]
Mr MJ Green	Clerk to Melton Parish Council

**14.26 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE**

**14.26.01 Cllr Mr JE Bale – holiday**

Council considered this apology and **it was RESOLVED** to accept the apology and consent to the absence.

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

**14.27 DECLARATIONS OF INTEREST**

**14.27.01 To Receive Amendments to the Register**

There were no amendments to the register.

**14.27.02 To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda**

Cllr Barrington in respect of item 14.30.01.

**14.27.03 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.

**14.27.04 To Consider Full/Partial Dispensations for Pecuniary Interests Declared**

Under the delegated authority contained in the Disclosable Personal Interest Policy adopted by Melton Parish Council on 13<sup>th</sup> September 2012 that on the grounds that without a dispensation the number of councillors prohibited from participating would be more than one half of the councillors who would be entitled to vote at a meeting of the Council/committee/sub-committee transacting the business the Clerk received and approved an application from Cllr MW Sherwen.

The dispensation applies to any discussion on budget and precept by council and any committee/sub-committee for the duration of the current term of the council.

**It was RESOLVED** to lift standing orders.

## **14.28 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS**

### **14.28.01 Persimmon Homes**

Grant Heal from Persimmon Homes & Charles Church [Anglia] Strategic Planning Team attended the meeting to establish contact with the parish council as he was responsible for seeking development opportunities throughout Suffolk.

The following comments were made during the discussion:

- Melton is attractive to developers, as evidenced by the number of sites identified in SCDC's 2008 consultation on Site Specific Allocations.
- Melton was developing a Neighbourhood Plan, which represents an ideal opportunity of involving a developer in the initial stages of any development in the village
- MPC are currently collating the data from the NP Questionnaire and it will be a few months before meaningful discussion could start with the developer
- Concerns from NP centred around traffic, affordable housing, development of brownfield sites rather than greenfield sites
- From earlier public engagement on the Village Plan, and preliminary consultations on the NP, mixed employment and residential development of the former Girdlestones & CEL sites, and an adjoining site, was preferred by residents over greenfield sites such as Woods Lane.
- Currently developer uses the Strategic Housing Land Availability Assessment as the basis of finding land currently available for development. Mr Heal acknowledged that this has no legal status until SCDC had formally consulted on the issue and adopted its findings.

The Chairman thanked Mr Heal for coming to share his thoughts with the council and looked forward to close collaboration in the future

### **14.28.02 Repainting Yellow Lines**

Concern was expressed that due to the poor visibility of yellow lines the SNT were unable to enforce parking restrictions.

David Chenery [SCC Highways] offered to refer the matter to the appropriate department.

**It was RESOLVED** to reinstate standing orders.

## **14.29 TO APPROVE THE MINUTES OF PREVIOUS MEETING**

### **14.29.01 Meeting held on 24<sup>th</sup> February 2014**

**It was RESOLVED** that minutes PLA(14)M02 previously circulated were received, noted and signed as correct record by the Chairman.

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

## **14.30 TO REVIEW NEW PLANNING APPLICATIONS RECEIVED**

### **14.30.01 DC/14/0366/FUL – The Retreat, Saddlemakers Lane, Melton. IP12 1LZ**

Application for Planning Permission.

Town and Country Planning Act 1990.

Application for change of use of 1 room only in outbuilding [coach house] from residential to commercial [office B1A]. Mixed use for whole building as the remaining rooms will remain for residential use.

Copy of application previously circulated was received and noted.

Extension of consultation period until after the Planning and Transport Committee meeting on 24<sup>th</sup> March 2014 requested and granted.

Cllr Barrington left the meeting whilst this application was considered.

Councillors were advised about the background to this application. At the January meeting of the Finance, Employment & Risk Management Committee it became clear to that, following receipt of notice to quit by 31<sup>st</sup> March 2014 and subsequent negotiations with the landlord, there was a strong possibility that the Lindos Centre Seminar Room would not, as previously understood, be available for council to hire, a search for office accommodation began.

Cllr Barrington and her husband Dr Thompson then offered to make of their Coach House available to the parish council as an office to MPC under a formal lease. This would mean them seeking planning consent for change of use from Residential to Part Residential/Part Office.

For it to be capable of being determined by the local planning authority, the deadline for the submission of the planning application was before the subsequent FERM meeting which determined where council should relocate to. In good faith Mr & Mrs Thompson submitted their planning application by the deadline date, which should result in a decision by 31<sup>st</sup> March.

The subsequent decision of the FERM Committee, after consideration of the proposals and associated risks, was to move to a room at SCDC's Woodbridge offices, primarily as this was available at a lower cost and, also, was not subject to delay because of the need for a planning application. However, the lease of the room at SCDC is of relatively short duration and it will be necessary for the Accommodation Working Group to reconvene later in the year to consider options for the future.

Following lengthy discussion **it was RESOLVED** that it is inappropriate to make any comment on this application due to the potential benefit to Melton Parish Council in the long term..

**Proposed by:** Cllr Butterwick

**Seconded by:** Cllr Corston.

Cllr Barrington returned to the meeting.

**14.30.02 DC/14/0472/VOC – Site of Former Factory, Old Maltings Approach, Melton**

Application for Planning Permission.

Town and Country Planning Act 1990.

Application for variation of condition imposed on non-material amendment C/10/0773/1 requiring the development to be built in accordance with the approved plans.

Copy of the application previously circulated was received and noted.

Extension of consultation period until after the Planning and Transport Committee meeting on 24<sup>th</sup> March 2014 requested and granted.

**It was RESOLVED** not to object to the application as Melton Parish Council Planning and Transport Committee considers the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Local Plan Core Strategy & Development Management Policies - Development Plan Document July 2013 and the remaining saved policies from the Suffolk Coastal Local Plan Incorporating 1<sup>st</sup> and 2<sup>nd</sup> Alterations; 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.

**14.30.03 DC/14/0345/CLE – Ash House Melton Hill Melton IP12 1AX**

Application for Lawful Development Certificate for a proposed use or development.

Town and Country Planning Act 1990: Section 192, as amended by section 10 of the Planning and Compensation Act 1991.

Town and Country Planning [Development and Management Procedure] [England] Order 20102

Copy of application previously circulated – plans in parish council office.

Extension of consultation period until after the Planning and Transport Committee meeting on 24<sup>th</sup> March 2014 requested.

The response from SCDC that we should not have been sent this for consultation as it is a legal decision not a planning decision was noted. The Chairman commented that, in the past, the parish council had been consulted on applications for Lawful Development Certificates, and thus had the opportunity to use its local knowledge to comment, if necessary, on the accuracy of the statements made. The Clerk was requested to ask SCDC whether this policy had changed.

**14.30.04 DC/14/0536/FUL – 64 Saxon Way Melton IP12 1LG**

Householder Application of Planning Permission for Works or Extension to a Dwelling

Town and Country Planning Act 1990

Extension of single storey rear extension.

Copy of application previously circulated was received and noted.

**It was RESOLVED** not to object to the application as Melton Parish Council Planning and Transport Committee considers the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Local Plan Core Strategy & Development Management Policies - Development Plan Document July 2013 and the remaining saved policies from the Suffolk Coastal Local Plan Incorporating 1<sup>st</sup> and 2<sup>nd</sup> Alterations; 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.

**14.30.05 DC/14/0550/ADI – Garage, Melton Road, Melton. IP12 1NU**

Application for Wall Mounted fascia signs and free standing post mounted signs to garage workshop premises [all illuminated].

Copy of application previously circulated was received and noted.

Extension of consultation period until after the Planning and Transport Committee meeting on 24<sup>th</sup> March 2014 requested and granted.

A copy of the objection from Mr & Mrs Klahn was received and noted.

**It was RESOLVED** to support the objection of residents and object to the application for the following reasons:

Development Management Policy DM26 - Lighting

- Light pollution caused by an excess of illuminated signs
- Waste of natural resources
- Unnecessary intrusion into the countryside
- Adverse impact on residential amenity surrounding the commercial property
- Potential impact on passing motorists due to the glare and dazzling impact of the illuminated signs

**Proposed by:** Cllr Butterwick

**Seconded by:** Cllr Barrington.

**14.30.06 DC/14/0793/FUL – 15 Bredfield Road, Melton. IP12 1JA**

Householder Application of Planning Permission for Works or Extension to a Dwelling Town and Country Planning Act 1990

Application for two storey side extension utility room below & open walk through to rear of property.

Copy of application previously circulated was received and noted.

**It was RESOLVED** not to object to the application as Melton Parish Council Planning and Transport Committee considers the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Local Plan Core Strategy & Development Management Policies - Development Plan Document July 2013 and the remaining saved policies from the Suffolk Coastal Local Plan Incorporating 1<sup>st</sup> and 2<sup>nd</sup> Alterations; 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.

**14.31 TO REVIEW PLANNING APPLICATION NOTICES RECEIVED**

**14.31.01 DC/13/3441/FUL – 8 Calder Road Melton IP12 1TP**

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

**14.31.02 DC/14/0016/FUL – Avocet House Wilford Bridge Road Melton**

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

**14.31.03 DC/14/0014/FUL – Drummond House 7 Grange Park Drive Melton IP12 1FF**

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

**14.31.04 DC/14/01330/FUL – Melwood Turnpike Lane Melton IP12 1NP IP12 1TP**

Notice of 'permission has been granted' previously circulated.

**14.32 TO RECEIVE A REPORT FROM THE PARISH COUNCIL LOCAL TRANSPORT REPRESENTATIVE**

Other than changes to minor bus services from Woodbridge, there was nothing to report.

**14.33 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**

Paper PLA(14)P33 previously circulated was received and noted.

**It was RESOLVED** to lift standing orders for this item to allow for visitors to answer questions.

**14.34 TO CONSIDER THE FOLLOW UP TO THE PLAY HOUSE PLANNING APPLICATION**

**14.34.01 Subsequent correspondence from a resident neighbouring the Play House**

**14.34.02 Attendance of MPC Representative at the Development Control Meeting to consider the application.**

The following comments were made:

- (a) There were 6 objection letters received by SCC, 5 supporting letters and 1 non categorised. None had been copies to the parish council.
- (b) The letter of objection from Dr Day was filed after the last PLA meeting
- (c) The general view coming from the NP Questionnaire was that there are insufficient things for young children to do in Melton – at present, there were no adverse comments noted about the Play House
- (d) Although objectors were commenting on parked cars there was no documentary evidence to support the case attached
- (e) Investigations carried out by SCDC had not identified a statutory noise nuisance
- (f) Ofsted has given the play house an ‘outstanding’ report
- (g) It was understood the application would be determined by SCC on 30<sup>th</sup> April.

**It was RESOLVED** to reinstate standing orders

**It was RESOLVED** that Melton Parish Council send a representative to the SCC Meeting to consider the application on 30/4/2014 and speak in support of the application. The Chairman and Vice Chairman to agree who will represent MPC at that meeting. The Clerk is to use the SCC Online Application to advise SCC of their attendance.

**Proposed by:** Cllr Butterwick

**Seconded by:** Cllr Barrington.

**14.35 TO CONSIDER WHAT IF ANY ACTION SHOULD BE TAKEN BY MPC REGARDING THE LEEKS HILL FOOTPATH AND THE REDIRECTING OF THE AGREED FOOTPATH BY A LOCAL RESIDENT**

This was raised at the Full Council and Cllr Bond requested direction from MPC about what they would wish to happen next.

However, it was noted that two residents of Leeks Hill had formally objected to the footpath and that SCC had advised that this would now go to appeal that could take a year to resolve.

After some discussion, it was agreed that the parish council should formally notify SCC of the blockage of the authorised route of the proposed Right of Way.

**14.36 TO RECEIVE REPORTS FROM THE PLANNING AND TRANSPORT COMMITTEE WORKING GROUPS**

**14.36.01 Neighbourhood Plan Working Group incorporating the Affordable Housing Working Group**

The Vice Chairman gave an update that included:

- Questionnaires are being analysed with major issues being identified as protecting green-field sites including the playing field and Burkes Wood, traffic and parking issues and maintaining the character of the village by appropriate design
- Affordable Housing – there has been little progress with this despite the need. The Chairman reported on an unsatisfactory meeting with Community Action Suffolk on 26<sup>th</sup> February, the result of which was that the current affordable housing project in Melton could not proceed and a new Housing needs Survey would be required before 2018.

- 14.36.02 Traffic & Transport Working Group**  
The convenor of the group reported that he was awaiting the result of the analysis of the NP questionnaire to be able to prioritise the traffic needs in Melton. He was also awaiting a reply from the county councillor regarding grants for the signs in Saddlemakers Lane.
- 14.37 TO CONSIDER JOINING WITH WOODBRIDGE AND MARTLESHAM IN A COMBINED COMMUNITY SPEED WATCH SCHEME**  
It was considered that the Neighbourhood Plan Questionnaire, which should give an idea of the extent to which Melton residents consider traffic speed to be an issue and where they consider the problem areas to be, still analysed. In addition, no information on the potential costs, in terms of finance, volunteers or councillor time which would be required, nor of any mechanism for sharing financial costs or use of the equipment had been provided. It was agreed to convey these views to Woodbridge Town Council.
- 14.38 TO RECEIVE THE MONTHLY FINANCE REPORT**  
Management Accounts February 2014 previously circulated was received and noted.
- 14.39 PLANNING COMMITTEE CHAIRMAN'S URGENT BUSINESS**
- 14.39.01 To receive a report on urgent business not otherwise on the agenda**
- (a) C10/3239/FUL - Bentwaters Parks  
Cllr Sherwen reported that he had attended the briefing session at Rendlesham where attendees were advised that a revised environmental impact report in support of this application, which has yet to be determined, has been produced. This would be available shortly on the SCDC website once it has been validated.  
The Chairman thanked Cllr Sherwen for representing MPC at this meeting, which had clashed with Full Council.
- 14.39.02 To receive items for future meetings**  
No items noted.
- 14.39.03 To agree items for inclusion in Melton Messenger**  
Nothing appropriate.
- 14.40 DATE OF NEXT MEETING**  
The next meeting will take place on Monday 28<sup>th</sup> April 2014 commencing at 1900 in the Lindos Centre Seminar Room.

There being no further business the meeting closed at 21:40

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
[Chairman]