



DRAFT 2 PLA(14)M08 **Planning and Transport Committee**

Minutes of the meeting of the Parish Council Planning and Transport Committee held on Monday 18 August 2014 commencing at 19:00 in the Lindos Centre, Melton IP12 1PP.

Present:

Cllr Mr J E Bale Cllr Mr G K Butterwick [Chairman]	Cllr Mr A G Corston Cllr Mr M L Webb
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Absent:

Cllr Miss E A Barrington [Vice-Chairman] Cllr Mrs E J G Hilson	Cllr Mr M Sherwen
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In Attendance:

Mr W J Grosvenor <i>Interim Clerk to Melton Parish Council</i>	District Councillor Jim Bidwell and 4 other Members of the Public who attended up to and including the Open Forum part of the Agenda.
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	PART ONE – OPEN TO THE PUBLIC
14.101	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE Apologies in advance had been received from Cllr Barrington (absence on holiday) and Cllr Hilson (ill health) and it was Resolved to consent to the absences
14.102	DECLARATIONS OF INTEREST
14.102.01	To receive Amendments to the Register There were none.
14.102.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were none.
14.102.03	To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda Cllr Butterwick declared that, <i>re</i> item 14.105.01 he was a near neighbour and <i>re</i> 14.109 that he was Hon. Chairman of the Community Rail Partnership Board.
14.102.04	To Consider Full / Partial Dispensations for Pecuniary Interests Declared It was noted that there had been no requests for dispensations.
	<i>It was RESOLVED to lift Standing Orders</i>

14.103	OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS
14.103.01	<p>Concern was expressed over the impending closure of St Audry's Social Club and the proposed development by Hopkins Homes. In the light of the matter being raised the Chairman proposed bringing forward Item 14.111 on the Agenda, which was agreed.</p> <p>The Chairman reviewed for the benefit of the members of the public present the issues involved in the proposed move of the Woodbridge Town FC and the various St Audry's clubs to join together on the Yarmouth Road site in Ufford belonging to Notcutts. He noted that four Parish Councils were involved as well as the clubs themselves. The St Audry's clubs have formally agreed to the move; Woodbridge Town FC has yet to formally considered the proposal. Currently there is a lack of detail on which to form an opinion, but public consultation, including an exhibition, is promised in September / October, with more detailed proposals. A planning application is expected in the new year.</p> <p>Cllr Bidwell suggested that the Yarmouth Road site would be very tight for all the intended uses, but acknowledged a strong commercial impetus to make the proposal work.</p>
14.103.02	<p>A complaint was made about the proposals for alterations and extensions to Tollgate Cottage, Yarmouth Road (Item 14.105.01 on the agenda). Concern was expressed that letters of objection to the proposal (DC14/1789/FUL) had not been posted onto the District Council's website. It was agreed that the Parish Council should register its concerns over that omission.</p> <p>The primary immediate concern in relation to the current planning application is over inadequate on-site parking provision. It was noted that the situation is exacerbated by nearby residents whose parking needs have increased in recent years.</p> <p>Councillors acknowledged that parking is frequently unresolved when applications are approved, and it was further acknowledged that conversions for live / work units cause further difficulties. Although the battle to save the property from being lost as a small residential unit has already been lost, Members did make it clear that Tollgate Cottage is the sort of small home that the District badly needs.</p> <p>It was agreed to object to the current proposal – see Minute 14.105.01</p>
14.103.03	Cllr Bidwell advised the meeting that there would be an extraordinary meeting of full Suffolk Coastal District Council on 15 September to determine the future of the Council's accommodation.
14.103.04	A query was raised as to why Melton Parish Council objected to the Bentwaters application (which is not yet determined by SCDG). The Chairman made the Melton position clear. The Council is not against either the Spitfire being allowed to fly or employment; it is only against the expansion of the distribution depot without planning permission.
14.103.05	The attention of Members was drawn to the poor state of the former Carter's depot site near Melton Station. The Chairman stated that the issue was on the Agenda and that he would be proposing that the District Council should exercise its enforcement powers to ensure it is tidied up.
	<i>It was RESOLVED to reinstate Standing Orders</i>

14.104	MINUTES OF THE PREVIOUS MEETING The Minutes of the Planning and Transport Committee held on 21 July 2014 were Agreed (Minutes PLA(14)M07 previously distributed).
14.105	TO REVIEW NEW PLANNING APPLICATIONS RECEIVED
14.105.01	DC/14/1789/FUL Tollgate Cottage Yarmouth Road Melton IP12 1QF Proposed alterations and extensions to create a new office space with an expanded waiting area. Extension of deadline to 19 August obtained. Copy of application previously distributed was noted. In the light of the discussion at 14.103.02, it was RESOLVED to recommend refusal of the application on the grounds that the proposal represents an unacceptable increase in business activity outside the physical limits of a settlement and adverse impact on highway safety; the Chairman and Interim Clerk to agree a formula of words for a response.
14.105.02	DC/14/1823/LBC & DC14/2161/FUL The Clubhouse Melton Park IP12 1SZ Proposed replacement of two ground floor rear and one ground floor front sash windows. Extension of deadline to 19 August obtained. Copy of application previously distributed was noted. No objections on SCDC website. It was RESOLVED recommend approval of the application as Melton PC Planning and Transport Committee considers the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Council Local Plan Core Strategy & Development Management Policies, and it was not aware of any objections from residents.
14.105.03	DC/14/2213/FUL Southfields Fayrefield Road Melton IP12 1NX Proposed removal of existing roof, new roof to form first floor. Extension of deadline to 19 August obtained. Copy of application previously distributed was noted. No objections on SCDC website. It was RESOLVED recommend approval of the application as Melton PC Planning and Transport Committee considers the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Council Local Plan Core Strategy & Development Management Policies, and it was not aware of any objections from residents.
14.105.04	DC/14/0793/FUL 15 Bredfield Road Melton IP12 JA Proposed erection of two storey side extension. Extension of deadline to 19 August obtained. Copy of application previously distributed was noted. Two objections on SCDC website. It was RESOLVED to recommend refusal; that the chairman and Interim Clerk agree a formula of words for a response that takes account of the loss of amenity to the neighbour at 16. The application does not comply with policy DM23 relating to residential amenity.
14.105.05	DC/14/2164/FUL Access strip of land adjacent to 87 Bredfield Road Melton IP12 1JE Proposed retention of 2.6m high boundary fence. Extension of deadline to 19 August obtained. Copy of application previously distributed was noted. Two objections on SCDC website. It was RESOLVED to recommend refusal. Chairman and Interim Clerk to agree a suitable formula of words.

14.105.06	<p>DC/14/2360/FUL John Grose / SPAR Shop Melton IP12 1NT Proposed retention of ATM. Deadline for comments 2 September 2014. Copy of application previously distributed was noted. No objections on SCDC website.</p> <p>It was RESOLVED recommend approval of the application as Melton PC Planning and Transport Committee considers the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Council Local Plan Core Strategy & Development Management Policies, and it was not aware of any objections from residents.</p>
14.106	TO REVIEW PLANNING NOTICES RECEIVED
14.106.01	<p>Leeks Hill Footpath Modification Order 2014</p> <p>The Chairman referred to paper PLA(14)P106.01 (previously distributed). It was noted that the Planning Inspectorate have set up a Public Inquiry to be held at Ufford Park Hotel on 20 January 2015 to deal with the land owner's objection to the Order being made. Agreed that the Clerk will confirm that MPC will be represented by the Chairman who was willing to attend and give evidence.</p>
14.107	TO CONSIDER TRAFFIC AND PARKING MATTERS
14.107.01	<p>To consider feedback from SNT meeting 30 July 2014</p> <p>The Chairman introduced paper PLA(14)P107.01 (previously distributed) and a discussion followed. Cllr Corston said he would look further at the paper and comment more fully on the suggestions made at the next meeting in relation both to the aims and objectives of SAVID and the document <i>Toolkit – Community Approaches to Reducing Traffic Speed</i>. It was RESOLVED to support the aims of SAVID.</p>
14.107.02	<p>To consider further the complaint relating to parking / traffic management – corner of St Audry's Lane and Yarmouth Road</p> <p>The Interim Clerk reported the decision of the SNT Community Panel on 30 July to make one of their priorities addressing parking concerns around the junction of St Audry's Lane and Yarmouth Road. This has already been reported back to the complainant. Agreed that the Interim Clerk will write again to the complainant to update her in respect of the Parish Council's decision to object to the planning proposal for Tollgate Cottage (Minute 14.105.01).</p>
14.107.03	<p>To consider complaint re parking in Wilkinson Way</p> <p>The complaint from a resident in Wilkinson Way addressed to the Head of Woodbridge Primary School about parking on school runs (paper PLA(14)P107.03, previously distributed) was discussed. It was RESOLVED that the Interim Clerk contact PCSO Marie Smith (to whom the letter was also copied) to ask what action are the police taking in the light of this letter. The matter should also be referred to Full Council.</p>
14.108	<p>TO NOTE MPC RESPONSE TO SUFFOLK COUNTY COUNCIL CONSULTATION ON PARKING STANDARDS</p> <p>The Chairman referred to the letter issued by the Interim Clerk dated 4 August 2014 commenting on the Suffolk Advisory Parking Standards PLA(14)P108 (previously distributed). It was AGREED TO NOTE this response.</p>

14.109	<p>TO CONSIDER CONSULTATION ON COMMUNITY RAIL DESIGNATION FOR THE EAST SUFFOLK LINES</p> <p>The Chairman referred to paper PLA(14)P109 (previously distributed) outlining the Department for Transport consultation on Community Rail Designation for the East Suffolk branch lines to secure for them a more sustainable future. The consultation closes on 5 September 2014. It was RESOLVED to support the proposed designation and to write to the DfT accordingly.</p>
14.110	<p>TO CONSIDER COMPLAINT REGARDING FORMER CARTER / CEL PREMISES</p> <p>The Chairman introduced paper PLA(14)P110 (previously distributed) which was prompted by a complaint from a member of the public about the eyesore which the site has become. Section 215 Town and Country Planning Act 1990 gives the local planning authority discretionary powers to take steps to require sites to be cleaned up when their condition affects the amenity of the area.</p> <p>It was RESOLVED to ask Suffolk Coastal District Council to consider using their powers in relation to this site and to inform the complainant of the action being taken.</p>
14.111	<p>TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC/ ST AUDRY'S / NOTCUTT DEVELOPMENT</p> <p>Agreed that this Item was fully covered in the earlier discussion minuted at item 14.103.01 and that no further discussion was necessary at this time.</p>
14.112	<p>TO RECEIVE A REPORT FROM THE PARISH COUNCIL LOCAL TRANSPORT REPRESENTATIVE</p> <p>Cllr Butterwick introduced his paper PLA(14)P112 (previously distributed) which covered updates on both bus and rail services. Of significant interest was the 92% increase in passenger numbers since an hourly service was fully introduced on the East Suffolk line from December 2012. Agreed to note the report.</p>
14.112.01	<p>Installation of Half Barriers at Melton Level Crossing</p> <p>Melton PC has been invited to comment on the proposed work by the Transport & Infrastructure Manager at Suffolk Coastal District Council. Agreed the Interim Clerk to respond saying that the Parish Council is pleased this is now being done and that the Council has been pressing for it for a long time.</p>
14.113	<p>TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA</p> <p>The Interim Clerk introduced the paper PLA(14)P113 (previously distributed) which it was AGREED to note.</p>
14.114	<p>TO RECEIVE REPORTS FROM THE PLANNING AND TRANSPORT COMMITTEE WORKING GROUPS</p>
14.114.01	<p>Neighbourhood Plan Working Group incorporating the Affordable Housing Working Group</p> <p>Due to Cllr Barrington's absence on holiday there was no report. Noted that Woodbridge's Neighbourhood Plan is being launched with an open meeting in the Community Hall at 6pm on 25 September.</p>

14.114.02	<p>Traffic and Transport Working Group</p> <p>Cllr Corston reported that resurfacing work had commenced and that he would contact David Chenery re the footpath along Woods Lane which needs to be made safe before the new school term begins.</p> <p>He would also check on the latest position regarding the school layby.</p> <p>Agreed to NOTE the report with thanks.</p>
14.115	<p>TO RECEIVE THE MONTHLY FINANCE REPORT</p> <p>The Interim Clerk reported that an updated financial report was being sent to all Councillors which would show a full breakdown of spend to date by Committee. This would continue to be updated monthly until a new financial system is in place.</p>
14.116	<p>PLANNING COMMITTEE CHAIRMAN'S URGENT BUSINESS</p>
14.117.01	<p>Urgent business</p> <p>The Chairman raised the following items:</p> <ul style="list-style-type: none"> • East Suffolk Growth Plan – agreed to NOTE • Priorities for the Interim Clerk – The Chairman introduced paper PLA(14)P117.01 (previously distributed) which set out suggested priorities for the Planning and Transport Committee in relation to the constraints of having an Interim Clerk with limited availability. Following discussion it was agreed that these would be fed back to the Chairman of the Finance, Employment & Risk Management Committee.
14.117.02	<p>To receive items for future meetings</p> <p>None specific were proposed.</p> <p>Agreed to delete this heading from future agendas.</p>
14.117.03	<p>To agree items for inclusion in Melton Messenger</p> <ul style="list-style-type: none"> • Untidy site (see 14.110); • SNT priorities re parking & speeding.
14.118	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on Monday 22 September 2014 commencing at 19:00 in the Lindos Centre Seminar Room.</p> <p>There being no further business the meeting closed at 21:15.</p>