



## Planning and Transport Committee

**Minutes** of the meeting of the Parish Council Planning and Transport Committee held on Monday 22 September 2014 commencing at 19:00 in the Lindos Centre, Melton IP12 1PP.

**Present:**

Cllr Mr J E Bale Cllr Miss E A Barrington [Vice-Chairman]	Cllr Mr G K Butterwick [Chairman] Cllr Mr A G Corston
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**Absent:**

Cllr Mrs E J G Hilson	Cllr Mr M Sherwen Cllr Mr M L Webb
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**In Attendance:**

Mr W J Grosvenor <i>Interim Clerk to Melton Parish Council</i>	<i>5 other Members of the Public who attended up to and including the Open Forum part of the Agenda and for the discussion on planning Applications.</i>
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	<b>PART ONE – OPEN TO THE PUBLIC</b>
14.119	<b>TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE</b> Apologies in advance had been received from Cllr Hilson (absence on holiday), Cllr Webb and Cllr Sherwen (work) and it was <b>RESOLVED</b> to consent to the absences.
14.120	<b>DECLARATIONS OF INTEREST</b>
14.120.01	<b>To receive Amendments to the Register</b> There were none.
14.120.02	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none.
14.120.03	<b>To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none.
14.120.04	<b>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensations.

***It was RESOLVED to lift Standing Orders***

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14.121	<b>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS</b>
14.121.01	Issues raised by members of the public focused solely on the planning applications on the Agenda.
14.121.02	<p>Mr Mervyn Ruffles presented a new set of plans (block plan, proposed layout, elevations and floor plans) in respect of his planning application for the land north of the garage in Melton Road.</p> <p>The Committee viewed the new plans (which had not yet been submitted to the Planning Authority) and questioned Mr Ruffles on his proposals. It appeared to Members that the revised proposals made better use of the site, and that the proposed new house was less dominant in terms of its footprint than before; in particular the large garage was less prominent. It was explained to the applicant that the application would be formally considered and the Council's position made known later in the Agenda (Item 14.123.01).</p>
14.121.03	<p>Mr Christopher Hutton-Williams spoke as an objector in relation to the planning application for an extension to 6 Garrod Approach. His property at 14 Garrod Approach would be adversely affected in terms of amenity if the existing proposals were allowed. He expressed surprise that the covenants entered into by purchasers of homes on the estate did not mean that such alterations could not happen.</p> <p>The Chairman explained the difference between covenants and planning law; covenants are not a "material consideration" in terms of making a decision on a planning application. However he did think that the Planning Authority's own policies on design aesthetics and residential amenity might well have a bearing. The application would be formally considered later in the Agenda (Item 14.123.02).</p>
14.121.04	<p>Ms Heather Heelis wanted to update the Committee on developments with the Pitstop Holiday Club application since Melton Parish Council's Planning and Transport Committee had last considered the issue. Although Suffolk County Council Development Control Committee considered mitigation measures in relation to the objections, the recommendation was to refuse. Members however were undecided and agreed to defer. A third application (by SCC with Pitstop acting as agent) had now been submitted seeking a 2 year temporary arrangement whereby Pitstop would use the application premises only when their other premises were not available. The application makes it clear that there would be constraints as to when the children would be allowed access to outdoor play to reduce noise nuisance. This latest application would be considered by SCC in October 2014.</p> <p>The Chairman indicated that the Committee would give a formal view on the application later in the Agenda (Item 14.123.03).</p> <p><b><i>It was RESOLVED to reinstate Standing Orders</i></b></p>

14.122	<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p><b>It was RESOLVED</b> to agree the Minutes of the Planning and Transport Committee held on 18 August 2014 (Minutes PLA(14)M08 previously distributed).</p> <p><b>Proposed by:</b> Cllr Corston                      <b>Seconded by:</b> Cllr Barrington</p>
14.123	<p><b>TO REVIEW NEW PLANNING APPLICATIONS RECEIVED</b></p>
14.123.01	<p><b>DC/14/2526/FUL Land North of Melton Garage, Melton Road, Melton</b></p> <p>Proposed new dwelling and garaging with improvements to and use of vehicular access. Copy of application previously distributed was noted. Extension of deadline to 23 September obtained.</p> <p>In the light of the earlier discussion at 14.121.02, the Chairman raised a series of key matters of concern to the Parish Council.</p> <p>a) Mr Ruffles was made aware of the revised response of SCC Rights of Way and gave an oral assurance that the claimed RoW would not be obstructed during or after work on site.</p> <p>b) He was made aware of the revised response of SCC Highways. Councillors pointed out the shortcomings of the Flood Risk Assessment &amp; Drainage Strategy in that the Surface Water Drainage Strategy is based on the assumption that soakaways would provide adequate site drainage and that the application itself makes no commitment to provide the 'connection to the Anglian Water sewer' identified at 4.5. Mr Ruffles made an oral offer to resolve (at his own expense) the drainage issues identified by SCC (which affect not only the development site but also the public highway and Melton Playing Field) by 'tapping into the existing 75cm surface water drain which runs SW-NE across the southern end of the Playing Field (this is identified on Anglian Water drawing 615985 in Appendix D to the FRADS).</p> <p>c) He acknowledged that the site was, until earlier this year, largely covered by trees, some protected by a Tree Preservation Order. Some, he said, had been blown down by high wind, others he had removed as they were elderly/diseased or would form a potential hazard to the proposed dwelling (see Tree Survey etc. Summary pp10/11). Councillors contested the extent of the storm damage (D&amp;A Statement p4), and queried the need to remove so many trees. Mr Ruffles responded that he proposed extensive planting of replacement trees. Councillors pointed out that neither the Tree Survey etc. nor the application made any firm commitment to replacement trees, the drawing 1679/3 simply to 'tree planting' and 'landscape details to be agreed'.</p> <p>d) Mr Ruffles confirmed that the application proposed the widening of Jenners Close to 4.5m, the land-take to be on the southern side of the existing private road.</p> <p>In the light of Mr Ruffles' responses <b>it was RESOLVED</b> to recommend approval, subject to further clarity on replanting proposals and flood alleviation beforehand. The Chairman and Interim Clerk to formulate the wording of a response.</p>

14.123.02	<p><b>DC/14/2599/FUL 6 Garrod Approach, Melton Park</b></p> <p>Proposed alterations and extension. Copy of application previously distributed was noted. Extension of deadline to 23 September obtained. The Committee considered that the application does not comply with policy DM21 relating to design aesthetics or with DM23 relating to residential amenity. There were also concerns expressed over breach of covenants which govern all sales of residential property on the Melton Park development.</p> <p><b>It was RESOLVED</b> to recommend refusal; that the Chairman and Interim Clerk formulate the wording of a response that takes account of the loss of amenity to the neighbour at 14 Garrod Approach.</p>
14.123.03	<p><b>C14/- Temporary Use of the Play House building for two years for Pitstop Holiday Club</b></p> <p>To include Autumn, Spring and Summer half terms, Christmas and Easter holidays, PD days and last week of August between 8am and 6pm Monday to Friday. Copy of application previously distributed was noted. The Committee had previously considered planning applications made in relation to this property and the Parish Council is supportive of the aims and ethos of Pitstop.</p> <p><b>It was RESOLVED</b> to support the application as Melton Parish Council Planning and Transport Committee considered the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Local Plan Core Strategy and 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: the Parish Council had not received any objections from residents.</p>
14.123.04	<p><b>DC/14/2765/FUL Unit 2 Deben Way Melton</b> Proposed change of use from B1 to A1.</p> <p>Copy of application previously distributed was noted.</p> <p><b>It was RESOLVED</b> to recommend approval of the application as Melton PC Planning and Transport Committee considered the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Local Plan Core Strategy and Development Management Policies, and it was not aware of any objections from residents.</p>
14.123.05	<p><b>DC/14/2593/LBC 4 The Street Melton</b></p> <p>Proposed internal alterations and new front and back doors. Copy of application previously distributed was noted.</p> <p><b>It was RESOLVED</b> to recommend approval of the application as Melton PC Planning and Transport Committee considered the application to be in line with the National Planning Policy Framework [2012], the Suffolk Coastal District Local Plan Core Strategy and Development Management Policies, and it was not aware of any objections from residents.</p>
14.124	<b>TO REVIEW PLANNING NOTICES RECEIVED</b>

14.124.01	<p><b>Leeks Hill Footpath update</b> The Chairman referred to paper PLA(14)P124.01 (previously distributed). The Statement of Reasons submitted by the County Council together with its comments on the objections / representations was <b>Noted</b>.</p>
14.124.02	<p><b>Planning Appeal Decision – Whitwell House, St Audry’s Park Road DC13/2818/FUL &amp; DC13/2820/FUL</b> Paper PLA(14)P124.02 (previously distributed) was considered. The successful appeals against the decisions of Suffolk Coastal District Council were <b>Noted</b>.</p>
14.125	<b>TO CONSIDER TRAFFIC AND PARKING MATTERS</b>
14.125.01	<p><b>To consider Zebra Crossing Request</b> The request by Miss Suzy Haynes for a zebra crossing across Melton Road outside the entrance to the playing fields and the comments of the Assistant East Area Highways Manager - Paper PLA(14)P125.01 (previously distributed) were <b>Noted</b>. Sympathy with the proposal was expressed, and the Interim Clerk was instructed to respond to Miss Haynes, saying that if the Parish Council had the necessary resources, it would follow up the suggestion positively.</p>
14.125.02	<p><b>Parking in Wilkinson Way – Update since Full Council</b> The Interim Clerk reported that PCSO Marie Smith had since advised Cllr Martin that residents affected by illegal or inconsiderate parking (blocking drives etc.) could take a note of the vehicle registration numbers and either she or the SNT will have a word with the owners.</p>
14.125.03	<p><b>Quiet Lanes update</b> The Interim Clerk reported that he had invited Neil Winship to a premeeting before next Full Council on 13 November, but had yet to receive a response.</p>
14.125.04	<p><b>Traffic Enforcement</b> The Interim Clerk reported that PCSO Marie Smith had told him that she is chasing up Tony Buckingham of SCC regarding the poor condition of yellow line markings in Melton. She has had complaints of parking on yellow lines but cannot enforce because the markings are so poor. <b>Agreed</b> Interim Clerk to liaise directly with Tony.</p>
14.126	<p><b>DC14/1789/FUL TOLLGATE COTTAGE PLANNING APPLICATION UPDATE</b> The Committee <b>Agreed to Note</b> Paper PLA(14)P126 (previously distributed).</p>

14.127	<p><b>TO CONSIDER NEW STREET NAME PROPOSAL</b></p> <p>The Committee was asked by the District Council if it has any comments to make on the proposed name – Melton Drive – for the new road serving 11 new homes off Woods Lane. The Committee considered that there are a number of roads beginning “Melton...” and felt that a further one could give rise to confusion, particularly with regard to the Emergency Services. Following discussion, Members proposed the name “Nightingale Close”, which reflects the presence of nightingales in that vicinity. The Interim Clerk to respond to SCDC accordingly.</p>
14.128	<p><b>TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC/ ST AUDRY’S / NOTCUTT DEVELOPMENT</b></p> <p>The chairman reported that a group had been formed in Martlesham to seek to retain the Football Club there. Messages from the promoters of the development seemed confused, with different information being offered to the different organisations involved.</p>

14.129	<p><b>TO CONSIDER FURTHER THE COMPLAINT REGARDING FORMER CARTER / CEL PREMISES</b></p> <p>The Interim Clerk reported that, in response to his request to the District Council to use its enforcement powers under the Town and Country Planning Act 1990, the reply had been that the state of the site was not considered to be at a level to take formal action. However they will “monitor the situation”.</p> <p><b>Agreed to Note and keep in view.</b></p>
14.130	<p><b>TO RECEIVE A REPORT FROM THE PARISH COUNCIL LOCAL TRANSPORT REPRESENTATIVE</b></p> <p>Cllr Butterwick reported that long distance forecasting ended on the day of the meeting, and that there was nothing going forward. The position on the works to the level crossing at Melton Station was equally unclear.</p>
14.131	<p><b>TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA</b></p> <p>The Interim Clerk introduced the paper PLA(14)P131 (previously distributed) which it was <b>AGREED</b> to note.</p>
14.132	<p><b>TO RECEIVE REPORTS FROM THE PLANNING AND TRANSPORT COMMITTEE WORKING GROUPS</b></p>
14.132.01	<p><b>Neighbourhood Plan Working Group incorporating the Affordable Housing Working Group</b></p> <p>Cllr Barrington reported that there had not been very much activity during the summer period. Volunteers were now photographing local heritage sites and Planning Aid are to run another session. The grant expires at the end of 2014, although another application can be made again in April 2015.</p> <p><b>Noted</b> that Woodbridge’s Neighbourhood Plan is being launched with an open meeting in the Community Hall at 6pm on 25 September.</p>

14.132.02	<p><b>Traffic and Transport Working Group</b></p> <p>The e-mail complaint concerning the traffic lights at the junction between Melton Road and woods Lane / Wilford Bridge Road was Noted. Cllr Corston to follow up.</p> <p>It was <b>AGREED</b> to support the traffic study re Melton Road and make a financial contribution of £500 from Reserves.</p>
14.133	<p><b>TO RECEIVE THE MONTHLY FINANCE REPORT</b></p> <p>The Interim Clerk referred Members to Paper MPC(14)P97 submitted to Full Council on 11 September 2014. The next Finance Report will be produced at the end of September 2014.</p>
14.134	<p><b>PLANNING COMMITTEE CHAIRMAN'S URGENT BUSINESS</b></p>
14.134.01	<p><b>Urgent business</b></p> <p>The Chairman raised the following items:</p> <ul style="list-style-type: none"> <li>• Proposed subscription to the Journal of Local Planning: This was <b>Agreed</b></li> <li>• SCDC Consultation on Site Specific Allocations and Physical Limits Boundaries: Concern was expressed that this has not happened whereas it has with other Parish Councils</li> </ul>
	<ul style="list-style-type: none"> <li>• Planning Aid: <b>Agreed</b> Chairman to write to Planning Aid re the NP and issues raised by the SCDC accommodation strategy</li> <li>• Clark's Farm: Interim Clerk reported complaints re smells from animal carcasses – both PC and DC are aware of the problem and Interim Clerk to respond sympathetically recommending a firm approach to the EHO so action is more likely to be taken.</li> </ul>
14.134.02	<p><b>To agree items for inclusion in Melton Messenger</b></p> <p>Cllr Corston to draft; traffic and parking matters to be included primarily.</p>
14.135	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will take place on Monday 20 October 2014 commencing at 19:00 in the Lindos Centre Seminar Room.</p> <p>There being no further business the meeting closed at 21:30.</p>