



## Planning and Transport Committee

**Minutes** of the meeting of the Parish Council Planning and Transport Committee held on Monday 17 November 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 Mrs E J G Hilson
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**Absent:**

Cllr Mr A G Corston 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>1 Member of the Public who attended up to and including the Open Forum part of the Agenda.</i>
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	<b>PART ONE – OPEN TO THE PUBLIC</b>
<b>14.157</b>	<b>TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE</b> Apologies in advance had been received from Cllr Corston (holiday), Cllr Sherwen (work) and Cllr Webb (work) and it was <b>RESOLVED</b> to consent to the absences.
<b>14.158</b>	<b>DECLARATIONS OF INTEREST</b>
<b>14.158.01</b>	<b>To receive Amendments to the Register</b> There were none.
<b>14.158.02</b>	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none.

14.158.03	<p><b>To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none.</p>
14.158.04	<p><b>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensations.</p>
	<p><i>It was RESOLVED to lift Standing Orders</i></p>
14.159	<p><b>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS</b></p>
14.159.01	<p>Mr Peter Brockett raised three questions for the Committee.</p> <p>(1) Cllr G Holdcroft, SCDC Cabinet Member for Planning, had been holding meetings with parishes (about 40 to date) on specific sites for housing. Has Melton been included in these? The Chairman responded that, as Melton is one of the small number of parishes currently producing a Neighbourhood Plan, they were included in this process, but instead had one-to-one meetings with SCDC's Principal Planner. Site specific allocations will emerge via that process. <i>See 14.171.01 below.</i></p> <p>(2) Mr Brockett referred to a recent newsletter from the Woodbridge Society which, he said, stated that the Woodbridge Conservation Officer has suggested redrawing conservation area boundaries to include <i>both</i> sides of a boundary road. That would mean, if put into effect, that the side of Pytches Road which is in Melton parish would be included in the conservation area. The Chairman indicated that Melton Parish Council had no knowledge of any such proposal, having neither been informed nor consulted on it.</p> <p>(3) Mr Brockett asked whether Melton Parish Council was involved in the consultation in relation to the Community Infrastructure Levy (CIL). The Chairman replied that the parish council had responded at length to the first stage consultation earlier this year. As current second stage of consultation proposed no change to the draft charging structure, which placed Melton is in the highest charging band, there was no need to respond. <i>See 14.167 below.</i></p>
	<p><i>It was RESOLVED to reinstate Standing Orders</i></p>
14.160	<p><b>MINUTES OF THE PREVIOUS MEETING</b> <b>It was RESOLVED</b> to agree the Minutes of the Planning and Transport Committee held on 20 October 2014 (Minutes PLA(14)M10 previously distributed). <b>Proposed by:</b> Cllr Bale                      <b>Seconded by:</b> Cllr Barrington</p>
14.161	<p><b>TO REVIEW NEW PLANNING APPLICATIONS RECEIVED</b></p>

14.161.01	<p><b>DC/14/3182/FUL 18 Coppice Close, Melton</b>  Proposed conversion / extension of garage to form habitable annexe.  Copy of application previously distributed was noted.  This application had a deadline of 4 November for comments and was delegated to the Interim Clerk following consultation with Members of Planning and Transport Committee. Following consultation the Interim Clerk responded on 4 November as follows:  <b>It was Resolved</b> to 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 and Development Management Policies, and it is not aware of any objections from residents. <i>Action by the Interim Clerk <b>NOTED</b>.</i></p>
14.161.02	<p><b>DC/14/3140/FUL Water Tower, Bredfield Road, Melton</b>  Proposed installation of antennas / satellite dish for BBC Digital Audio Broadcasting  Copy of application previously distributed was noted.  This application had a deadline of 4 November for comments and was delegated to the Interim Clerk following consultation with Members of Planning and Transport Committee. Following consultation the Interim Clerk responded on 4 November as follows:  <b>It was Resolved</b> to recommend that approval of this application is deferred until an independent assurance has been given to the District Council that the planned additional 500 watt DAB radio transmitter aerials will not cause excessive and unsafe electromagnetic radiation levels at nearby houses, and also until an environmental impact statement covering increased noise levels relating to the additional cooling requirement has been provided. Both these requirements are in line with Policy DM23 Residential Amenity and Policy DM29 Telecommunications.  <i>Action by the Interim Clerk <b>NOTED</b>.</i></p>
14.161.03	<p><b>DC/14/3534/CRC Land North of Melton Garage, Melton Road</b>  Proposed discharge of conditions re application DC/14/2526/FUL The Interim Clerk reported that no papers were available for this application which accordingly it was agreed to <b>Defer</b>.</p>
14.161.04	<p><b>DC/14/3412/FUL 2 Saxon Way, Melton</b>  Proposed erection of 2-storey extension – revised design of approved application C12/2404  Copy of application previously distributed was noted.  <b>It was Resolved</b> to 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 and Development Management Policies, and it is not aware of any objections from residents.</p>

14.161.05	<p><b>DC/14/3246/FUL Decoy Farm, Old Church Road, Melton</b>  Proposed change of use from manufacturing timber components to recording studio (retrospective)  Copy of application previously distributed was noted.  <b>It was Resolved</b> to 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 and Development Management Policies, and it is not aware of any objections from residents.</p>
14.161.06	<p><b>DC/14/3504/AME Southfields, Fayrefield Road, Melton</b>  Application for a non-material amendment application for 1<sup>st</sup> floor extension  The Interim Clerk reported that no papers were available for this application which accordingly it was agreed to <b>Defer</b>.</p>
14.161.07	<p><b>DC/14/3350/VOC Land between Potash Cottages and Woodroyd Cottage, Woods Lane, Melton</b>  Proposed revisions to plans for affordable housing on the site Copy of application previously distributed was noted.  <b>It was Resolved</b> to 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 and Development Management Policies.</p>
14.161.08	<p><b>DC/14/3716/DRC Land North of Melton Garage, Melton Road</b>  Proposed discharge of conditions re DC/14/2526/FUL Copy of application previously distributed was noted.  <b>It was Resolved</b> to recommend refusal as the site plan indicating the planting proposals shows that the integrity of the drainage ditches essential for the draining of both the site and adjoining land is not being maintained; the Chairman and Interim Clerk to formulate the wording of a response.</p>
14.161.09	<p><b>DC/14/3529/VOC The Malt Yard, Old Maltings Approach, Melton</b>  Proposed variation of conditions imposed on non-material amendment C/13/1261  Copy of application previously distributed was noted.  <b>It was Resolved</b> to 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 and Development Management Policies, and it is not aware of any objections from residents.</p>
14.161.10	<p><b>DC/14/3594/FUL The Lindos Centre, Saddlemaker's Lane, Melton</b>  Change of use of offices to a single dwelling associated with the operation of the Lindos Centre  Copy of application previously distributed was noted.  <b>It was Resolved</b> to 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 and Development Management Policies, and it is not aware of any objections from residents.</p>

14.162	<p><b>TO REVIEW PLANNING NOTICES RECEIVED</b> None were received.</p>
14.163	<p><b>TO CONSIDER UPDATE RE THE WOODS LANE APPEAL</b> Paper PLA(14)163 (previously distributed) was introduced by the Chairman. The contents of the letter sent to the Planning Inspectorate on 4 November 2014 in response to the appeal by Christchurch Land &amp; Estates Ltd was noted with approval. It was <b>AGREED</b> that MPC will write to the local MP in terms to be agreed between the Chairman and the Interim Clerk.</p>
14.164	<p><b>TO FURTHER CONSIDER PRACTICAL ISSUES ARISING FROM THE DECISION ON DC/14/2526/FUL – Land North of Melton Garage, Melton Road</b> The Chairman referred to Paper MPC(14)111, considered by Full Council on 13 November, which identified the need for a clear and transparent protocol to deal with the increasing number of complex issues that affect the work and terms of reference of more than one committee. Full Council declined to agree the recommendations in that report, so the <i>ad hoc</i> arrangements that have subsisted hitherto will have to continue. The Chairman expressed his continuing concern about the unnecessary burden this place on individual committee chairmen. The Interim Clerk reported that he was meeting a consultant the following day to look at the drainage issues on the playing field. That would focus on what needed to be done; the implications of this planning approval and its conditions, together with the covenants affecting the land, will then need to be further assessed.</p>
14.165	<p><b>TO CONSIDER TRAFFIC AND PARKING MATTERS</b> Cllr Barrington reported that minor clearance work in relation to mud and vegetation had been undertaken in Saddlemaker’s Lane. However more needed to be done. The Interim Clerk reported that there had been no further traffic or parking issues reported to him.</p>
14.166	<p><b>TO CONSIDER SUFFOLK COASTAL DISTRICT COUNCIL’S APPRAISAL SCOPING REPORT FOR THE SITE ALLOCATIONS AND AREA SPECIFIC POLICIES DPD</b> The chairman gave an oral report. The Sustainability Appraisal Scoping Report consultation runs from 7 November to 12 December. On 28 October MPC received an invitation to apply to become involved in the site allocations and area specific policies working group. However MPC will focus on progressing the NP and then engage with SCDC re site allocations in the context of that. Additionally consultation on draft local validation requirements has been extended to 26 November 2014.</p>
14.167	<p><b>TO CONSIDER COMMUNITY INFRASTRUCTURE LEVY – DRAFT CHARGING SCHEDULE – CONSULTATION</b> The chairman gave an oral report. The current consultation (stage 2) relates to the charging structure which is unchanged from stage 1 so there is no need for any action to be taken by MPC.</p>

14.168	<p><b>TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC / ST AUDRY'S / NOTCUTT DEVELOPMENT</b> Cllr Butterwick reported that he had not yet written up the notes of the October inter Parish meeting. However there is no news about the WFC EGM and it must be a matter of concern that their lease expires on 31 December 2014. The next 'Four Parishes' community meeting is on 1<sup>st</sup> December.</p>
14.169	<p><b>TO RECEIVE A REPORT FROM THE PARISH COUNCIL LOCAL TRANSPORT REPRESENTATIVE</b> The Chairman reported that, with effect from 11<sup>th</sup> January, the sponsored 65B Sunday bus service between Ipswich and Woodbridge is being extended to operate into Melton, with the number of journeys increased from three to five a day in each direction. Additionally, the contract has been extended to the end of March. Its continuation beyond that date will depend on how well the service is used.</p>
14.170	<p><b>TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA</b> The Interim Clerk introduced the paper PLA(14)170 (previously distributed) which it was <b>AGREED to note</b>. The Chairman requested that the Interim Clerk liaise with Anita Kittle at SCDC Planning Department to ensure as far as possible that the Parish Council receives copies of decision notices.</p>
14.171	<p><b>TO RECEIVE REPORTS FROM THE PLANNING AND TRANSPORT COMMITTEE WORKING GROUPS</b></p>
14.171.01	<p><b>Neighbourhood Plan Working Group incorporating the Affordable Housing Working Group</b> Cllr Butterwick introduced his report [Paper PLA(14)P171.01] which had been previously distributed. He outlined the position reached with consultant, Navigus, and indicated that the first draft of the NP is anticipated in early December. A meeting with SCDC's Hilary Hanslip, Principal Planner – Policy &amp; Delivery – on 24 November will give an opportunity to take stock on how the project is proceeding. The report also included a budget submission for the project which will complete in 2015/16.</p>
14.171.02	<p><b>Traffic and Transport Working Group</b> Nothing to report.</p>
14.172	<p><b>TO CONSIDER THE FINANCIAL REPORTS</b></p>
14.172.01	<p><b>TO RECEIVE THE MONTHLY FINANCE REPORT</b> The Interim Clerk referred Members to Paper MPC(14)P114 submitted to Full Council on 13 November. It was <b>AGREED to Note</b>. The next Finance Report will be produced at the end of November 2014.</p>
14.172.02	<p>The Chairman tabled Paper PLA(14)P172, setting out the Planning &amp; Transport Committee's Draft Budget submission for 2015/16 which was discussed in detail and <b>AGREED</b>.</p>
14.173	<p><b>PLANNING COMMITTEE CHAIRMAN'S URGENT BUSINESS</b></p>

14.173.01	<p><b>Urgent business</b></p> <p>The Chairman raised the following items:</p> <ul style="list-style-type: none"> <li>• <u>Bentwaters Planning Application:</u></li> </ul> <p>The planning application was agreed on 13 November subject to s106 requirements and completion of 26 conditions, including restrictions on HGVs. Cllr Sherwen attended to represent MPC's interests.</p> <ul style="list-style-type: none"> <li>• <u>Deben Estuary Partnership:</u></li> </ul> <p>The consultation document received on 17 November was discussed. The consultation period ends on 5 January 2015. <b>AGREED</b> that the Interim Clerk will invite Cllr Christine Block to the December Planning &amp; Transport Committee to discuss the consultation exercise and partnership working generally as the first item on the agenda.</p> <ul style="list-style-type: none"> <li>• <u>Burial ground adjacent to Lodge Farm Lane and FP5:</u></li> </ul> <p>Cllr Butterwick had been informed of alleged desecration of the above. He reported that he has advised the Safer Neighbourhoods Team, the Suffolk County Records Office and the planning authority (the site is the subject of a major planning application) of the matter. When he attends the World of Planning Event on 24<sup>th</sup> November he will, if the opportunity presents itself, make further enquiries as to what else might be done.</p> <ul style="list-style-type: none"> <li>• <u>Sizewell C:</u></li> </ul> <p>The latest Project Update newsletter from EDF, received on 31<sup>st</sup> October, gives the impression that progress on this major national project appears to be stalling. The Community Forum planned for November has been postponed indefinitely. EDF <i>"do understand that local communities in Suffolk want to see more detail on our plans for the project. This will be a key part of Stage 2 of our consultation. However, before we launch Stage 2 Consultation for Sizewell C we need to know we have everything in place to enable Hinkley Point C to go ahead. The final investment decision on Hinkley Point C is expected around the end of the year and therefore we expect to launch Stage 2 for Sizewell C in 2015."</i> This represents a significant delay, which leave local communities affected by the enabling works (e.g. the park-&amp;-ride and lorry management schemes) in a state of limbo.</p>
14.173.02	<p><b>To agree items for inclusion in Melton Messenger</b> Nothing specific agreed.</p>
14.174	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will take place on Monday 15 December 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>