



## Planning and Transport Committee

**Minutes** of the meeting of the Parish Council Planning and Transport Committee held on Wednesday 15 July 2015 commencing at 19:00 in Cloghan's Bungalow, Suffolk Coastal District Council Offices, Melton Hill IP12 1AU.

**Present:**

Cllr Mr J E Bale Cllr Mrs E J G Hilson	Cllr Mr M L Webb
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**Absent:**

Cllr Miss E A Barrington Cllr N Brown	Cllr Mr A G Corston
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**In Attendance:**

Mr W J Grosvenor Clerk to Melton Parish Council  One member of the public	Mr Geof Butterwick, Local Transport Representative & Project Manager – Neighbourhood Plan
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	<b>PART ONE – OPEN TO THE PUBLIC</b> In the absence of both the Chairman and Vice-Chairman of the Planning and Transport Committee, Cllr Webb was invited to take the chair.
15.114	<b>TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE</b> Apologies in advance had been received from Councillors Barrington, Brown and Corston and it was <b>RESOLVED</b> to consent to the absences.
15.115	<b>DECLARATIONS OF INTEREST</b>
15.115.01	<b>To receive Amendments to the Register</b> There were none.
15.115.02	<b>To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none.
15.115.03	<b>To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none.
15.115.04	<b>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensations.
	<b><i>It was RESOLVED to lift Standing Orders</i></b>
15.116	<b>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS</b> The one member of the public present, apart from Mr Butterwick, had no specific questions to ask, but was interested in the items on the Agenda relating to the Neighbourhood Plan and the former Girdlestone site. <b>It was therefore proposed to take those items first on the agenda and also the report of the local Transport Representative.</b>
15.120	<b>TO APPROVE THE NEW MANAGEMENT STRUCTURE FOR THE MELTON</b>

	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>Because of the overlapping subject matter, Paper PLA(15)127.01 previously distributed was received and discussed under this item.</p> <p>Mr Butterwick went through his report, which also had as appendices a revised project plan and the whole neighbourhood plan process. He explained that there was now a Steering Group of manageable size, which was taking the project forward with a detailed project plan. The revised project plan contained comments and issues outstanding marked in red. The target date for moving to "Draft 3" status was 19 July; although that date might slip it was no longer critical because the meeting with Suffolk Coastal DC's Planning Policy Team to discuss the draft document and identify necessary changes, was not now likely to take place until mid / late August.</p> <p><b>It was RESOLVED</b> that Melton Parish Council Planning and Transport Committee formally approve the revised project plan and strategy.</p> <p><b>Proposed by:</b> Cllr Hilson                      <b>Seconded by:</b> Cllr Webb</p>
15.123	<p><b>TO CONSIDER MATTERS RELATING TO THE DEVELOPMENT ON THE FORMER GIRDLESTONE SITE</b></p> <p>Paper PLA(15)123 previously distributed was received and introduced by the Clerk. The Clerk explained that he had raised concerns with Suffolk Coastal DC planners over the way that the developers had opened up gaps in the hedge and removed trees on the boundary with St Andrews Close. Following a less than clear response he had sought answers to the questions (1) as to whether boundary reparation will be required once operations on the site are completed, and (2) as to why it was felt necessary to remove soft landscaping on the boundary when all development is further into the site.</p> <p>At the date of the meeting he was still awaiting a response.</p>
15.126	<p><b>TO RECEIVE A REPORT FROM THE PARISH COUNCIL LOCAL TRANSPORT REPRESENTATIVE</b></p> <p>Paper PLA(15)126 previously distributed was received and noted. Key points were that there was no information yet regarding any bus timetable changes in September and the seasonal open top bus between Woodbridge and Sutton Hoo was to be reintroduced on 23 July.</p>
	<p><b><i>It was RESOLVED to reinstate Standing Orders and to revert to the order of the Agenda</i></b></p>
15.117	<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 17 June 2015 (Minutes PLA(15)M06 previously distributed).</p> <p><b>Proposed by:</b> Cllr Bale                      <b>Seconded by:</b> Cllr Hilson</p>
15.118	<p><b>TO REVIEW NEW PLANNING APPLICATIONS RECEIVED</b></p>
15.118.01	<p><b>DC/15/1688/FUL Redwald House, St Audry's Park Road, Melton</b></p> <p>Proposed new timber framed triple garage.</p> <p>This application had a non-extendable deadline of 6 July 2015 for comments and was delegated to the Clerk to respond following consultation with Members of Planning and Transport Committee. Following consultation the Clerk responded on 6 July as follows:</p> <p><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, the Suffolk Coastal District Council Local Plan Core Strategy and Development Management Policies, and it is not aware of any objections from residents.</p> <p><i>Action by the Clerk</i> <b>NOTED.</b></p>
15.118.02	<p><b>DC/15/2079/VOC Land north of New Quay Court, Old Maltings Approach, Melton</b></p>

	<p>Change to condition 2 due to windows being added and amended, after planning permission was granted. Double doors on the rear elevation have been amended to glazed double doors with side screens. High level window added in workshop. Additional window added to Plot 1 only, in the TV room. New window on side elevation to bedroom 1.</p> <p>This application had a non-extendable deadline of 7 July 2015 for comments and was delegated to the Clerk to respond following consultation with Members of Planning and Transport Committee. Following consultation the Clerk responded on 6 July as follows:</p> <p><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, the Suffolk Coastal District Council Local Plan Core Strategy and Development Management Policies, and it is not aware of any objections from residents.</p> <p><i>Action by the Clerk</i> <b>NOTED.</b></p>
15.118.03	<p><b>DC/15/2404/DRC Southfields, Fayrefield Road, Melton</b></p> <p>Details as required by Condition 3 of planning permission DC/14/2213/FUL.</p> <p><b>It was Resolved</b> to make no comment on this application.</p>
15.118.04	<p><b>DC/15/2489/VOC Land between 1 Potash Cottages and Woodroyd Cottage, Woods Lane, Melton</b></p> <p>Numerous detailed changes following grant of planning permission C/12/2255.</p> <p><b>It was Resolved</b> to make no comment on this application.</p>
15.118.05	<p><b>DC/15/2662/FUL 12 Bredfield Road, Melton</b></p> <p>Construction of a bay window. Alterations to windows and doors at ground floor level.</p> <p><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, the Suffolk Coastal District Council Local Plan Core Strategy and Development Management Policies, and it is not aware of any objections from residents.</p>
15.118.06	<p><b>DC/15/2499/ADN Cedar House, Pytches Road, Melton</b></p> <p>“Site Acquired” single and double V signs.</p> <p><b>It was Resolved</b> to recommend refusal of the application on the grounds that the erection of signage for proposed marketing is premature when no full planning application for the site has yet been considered. Members of the Parish Council were concerned that hoardings might be displayed on this high profile site at the entrance to Melton, for several years.</p>
15.119	<p><b>TO REVIEW PLANNING NOTICES RECEIVED</b></p> <p>None were received.</p>
15.121	<p><b>TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA</b></p> <p>Paper PLA(15)121 previously distributed was received and noted.</p>
15.122	<p><b>TO CONSIDER TRAFFIC AND PARKING MATTERS</b></p> <p>Paper PLA(15)122 previously distributed was received and introduced by the Clerk. The paper updated Members on parking developments relating to St Andrews Place and St Andrews Close. The triangle of land between Station Road and St Andrews Close actually appears to be owned by Suffolk Coastal DC and the Clerk was pursuing the need for improvements in the management of that land with Suffolk Coastal.</p>
15.124	<p><b>TO CONSIDER REPORT ON PLANNING ENFORCEMENT ACTION</b></p> <p>Paper PLA(15)124 previously distributed was received and discussed. It was noted with concern in relation to the two Melton cases that there had been no</p>

	further action taken since April 2015.
<b>15.125</b>	<p><b>TO CONSIDER PROPOSED CHANGES TO THE SCHEME OF DELEGATION</b></p> <p>Papers PLA(15)125 and PLA(15)125A previously distributed were received. The Clerk went through his report (PLA(15)125) which set out the proposals, drawn up by Suffolk Coastal DC, for changes in the way that the authority deals with planning applications. Those proposals were going to a full meeting of the Council on 23 July.</p> <p>What was proposed in the SCDC report is that the current scheme of officer delegation for the major and minor category of development would remain the same, except that where the town or parish council and / or 3 neighbour responses have a contrary view to the officer recommendation. In such cases the case officer would advise the Ward Member, and ask whether he / she wished to request that the Chairman or Vice-chairman of the Planning Committee call in the application to be considered at Planning Committee. If the Ward Member wishes to request a call-in he / she will have to complete a request setting out material planning considerations within five working days of the end of the consultation period.</p> <p>Committee <b>NOTED</b> the reports and requested an update on developments at their August meeting.</p>
<b>15.127</b>	<b>TO RECEIVE REPORTS FROM THE PLANNING AND TRANSPORT COMMITTEE WORKING GROUPS</b>
<b>15.127.01</b>	<p><b>Neighbourhood Plan Working Group</b></p> <p>This item was dealt with under Item 15.120 above.</p>
<b>15.127.02</b>	<p><b>Traffic and Transport Working Group</b></p> <p>Nothing to report due to the absence of Cllr Corston.</p>
<b>15.128</b>	<b>PLANNING COMMITTEE CHAIRMAN'S URGENT BUSINESS</b>
<b>15.128.01</b>	<p>It was reported that, in relation to the Leeks Hill footpath, a site meeting took place on 18 June between Suffolk CC officers and the owner. At that meeting the owner agreed to remove his fence and shrubs and the county Council agreed to erect signs to show the line of the footpath. It is hoped that the path will be available soon. This positive development was <b>NOTED</b>.</p>
<b>15.129</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will take place on Wednesday 19 August 2015, commencing at 19:00 in Coughlan's Bungalow, SCDC Council Offices, Melton IP12 1AU</p> <p>There being no further business the meeting closed at 20:20.</p>