



# MELTON PARISH COUNCIL

PLA(17)M11

## Planning and Transport Committee

**Minutes** of the meeting of the Melton Parish Council Planning and Transport Committee held on Wednesday 22 November 2017 commencing at 19:00 at Riverside Office, Robertson's Boatyard, Lime Kiln Quay, Woodbridge IP12 1BD.

**Present:**

Cllr Mr J E Bale Cllr Mr N Brown (in the Chair) Cllr Mr A G Corston	Cllr Mr M Holmes Cllr A H Porter Cllr Mr M L Webb
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**Absent:**

Cllr Miss E A Barrington	Cllr Mrs E J G Hilson
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**In Attendance:**

Mr W J Grosvenor Clerk to Melton Parish Council	
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	<b>PART ONE – OPEN TO THE PUBLIC</b>
17.169	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b> Apologies for absence were received from Cllr Barrington and Cllr Hilson.
17.170	<b>DECLARATIONS OF INTEREST</b>
17.170.01	<b>To receive Amendments to the Register</b> There were none.
17.170.02	<b>To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none.
17.170.03	<b>To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> Cllr Brown declared a non pecuniary interest in Item 17.173.03 (planning application for 18 Burrows Road) as a neighbouring landowner.
17.170.04	<b>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensations.
17.171	<b>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS</b> There were no members of the public present.

17.172	<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 October 2017 (Minutes PLA(17)M10 previously distributed).</p> <p><b>Proposed by:</b> Cllr Holmes                      <b>Seconded by:</b> Cllr Webb</p>
17.173	<p><b>TO REVIEW NEW PLANNING APPLICATIONS RECEIVED</b></p>
17.173.01	<p><b>DC/17/3699/FUL 61 The Street, Melton (revised application: slight variation in the siting of the replacement sheds)</b></p> <p>Proposed demolition of i) twin span, brick built parts storage and grinding shed and ii) steel frame, concrete block general machinery storage building. Erection of replacement structures for same use.</p> <p>This application had a deadline of 7 November for comments and was delegated to the Clerk following consultation with Members of Planning and Transport Committee. Following consultation the Clerk responded on 7 November as follows:</p> <p><i>“Melton Parish Councillors have reconsidered the application in the light of the changes made. However they do not want to add anything to their recommendation for approval made on 20 September 2017.”</i></p> <p><b>It was RESOLVED</b> to ratify the action taken by the Clerk.</p> <p><b>Proposed by:</b> Cllr Brown                      <b>Seconded by:</b> Cllr Porter</p>
17.173.02	<p><b>DC/17/4356/FUL Wedges, Fayrefield Road, Melton</b></p> <p>Proposed demolition of existing conservatory and construction of new sun room on the same footprint. Formation of pitched roof over existing flat roof to front elevation.</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>
17.173.03	<p><b>DC/17/4486/CLP 18 Burrows Road, Melton</b></p> <p>Proposed certificate of lawfulness re single storey rear extension and front canopy over entrance door.</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>
17.173.04	<p><b>DC/17/4493/FUL Coach and Horses Inn, Melton Road, Melton</b></p> <p>Proposed single storey kitchen and toilet extensions, minor internal alterations.</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>
17.173.05	<p><b>DC/17/4494/LBC Coach and Horses Inn, Melton Road, Melton</b></p> <p>Proposed single storey kitchen and toilet extensions, minor internal alterations.</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>
17.173.06	<p><b>DC/17/4567/FUL 6 Rixon Crescent, Melton</b></p> <p>Proposed alterations and small rear extension.</p>

	<p><b>It was resolved</b> to recommend refusal of the application on the basis that the scale of the proposed alterations and extension seem excessive, and, if carried out, will adversely affect the residential amenity of neighbouring properties (Policy DM23). The Parish Council also considers that the proposals, if implemented, will adversely alter the visual design and layout of the property as built, in a way that both reduces its design quality and detracts from the character of its surroundings (Policy DM21).</p>
17.173.07	<p><b>DC/17/4874/FUL 8 Blakes Close, Melton</b> Proposed rear ground floor extension and ground and first floor side extension. <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>
17.174	<p><b>TO REVIEW UPDATES ON OTHER PLANNING APPLICATIONS</b></p>
17.174.01	<p><b>DC/17/0845/FUL unit 5, Riverside Business Centre, Dock Lane, Melton</b> Proposed 2 no. floodlights on columns, 3 no. floodlights fixed to building, retention of 5 no. floodlights fixed to building and installation of 2 no. concrete bollards. MPC response sent 23 March recommending refusal. Request for referral to Suffolk Coastal Planning Committee submitted 5 April 2017. No further developments. The Clerk reported that this application is still being considered together with application DC/17/2971/VOC (see Minute 17.174.02 below).</p>
17.174.02	<p><b>DC/17/2971/VOC Riverside Business Centre, Dock Lane, Melton</b> Variation of condition nos 2 &amp; 4 of DC/16/3661/FUL (change of use of factory to builder's merchants trade counter) – variation of site layout to provide for external storage etc. MPC response sent 27 July and 31 August recommending refusal. Numerous neighbour objections. SCDC Planning Officer has confirmed will be decided with DC/17/0845/FUL (see Minute 17.174.01 above).</p>
17.174.03	<p><b>DC/17/3575/FUL 7 Bury Hill, Melton</b> Proposed erection of two storey side and single storey rear extension. MPC responded on 21 September recommending refusal. Request for referral to SCDC Planning Committee submitted 18 October. <b>NOTED</b> that SCDC Planning Committee on 16 November approved the application.</p>
17.175	<p><b>TO REVIEW PLANNING NOTICES RECEIVED</b></p>
17.175.01	<p><b>APP/062/2017 Appeal against refusal of planning permission by Suffolk Coastal DC re land off Yarmouth Road (DC/16/4770/OUT)</b> The Clerk reported receipt of the Notice of Appeal. Deadline for any comments to the Planning Inspector is 28 November. The Committee considered the draft letter prepared by the Clerk, previously distributed. Following discussion the draft was <b>APPROVED</b>, subject to amplification of the current position being taken by the Highways Authority and any comments received from Cllr Barrington.</p>
17.176	<p><b>REVIEW OF PLANNING &amp; TRANSPORT COMMITTEE BUDGET 2017/18 AND DRAFT BUDGET FOR 2018/19</b> Paper PLA(17)176 previously distributed was received. The Clerk went through the budgetary position for 2017/18 which was <b>NOTED</b>. In relation to the draft budget prepared by Budget Working Group for 2018/19, Councillors asked for the following items to be considered:</p> <ul style="list-style-type: none"> <li>• Provision of a £500 budget for ongoing bus shelter maintenance</li> <li>• Provision for a budget for improvements to the amenity land and parking area in front of Winifred Fison House</li> </ul>

	<ul style="list-style-type: none"> <li>• Full Council to consider the purchase of a portable speed camera, subject to all aspects of management and operation being satisfactorily resolved.</li> </ul>
17.177	<p><b>TO CONSIDER UPDATE ON NEIGHBOURHOOD PLAN REFERENDUM ISSUES</b></p> <p>A discussion took place on the current state of preparedness. Cllr Porter took the opportunity to thank all members for delivering the Referendum leaflets to all homes in the parish. It was confirmed that the poll cards have been delivered to all eligible electors and arrangements made for observers from the Parish Council to attend the count.</p>
17.178	<p><b>TO CONSIDER PREFERRED OPTIONS CONSULTATION IN RESPECT OF THE SUFFOLK MINERALS AND WASTE LOCAL PLAN</b></p> <p>Paper PLA(17)178 previously distributed was received and <b>NOTED</b>.</p>
17.179	<p><b>TO FURTHER CONSIDER THE POSITION ON THE MELTON HILL PLANNING APPLICATION (DC/17/2840/FUL)</b></p> <p>The Clerk reported that there were no further developments since the refusal by the Secretary of State on 30 October to exercise his call in powers. Woodbridge Town Council sent a letter to the Secretary of State supporting call in on 27 October, and a copy of that letter was previously distributed to Members of the Melton Planning and Transport Committee for information.</p>
17.180	<p><b>TO CONSIDER REPRESENTATIONS TO SUFFOLK COASTAL DISTRICT COUNCIL OVER THEIR RESPONSE TO SUFFOLK HIGHWAYS' PROPOSED MITIGATION MEASURES FOR THE ADASTRAL PARK PLANNING APPLICATION (DC/17/1435/OUT)</b></p> <p>Paper PLA(17)180 previously distributed was received. As the issues relating to this Item were now satisfactorily resolved the Item was <b>WITHDRAWN</b>.</p>
17.181	<p><b>TO CONSIDER TRAFFIC AND PARKING MATTERS</b></p>
17.181.01	<p><b>Station Road traffic calming measures - update</b></p> <p>The Clerk referred to the email previously sent to all Councillors on the Committee setting out a summary of the present position. Councillors <b>AGREED</b>:</p> <ul style="list-style-type: none"> <li>• To facilitate a daytime meeting of residents and Messrs Chester and Pattle as soon as one can be arranged</li> <li>• To pass on to the Highways Authority the comments made by residents in respect of the impact of the current Woods Lane road closures on the Station Road residents.</li> </ul> <p>One of the questions raised which will need to be explored at the meeting is whether it might be possible to have a zebra crossing in Wilford Bridge Road at a point where people wish to cross the road. This would be as an alternative to a pelican crossing so as to give more flexibility as to where a crossing can be sited.</p>
17.181.02	<p><b>Woods Lane closure issues</b></p> <p>Councillors discussed the current position. The Clerk reported suggestions from Station Road residents (see Minute 17.181.01 above). Cllr Corston was concerned about the lack of speed enforcement along Yarmouth Road. The use of speed limiters was suggested, and he undertook to refer to Highways the inadequacy of the signage and the speeding issues to the police.</p>
17.181.03	<p><b>Parking restrictions in Melton Road and Melton Hill</b></p> <p>Correspondence between a local resident and David Chenery of Highways was <b>NOTED</b>. The temporary arrangements in Melton Hill seem to be working satisfactorily. There are no further plans to resurrect the proposals drawn up at the request of former County Councillor Michael Bond for permanent parking restrictions unless funding can be found.</p>

17.182	<p><b>AMENITY LAND IN THE STREET – UPDATE</b>  The Clerk reported that this project was now satisfactorily completed to the revised budget and a number of positive comments have been received.</p>
17.183	<p><b>TO CONSIDER PLANNING ENFORCEMENT MATTERS</b></p>
17.183.01	<p><b>Suffolk Coastal DC Authorised Enforcement Action – Case update</b>  Paper PLA(17)183.01 previously distributed was received and <b>NOTED</b>.</p>
17.183.02	<p><b>The Knacker’s Yard – Contravention of terms on which planning application DC/16/0248/FUL was approved – update</b>  The Clerk reported receipt of an email from the County Council Rights of Way Team in response to his enquiry about whether the Parish Council can place posts to stop illegal vehicular use of the bridleway. He is advised that the Rights of Way Team cannot exercise such authority; it lies with Highways. Meanwhile it is suggested that the position is monitored for any further infringements, which the Committee reluctantly <b>AGREED</b>.</p>
17.183.03	<p><b>Land to the rear of Cedar House, Pytches Road</b>  The Clerk reported an exchange of emails with the Suffolk Coastal DC Enforcement Officer. He has promised to compare the photographs and measurements he has taken with the terms of the original approval and advise. Meanwhile Cllr Holmes will speak to the builders to see if they are willing to modify the position of the fence.</p>
17.184	<p><b>TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA</b>  Paper PLA(17)184 previously distributed was received and <b>NOTED</b>.</p>
17.185	<p><b>PLANNING COMMITTEE CHAIRMAN’S URGENT BUSINESS</b></p> <ul style="list-style-type: none"> <li>• The Clerk reported a flyer received in respect of speed limit reminders. In the context of the earlier discussion (see Minute 17.181.02 above) this was particularly relevant and <b>it was AGREED</b> to seek further information, particularly in respect of security of the devices.</li> <li>• The Local Transport Representative’s report paper PLA(17)185) previously distributed was received and <b>NOTED with thanks</b>.</li> </ul>
17.186	<p><b>DATE OF NEXT MEETING</b>  The next meeting will take place on Wednesday 20 December 2017, commencing at 19:00 at Riverside Office, Robertson’s Boatyard, Lime Kiln Quay, Woodbridge IP12 1BD. There being no further business the meeting closed at 20:50.</p>