

**SOUTH WOODHAM FERRERS TOWN COUNCIL
PLANNING COMMITTEE**

MINUTES of a Meeting held on Wednesday 28th July 2021
at 7.30 p.m.
at Champions Manor Hall

Present:

Councillor Roberts as Chairman

Councillor Humphrey
Councillor Eley
Councillor Sismey

Councillor Perham-Lake
Councillor O'Brien
Councillor Birch

In attendance: Town Clerk Assistant

P343 Apologies for Absence

Apologies of absence were received and accepted from Councillors Ferry, Burman, Wilson and John.

P344 Dispensation Considerations

None received.

P345 Declarations of Interest

None received.

P346 Confirmation of Minutes

The minutes of the meeting held on 30th June 2021 were agreed as a true record of the meeting.

Proposed: Councillor Roberts

Seconded: Councillor O'Brien

Vote: **Carried**

P347 Public Questions

No members of the public were present.

P348 Previous Differing Planning Decisions

None were reported.

P349 Current Planning Applications and SWFTC Decisions

21/05163/TPO	89	Hamberts Road	T2 - Silver Birch - Front garden - Thin out re-growth by 30% to reduce number of secondary branches growing from each previous pruning cut. This should include removal of any dying, damaged and crossing	No Objections
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			branches. To give natural crown.	
21/01238/FUL	189	Hullbridge Road	Proposed swimming pool and outbuilding with hipped roof over + amendments.	No Objections
21/00283/FUL	24	Mount Pleasant Road	Retrospective application for a skateboard ramp in garden.	Object on the grounds of noise pollution in an inappropriate location.
21/01196/FUL	6	Westmarch	Front second storey extension. Rear dormer loft conversion.	No Objections
21/00940/FUL	34	Mount Pleasant Road	Single storey rear extension, two storey front extension. Removal of chimney and partial cladding with weatherboard cladding.	No Objections
21/01263/FUL	24	Willow Grove	Extension of existing rear roof terrace area.	No Objections
21/01125/FUL	17	Willow Grove	Change of use from log cabin (C3) to personal training & massage therapy studio (E)	No Objections
21/01264/FUL	114	Culver Rise	Erection of timber fence and posts. Replace existing front fence with timber panels	No Objections
21/05161/TPO	11	Taffrail Gardens	P16 - Oak - Rear garden - 4m crown reduction, crown lift to 4m, remove epicormic growth, cutting to branch collar - Reason - Maintenance, tree has not been reduced since 2014	No Objections
21/05169/TPO	27	Westmarch	T2 - Whitebeam -Side of house - Fell - Reason - Tree appears to be dead and is continually dropping branches when it is windy, which may hit people when walking on footpath. If felling required, happy to replace with new young tree, (preferably one whose roots do not spread near to surface, so as not to damage neighbour's drive, suggestions are welcome).	No Objections
21/01180/FUL	5	Littlecroft	Single storey front extension.	No Objections

21/05165/TPO	18	Anchor Reach	T12 - Oak Tree - Boundary of 18 Anchor Reach and 46 The Spinnaker - Prune by 3m - Reason - Safety problem for children, falling branches and sharp debris falling from the tree. Tree branches are also becoming very close to the roof of our house. The pigeons are always in the tree and pigeon faeces are a massive problem on the ground below.	No Objections
21/01123/FUL	18	Mereworth Road	Retrospective application for the construction of an external staircase to existing annexe.	No Objections

P350 Housing Strategy for Chelmsford for the period 2022 – 2027 Consultation

It was agreed that members would look at the housing strategy and prepare comments to be considered and agreed at the next planning meeting on 25th August.

P351 Strategic Growth Site 10 North of B1012

Proposal:

- The strategy document be agreed as amended at the meeting (copy attached).
- To set up four subject specific groups to submit input by an agreed date through the Planning Committee.
- Subject specific groups to be lead by:
Councillor O'Brien - **Infrastructure**
Councillor Humphrey - **Leisure**
Councillor Eley- **Environment**
Councillor Roberts – **Planning**
- The Planning Officer ensure that all members of the Council are informed of this group structure to deal with what will be one of our largest planning issues we will deal with in the coming weeks/months. All Councillors will be asked their preferences to volunteer to join one or more of the groups. The public will also be invited to assist the Town Council with this matter. Based on the responses and size of the application we will re-balance the groups with Councillors and public members.

It was noted that we do not have a date for the application however it is expected soon with a deadline for submission to Chelmsford.

Proposed: Councillor O'Brien

Seconded: Councillor Humphrey

Carried

EK

P352 Report to Council

- Housing Strategy for Chelmsford for the period 2022 – 2027 Consultation
- Strategic Growth Site 10 North of B1012

P353 Media Coverage

It was agreed to invite public to volunteers to join the subject specific groups to the Strategic Growth Site 10 North of B1012 for consideration to the final report for submission to Chelmsford City Council.

P354 Next Meeting

The next meeting agreed as 25th August 2021 at 7.30pm.

There being no further business to discuss, the Chairman closed the meeting at 8.40pm.

Signed

Chairman of the Meeting

Date: 25th August 2021

SWF Town Council Planning Committee

Land North of SWF – Planning Applications
Consultee Process - Proposals for consideration.

Murrough O'Brien

Draft (Post meeting update, subject to meeting minutes confirmation)

Requirement

- The initial planning application for Land north of the Burnham Road is expected within the next few weeks.
- These planning applications normally contain a large volumes of supporting evidence and information.
- It quite often proves difficult for one small group to evaluate all the information that enable a full and relevant consultee response on behalf of SWF Town Council to be submitted.
- This deck outlines a structure that would involve more members of SWF Town Council with the workload distributed.
- We may not need to do this, if the planning application is light, this document merely sets out an approach to do so if needed, so we are prepared.

Workload

- **Planning Committee to consider the following approach of breakout working groups based around current committee structures, modified or not with a view of setting up the required work teams at its July Meeting.**
- **Planning Committee Working Group – Site specific layouts, home & house design, views, overlooks, heights, boundaries, planning scope creep, Compliance with emerging NP Plan, City and County SPD's**
- **Infrastructure Committee Working Group – roads, transport provisions, public facility requirement, integration with existing town, education, Masterplan Compliance.**
- **Environment Committee Working Group – Green spaces, drainage & waste provision, green credentials, energy efficiencies, sustainability, health, pollution.**
- **Leisure Committee Working Group – Leisure provision and space, quality of life, youth and elderly specifics. Leisure integration with existing leisure services.**

Approach

- **Planning Committee to consider and decide the required structure for workgroups to be put in place at the July planning meeting. Suggestion is groups can contain any councillors and members of the public, lead by a Planning Committee member as proposed below.**
 - **Councillor Roberts – Planning Group lead**
 - **Councillor O'Brien – Infrastructure Group lead**
 - **Councillor Eley – Environment Group lead**
 - **Councillor Humphrey – Leisure Group lead**
- **Working groups carryout their assessments, all information is fed back to the Planning Committee.**
- **Groups can meet on-line or in-person, but will be provided with a deadline.**
- **Groups will not have officer time allotted to them for group work so will need to document their own findings.**

Submission

- All groups submit to Planning Committee by a deadline, who then holds two further meetings, one formal.
- 1st Planning Meeting
- Planning holds what we term a de-duping or de-duplication meeting. This meeting requires officer support but does not need to be a formal planning meeting. Objective is to go through all inputs, removing duplicates and presenting one 'normalised' response.
- 2nd Planning Meeting
- Planning holds formal planning meeting (either extraordinary or scheduled) to discuss, approve or change the formal response from the Town Council
- Depending on the size of the submissions, these two meetings could be combined into one.

Expectation

- We may find that we do not need to implement this structure as the application may be small, but we have to be prepared for it.
- It will be difficult to secure all councilors for this activity, but the target should be that every councilor signs up to at least one if they are able.
- Recruiting members of the public to the group may help fill the void, but we must stick to the consultee approach, this is not a platform to demand personal changes and voice personal objections. Planning teams quickly dismisses protest submissions, and it quite often mentally negates the rest of the submission.
- Planning Committee is the final deciding committee as delegated by the Town Council and its Terms of Reference.