

**Minutes of the meeting of the Clare Town Council Planning Committee
held in The Old School Community Centre at 7.00 p.m.
on Thursday 6th June 2013**

Present: Cllrs, G Mallows, M Godwin and P Phillips

1 To consider nominations for a Chair of the Planning Committee

Cllr. Godwin nominated Cllr. Mallows, seconded by Cllr. Phillips and approved unanimously.

2 Apologies for absence – Cllr. P Gryce

3 To confirm members of the Planning Committee

Cllr. Godwin, Phillips, Mallows and Gryce were confirmed as Councillor members of the Committee.

4 Register of members' interest – None

Section of the meeting open to the public:

5 Parishioners' question time – None

End of public section of the meeting

6 To approve minutes of previous meeting held on 2 May 2013

Approved unanimously.

7 Planning applications:

a) SE/13/0559/HH – 15A Snow Hill – Conversion of integral garage to living accommodation with associated alterations to dwelling.

The application is not considered contentious. It was agreed to approve the application on behalf of Clare Town Council.

Clerk

b) Applications received by the Clerk between publishing the agenda and this meeting.

None.

8 To review the Planning Committee Terms of Reference

Defer to next meeting pending review of Standing Orders.

9 To discuss matters arising from those minutes not on this agenda

Cllr. Mallows reported concerns about the lack of planning notices, and particularly with regard to the recent Lloyds TSC application SE/13/0338. The Clerk will write to St Eds.

Clerk

Cllr. Mallows also suggested that when the TC has concerns regarding part of an application, the response should be 'objection with comments' so that the comments are fully noted by the planning officers. Cllr. Mallows will contact St Eds Planning Department to ensure that they understand that the TC did object to the illumination.

**Cllr.
Mallows**

It was agreed that when possible, reference would be made to current planning policy when objecting to applications. The Clerk will endeavour to obtain hard copies of all relevant policies from St Eds Planning.

Clerk

10 To receive agenda items for next meeting

To consider planning applications received.
To review the Terms of Reference.

9 To confirm the date of the next meeting as Thursday 4th July 2013

Confirmed.

Meeting closed at 7.25 pm