

**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 1 May 2014**

Present: Cllrs, G Mallows (Chair), M Godwin and P Gryce

1 Apologies for absence – None

2 Register of members' interest – None

Section of the meeting open to the public:

3 Public Participation – No questions

End of public section of the meeting

4 To approve minutes of previous meetings

The minutes of the meetings on 29th January 2014 and 3rd April 2014 were approved unanimously.

5 To discuss matters arising from the minutes

Following a recent meeting with Cllr. Pugh on planning matters Cllr. Mallows submitted the notes for information (see attachment to the minutes). It was agreed that Cllr. Gryce will investigate the Code 4 and draft a paper for consideration at the next meeting. With regard to the fire station re-build, it was agreed to invite the Senior Officer to a meeting to discuss.

4 Year Plan – the Planning Committee objectives within the 4 Year Plan were reviewed. It was acknowledged that progress had been made on a number of items and that others were more difficult to achieve and may need to be reviewed and carried forward to the next period.

It was agreed that Cllr. Gryce would investigate land stewardship and draw up a briefing paper.

Cllr. Gryce

Clerk

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

It was agreed that Havebury should be invited to a meeting to discuss affordable housing in Clare (particularly plans for Erbury Place). Clerk to arrange.

Cllr. Mallows reported that a meeting had taken place with St Eds and Forest Heath planning officers, Suffolk County Council and the Clare Society regarding the development at Land East of the Granary and concerns over drainage, the SuDS system and whether the planning conditions are being adhered to and monitored. The Planning Officers clarified that their role is to enforce approved plans and conditions **on** site only. Steve Wood agreed to check ownership of various drainage pipe systems.

Cllr. Mallows reported that she had seen the Hastoe letting scheme and had contacted Hastoe for clarification.

Cllr. Mallows asked the Committee to consider items to be included in a draft Neighbourhood plan (e.g. funding, what must be retained in order to remain a key service centre). It was suggested that it might be possible to use the current Community Plan as a basis. Cllr. Mallows will carry out initial investigations and arrange a meeting with key contacts in order to provide a summary to all Councillors.

Cllr. Mallows reported that following the Inspector's review of the Rural Vision 2031 document, the Cavendish Road site had been approved with only slight amendments to

Clerk

the wording of the document.

7 To consider planning applications:

a) DC/14/0712/TCA – The Cock Inn – Fell one sycamore tree

The application is not considered contentious. It was agreed unanimously to approve the application.

Clerk

b) DC/14/0530/FUL – Stour Valley Community School – Construction of a detached humanities block

The application is not considered contentious. It was agreed unanimously to approve the application.

c) DC/14/0356/HH – 26 Bridewell Street – Erection of extension to provide first floor accommodation as amended (reduction in size of extension)

The hard copies of the amended plans have not been received and the St Eds website was down so details and objections could not be reviewed. It was agreed to defer discussion on this application to the full Town Council meeting.

d) DCON(A)/12/1208 - Wind Turbine, Chilton Street, Clare - Application to discharge conditions – It was agreed to defer discussion on this application to the full Town Council meeting. Cllr. Godwin will circulate a draft response to St Eds by email to all Councillors ahead of the meeting.

8 To receive agenda items for the next meeting

To elect a Chairman

To consider planning applications

To receive an update on the response from Haverhill Town Council on the impact of planning applications on Clare

To receive an update on key local developments

To discuss the review of the 4 Year Plan

To discuss Market Town Planning

To receive an update on the Neighbourhood Plan

9 To confirm the date of the next meeting as Thursday 29th May 2014

Confirmed.

Meeting closed at 8.25 pm

Attachment to minutes – Item 5 – Notes of Planning Committee members informal meeting with Borough Councillor Alaric Pugh.

- Section 106 SEBC list of outstanding 106 from previous years . No money for last 10 years allocated to Clare from Developments.
- Tree belt Retained in SEBC ownership, one of conditions of planning was that it should be kept and maintained by SEBC who admit they haven't maintained it, but couldn't get access. Tree specialist looked at it twice. Need to thin thicket but doesn't have any pernicious shrubs. Persimmon has agreed to thicken belt. Needs to be kept in local council control so that it is not reduced. Persimmon would be very willing to take it. SEBC would be happy to transfer to CTC. Cllr Pugh favours a residents association of Granary to take it on. Chain link fencing on both sides. Too complicated to parcel it up and sell it to residents of Granary. Only access is through people's back gardens. Granary Association could be set up by Alaric and Lizzie Cocker and could have a small amount of locality budget to set itself up. Association would need to carry out a tree survey every two years and have insurance. Cllr Pugh would like CTC to take over area as a holding position and then pass it on to Association. MG asked - would CTC be liable for expense of bringing it up to standard? Tree officer says not required. PB asked to see tree survey. Generally felt that Granary residents would be happier to have local people in their gardens to sort things out. *KH proposed Environment Committee and a street warden to look at the area and talk to Andy Line.*
- Code 4 Covers what can and can't be done in a conservation area. If a house is not listed then owners can do a surprising range of things e.g. if a wall is under 1m tall it can be demolished. Alaric wondered if we would be interested in applying for code 4 to be applied to our area. CTC have to ask SEBC to be placed under code 4 which would allow us a greater level of control. Won't charge for a Code 4 denomination. *Planning to research and discuss with Conservation Officer.*
- Planning fees Mini campaign to make planning fees more flexible e.g. if people live in a listed property then they have no permitted development rights, so while conservation advice is free, they have to have planning permission and that may cost more than cost of work. *Cllr Pugh to keep us in touch with project.*
- Wind farms SEBC have changed a rule so that if anyone applies for an environmental assessment, everyone is advised that that is happening when the application goes in, not when it is being determined.
- Broadband Programme ahead of schedule in Suffolk. Extra 10m being put in to cover hard to reach areas.
- Locality budgets /officers Different from SCC locality money because it is supposed to be used to bring in other money e.g. CHOC broadband linked to auctions. Cannot give the money to CTC but can give it to organisations. MG asked about bike racks and fact that funding needs to be organised by June. Cllr. Pugh may be able to help with paying for one. Suggestion that CTC pay for 2 or 3. *MG to raise at CTC on Thursday, to ask for funding. CBA may be able to lobby Cllr. Pugh for funding. Alaric might put a paper together to go with Chevron but is checking legality of idea.*
- Local housing profiling Pilot done across SE, run by housing service, Clare not included because we had the Community Plan. Much more detailed assessment of housing need. Have created a website – fantastically useful, interactive. Anyone can have access to it. *Cllr. Pugh can explain it further.*
- Community land trusts These are extension of affordable housing arrangements where people can buy land together.
- Hastoe Project Update from Isobel.

Kiln MG raised concern. Alaric chasing up Suffolk archaeology to visit it.

Fire Station rebuild It was on the plans originally when Vision 2031 started. *Alaric to follow up.* Linked to issues with Cavendish site. Will be lots of opportunities to discuss master plan for Cavendish Road. *CTC to ensure we are strongly involved in master plan.*

Methods for inclusion of CTC on Borough and other planning applications which directly/indirectly impact on Clare (eg commercial development on Cambridge side of Haverhill). Traffic study for dualing A1307 to cover villages on route but nothing to cover us. *Cllr. Pugh to give us early warning especially for SCC highways meetings. Engage with Cambridge Authority so that we are recognised as part of Stour Valley. MG to talk to Mary about meeting with portfolio holder. Build links with Haverhill and the Haverhill Portfolio holder.*