



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, BUCKINGHAM CENTRE,
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www.buckingham-tc.gov.uk

Town Clerk: Mr. C. P. Wayman

Wednesday, 04 October 2017

Councillor,

You are summoned to a meeting of the Planning Committee of Buckingham Town Council to be held on **9th October 2017 at 7pm** in the Council Chamber, Cornwalls Meadow, Buckingham.

C.P.Wayman
Town Clerk

Please note that the meeting will be preceded by a Public Session in accordance with Standing Order 3.f, which will last for a maximum of 15 minutes, and time for examination of the plans by Members.

AGENDA

1. **Apologies for Absence**
Members are asked to receive apologies from Members.
2. **Declarations of Interest**
To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.
3. **Minutes**
To receive the minutes of the Planning Committee Meeting held on Monday 11th September 2017 ratified at the Full Council meeting held on 2nd October 2017.

**Copy
previously circulated**
4. **Buckingham Neighbourhood Plan/Vale of Aylesbury Plan**

Buckingham



Twinned with Mouvoux, France

Members are reminded to declare any prejudicial interest as soon as it becomes apparent.

All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

www.buckingham-tc.gov.uk

Email: office@buckingham-tc.gov.uk

4.1 To receive a verbal report from the Chairman/Vice Chairman on the VALP briefing for Parishes meeting held on 4th October 2017 at The Gateway.

4.2 To note that the Submission Draft of VALP was put to the AVDC Scrutiny Committee on 26th September, for consideration by the Cabinet on 10th October and the Cabinet recommendations will be put to Council on 18th October. The agreed document will then be put out for public consultation sometime in November. *Due to the size of the document (800pp) Members are asked to access the report online from the following hyperlink.*

<http://democracy.aylesburyvaledc.gov.uk/documents/s7625/VALP%20Draft%20Submission%20report%20VALP%20SC%2026%2009%202017.pdf>

5. Action Reports

To receive action reports as per the attached list.

Appendix A

6. Planning Applications

For Member's information the next scheduled Development Management Committee meetings are 12th October and 2nd November 2017, with SDMC meetings on 13th October (changed from 11th), 25th & 26th October, and 1st November 2017.

To consider planning applications received from AVDC and other applications

- | | | |
|----|------------------------------------|--|
| 1. | 17/02720/APP
7RA | 131 Needlepin Way, MK18 |
| | | Single storey side and rear conservatory extension (retrospective) and bay window to side
<i>Beni</i> |
| 2. | 17/03167/APP
MK18 1HX | Greenways, Stowe Avenue |
| | | Extension of side fence height (retrospective)
<i>Goodfellow</i> |
| 3. | 17/03386/APP
Terrace, Stratford | Land to rear of Wharf Hill Road, MK18 7AT |
| | | Erection of two dwellings with associated parking and turning area including provision of designated parking area for residents of Wharf Hill Cottages
<i>Edanmar Developments Ltd.</i> |
| 4. | 17/03388/APP
1DJ | 22 Lenborough Road, MK18 |
| | | Erection of garden building |

Langley

5. 17/03438/ALB 1 Mitre Street, MK18 1DW
Replacement of distorted and poorly fitting upstairs windows with like for like items to cure draughts.
Replacement of poorly fitting door to extension to rear with new inward opening door
Meek
6. 17/03505/ALB 58 Nelson Street, MK18 1BT
Replacement door (to kitchen) and window (to bedroom) to rear of property (retrospective)
Hetherington
7. 17/03703/ALB Stoneleigh House, 17 Castle Street MK18 1BP
Change from residential to commercial. Change Interior doorway, fire surround and stud walling. Repaint exterior and conversion of box room to bathroom.
Parslow

The following **Additional Information** has been located on the AVDC website, though not formally advised for consideration, but as it was one of the documents Members requested when refusing to comment on the original accommodation for lack of information it has been included on the agenda:

8. 17/02939/APP Royal Latin School, Chandos Road, MK18 1AX
Provision of new all-weather pitch and sports building with associated flood lighting
King [RLS]

New document: SuDS Strategy.

Note that Sport England and the BCC SuDS & Highways officers have all requested more information before making comment.

Update from Parish Liaison Officer 26/09/17: The primary issue affecting this application is the outstanding bat report for the ecological survey. Proceedings have been put on hold because we are unable to submit this survey without the report. We envisage that this will be received sometime in October. Furthermore, the applicant is expected to provide the information which you highlighted as absent. When these missing documents are received, we will be able to submit it fully.

The following has been formally advised as an Additional Plan:

9. 17/03241/APP Land adjacent to Little Oaks,
MK18 1JD
Installation of four rooflights
on garage

Sweetman

Additional Plan: roof plan showing position of proposed rooflights.

Minor Amended Plans

10. 17/03280/ALB 19 High Street, MK18 1NU
Formation of WC/Utility area,
replace/repair and make
good windows throughout the
property, replacement
staircase

Reynolds

Minor amendments to window labelling, and additional details of extraction vent

Not for consultation:

11. 17/03325/ACL 24 Moorhen Way, MK18 1GN
Single storey rear extension,
conversion of part of existing
garage and relaying &
extension of driveway
Wellington

12. 17/03432/ATP Land off Chandos Road
[Waglands Garden TPO'd woodland]
T3 Yew – fell; T18 Yew – fell;
T25 Yew – fell; T26 Portuguese
Laurel – fell; T48 Yew – fell
Gaddesden [W E Black]

New documents for the related approved application 16/01413/APP - the Ground Investigation report and Technical Note - relating to Condition 12 (Surface water drainage) and condition 14 (Foul drainage) are available to view on the AVDC website under 16/A1413/DIS. Surface water drainage will involve an attenuation tank under the flats' car park and an infiltration tank in the garden of the house.

13. 17/03471/ATC Paynes Court, MK18 1NQ
T1-T2: Alder. Removal to
ground level and grind out
resulting stumps. These trees
roots are lifting block paving
and causing a health risk to
the elderly residents of
Paynes Court.
T3. Various species including
Ash and Sycamore. Reduce
lateral growth of these

neighbouring trees to the boundary wall. These trees are causing problems with the very small rear gardens at Paynes Court and also the roof. Removing the overhang will also allow light into the property.

14. 17/03485/HPDE 19 Aris Way, MK18 1FW
The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.65m, for which the maximum height would be 3.35m, and for which the height of the eaves would be 2.1m.
Bowden
15. 17/03794/ATC 15 Chandos Road, MK18 1AH
T1 Skyrocket Conifer Height - 8m Crown spread - 1m Work required : Fell to ground level
T2 Amelanchier lamarckii Height - 4m Crown spread - 6m Work required : 2m reduction
T3,T4,T5,T6 Betula pendula jacmontii Height 3m crown spread - 1m work required : 1.5m crown lift
T7 Sycamore Height - 10m Crown spread - 8m Work required: Crown lift 4m from ground level
T8 Apple Height - 6m Crown spread - 6m Work required : Partial reduction 2m to reduce overhang
Bicheno

7. Planning Decisions

To receive for information details of planning decisions made by AVDC as per 'Bulletin' and other decisions.

BTC **Officer**
Approved
response **recommⁿ.**

15/04106/AOP Land.adj 73 Moreton Rd. 13 houses, new access, etc

www.buckingham-tc.gov.uk

Email: office@buckingham-tc.gov.uk

17/01694/APP 2 Butterfly Close Insertion of front and rear
rooflights No objections*

17/02220/APP Wipac, London Road New Storage/Warehouse
facility Support

17/02323/APP Wipac, London Road 2-st.extension to existing
factory Support

17/02354/APP Land at Verdun Erection of 4 dwellings
Oppose and attend

17/02414/APP 8 de Clare Court Two storey rear extension
No objections**

17/03278/APP 9 Bobbins Way Rear conservatory
(retrospective) No objections

* revised from Oppose & Attend on receipt of additional information
re curtilage and parking

**revised from Oppose on withdrawal of the proposed replacement
of wall with fence

Not Consulted on:

Approved

17/03281/ATP Maids Moreton Ave. Works to trees per 5-year
plan No objections

Prior approval not required

17/03137/HPDE 98 Embleton Way Permitted rear extension

8. Development Management Committee

8.1 Strategic Development Management (22nd September
(cancelled), 13th October 2017 *(agenda not available at
3/10/17)*)

8.2 Development Management
(25th September 2017): to receive a report from the
Chairman **Appendix B**
(12th October 2017) *no Buckingham applications*

9. Enforcement

9.1 To receive the monthly update for August

Appendix C

9.2 To report any new breaches

10. Street & Estate Naming

In light of recent discussions with the developer, Members are asked to consider themes for the naming of streets at the Tingewick Road Triangle and the small site to the north of Tingewick Road, and a related designation for the estate, for suggestion to the developers.

11. Replacement for Consultee Access

Members to receive and discuss a request from Jeff Membery, Assistant Director – Customer Fulfilment to release the Planning Clerk to assist in the development of the Consultee Access system.

Appendix D

12. Transport

www.buckingham-tc.gov.uk

Email: office@buckingham-tc.gov.uk

To report any damaged superfluous and redundant signage in the town.

13. Access

To report any access-related issues.

14. Correspondence

14.1 To receive a general email re Parish Liaison Officers and agree an invitation to 27th November 2017 meeting as per recommendation.

Appendix E

14.2 To receive an email advice of possible works required to trees in two sites, together with the supporting documents. Planning histories for these properties are also attached

Appendix F

15. News releases

16. Chairman's items for information

17. Date of the next meeting: Monday 30th October 2017
following the Interim Council meeting.

To Planning Committee:

Cllr. Ms. J. Bates

Cllr. M. Cole (Chairman)

Cllr. J. Harvey (Mayor)

Cllr. P. Hirons (Vice Chairman)

Cllr. D. Isham

Cllr. A. Mahi

Cllr. Mrs. L. O'Donoghue

Cllr. M. Smith

Cllr. Mrs. C. Strain-Clark

Cllr. R. Stuchbury

Cllr. M. Try

Mrs. C. Cumming (co-opted member)

ACTION LIST

Appendix A

Min.	Planning Responses posted on AVDC website: 23/8/17	Min.	News release	Date of appearance
Subject	Minute	Form	Response received	Rating √ = done
IT problems	660.3 and others 308/17 374.5/17	Rejection of request-to-speak; non-communication of new/amended applications and decisions on tracked applications. Follow-up response & arrange meeting Letter of thanks to Mr. Mernbery	Meeting agreed 7/9/17 see agenda 5-5	√ √ To do
Poplars, Franciscan S106	374/17 186.3/17 374.4/17	Investigate 'revoking' further Obtain info on good practice from LGA; DCLG; NALG FoI request to AVDC on Cllr Paternoster amendment 1. Narrow dates to May 2. Match answers to CP's amendments and send to Leader & Chairman	DCLG acknowledged but unable to give response-date LGA acknowledged. Answer to be expected by 18/8/17; Chased 25/8/17; Received 17.10, 1/9/17 with an apology for late response	√ √ √ To do (awaiting results of 1.)
Parent & Child parking spaces	193/17	Town Clerk to confirm installation	New Property Manager in post; investigating	ongoing
Hamilton Precision site	317/17	Ask Developers for update	I met with our accessibility specialist at the site a few weeks ago and a report was issued last week. We are working on the premise there will be a ramp at the site and looking at design options. Regards, Allan Ross BA(Hons) Dip(arch) Dip(pp) RIBA RIAS Registered Architect and Director, CMI STUDIO ARCHITECTS	√

Subject	Minute	Form	Rating √ = done	Response received
Planning Liaison Officer	308/17	Invite to Committee meeting	√	We would be delighted to attend one of your planning meetings, thank you for the invite. Please let us know the future dates that we would be able to come along and introduce ourselves. Just so that you are aware, we also handle a wide variety of areas alongside planning. Departments such as Recycling, Waste and Environmental Health all fall under our remit. As a result, we will be able to hand to assist with a variety of matters. At the meeting, we will be able to go into greater detail about how we aim to be the key link between your Parish and multiple AVDC departments. Hazrat Hussain, Parish Liaison Officer See Agenda 13
Equality Act compliance	317/17	Query to Equalities Commission as minuted	To do	
BCC:				
2 Bridge St	586.2	Response re actual parking available	√	Response replied to. Reply awaited
Cotton End steps	374.2/17	Letter as minuted to Dominos and Roosters	To do	
Cycle path	865/16	Incorrect drawings supplied	√	Quotation agreed; funding bid made. Funding refused. 119: Request to go on next FC agenda
	984/16	Write to appropriate parishes re Community Spring Clean	√	10/8/17: Adstock Parish Council is interested and would wish to be kept informed
	186.2/17	Check on cleaning schedule	√	AVDC Response: BCC have not informed AVDC about the new cycleway adoption. Once BCC have informed us this cycleway is to be cleansed it will be swept twice a year in Autumn and Spring. We do not automatically add areas to be swept because we do not know if there is development involvement which usually means there is a maintenance agreement before officially being handed over. I have copied in Steve Essam so he can comment. Neil Pasmore, Community Spaces Officer, Aylesbury Vale District Council BCC Response: This scheme was implemented by Transport for Buckinghamshire within existing highway and without any developer involvement. Consequently, there would be no formal adoption process to be followed by Development Management. I am not sure what the process would be for IFB to add new infrastructure to maintenance schedules, but will pass your emails on to Paul Roberts who is the Engineer who was overseeing the project on behalf of IFB.

Subject	Minute	Form	Rating √ = done	Response received
	374/17	Check re loose chippings as minuted (and prompt response from P.Roberts)	√	Steve Essam, Delivery Team Leader, Highways Development Management Steve Essam has asked that I email you with an update regarding the sweeping of the cycleway, I can confirm that AVDC does now have this cycleway on their sweeping schedule for two times a year, in the Autumn and Spring, and it is due to be swept in October. I apologise for the delay in responding. The TFB Supervisor for the resurfacing work did arrange for the cycleway to be swept several days after the surface dressing was completed, I will speak with him again and ask that he carryout an inspection. Paul Roberts 15/9/17
Addington Rd traffic calming	118/17	Check on progress	√	Clr. Whyte (11/9/17) Verbal update provided to meeting
Maids Moreton sign	192.1/17	Stratford Road/Mill Lane jn: direction sign missing	√	Job reported completed 7/9/17; CC reported still missing 11/9/17; Photos of bare poles sent; LAT responded (20/9/17) Good afternoon Katharine, I am quite surprised that you have had a response stating the order is completed. We are changing the actual signs which need to be made 2 number. These have not yet been delivered to the depot. Therefore works are not completed as yet. DASmith [Apparently this is a known problem & Cllr. Whyte is already on the case]
Waste & Minerals consultation	374/17	Respond to consultation Circulate neighbouring parishes	√	
Development Management consultation	379/17	Respond to consultation	√	
E-W Rail	947	Respond per minute	√	
Accessible banking	950 976/16	Letter as minuted to Barclays and Santander	√	
Secure by Design	186.4/17	Circulate main points for assessing applications against	started	
Police Station wall	250.1/17	Request officer report	√	17/00226/CON3 Update from Parish Liaison Officer. The Planning Officer has informed me that this particular case is now closed. They concluded there was no breach of planning permission. Reports are not created for these enforcement investigations.

Subject	Minute	Form	Rating √ = done	Response received
Conservation Area	374/17	Mrs Cummings to organise meeting with Roger Edwards, & Cllrs Harvey & Cole to explore raising profile of CA		
Page Hill roundabout	306/17	Report damage to Greenspaces Manager	√	GSM had in hand already.
Catesby appeal	311.2/17	Additional comments to Inspectorate	√	
Grand Junction Care Home		Town Clerk to prepare report on Judicial Review for Interim Council	√	Action agreed at Full Council 2/10/17

Subject	Minute	Form	Rating √ = done	Response received
Enforcement reports and queries				
13 High Street	795.3/15 664.2	New signage & lighting Chase response (done regularly) Prompt sent 14/9/17	√	P Dales: 12/5/17. 13 High Street, Buckingham: we had in the past met with the owner to secure the removal of the signs. Whilst this had not materialised we had been aware that its ownership may change and had hoped that the new owner may have their own plans and/or may be receptive. However, this has not materialised and so I have asked our consultant enforcement officer Will Holloway to take on the case and we will keep you informed of progress.
Dominos	313.2/17	Compressor unit not as plans; motorbikes and skips blocking alley Awaiting response from officer on discharge of Condition 4 – Waste disposal	√	17/00169/CON3 Response promised by new Parish Liaison Officer 14/9/17
Police Station wall	117.2	Report damage	√	Case file opened 17/00226/CON3
	250.1/17	Ask for copy of officer's report	√	Chased 1/9/17
2 Hubbard Close	117.2	Report large structure	√	Case file opened 17/00279/CON3
Costa tables and fixed barrier	313.3/17	Tables out on market day and fixed barrier contrary to approval	√	AVDC Case number 17/00386/CON3. BCC Licencing following up barrier contravention: Officer has contacted to say in hand, barrier hopefully removed before Fair
Garden encroachment into Maids Moreton Avenue	378/17	CC to have photos sent to office Office to report breach	Received √	
Cornwalls Meadow car park – new path	381/17	Ask why no planning application & consultation	√	

17/02354 – 4 Dwellings adj Verdun, Western Avenue, Buckingham

Mr Chairman, Councillors and Officers:

I am here to object to the application for material changes to four houses proposed on former gardens between Verdun and Pightle Cottage in Western Avenue, Buckingham.

Buckingham Town Council has consistently opposed the cramming of four terraced dwellings into a 25m wide frontage as being contrary to the Buckingham Neighbourhood Development Plan, for reasons of inappropriate over-development of the site, and its proximity to the conservation area and listed buildings. While BTC has to accept that permission has previously been given for four houses on this windfall site – although there is no longer a pressing need now that AVDC has a nine-year housing supply - our position remains that whilst the BNDP supports windfall site development, such development should conform with BNDP policies.

The revised plans, as you have heard, refer to a common slab level to the four dwellings, and a new central vehicular access for parking for up to six cars. What they do not highlight is that they also propose two bedrooms and two bathrooms in each of three of the houses, which suggests that these will not be family homes, but accommodation for working people, with little storage space. Accordingly, BTC contends that four parking spaces will not be enough, as it is likely that there could be at least two cars for each household, and we are concerned that cars could be parked on the grass verge in front of these properties.

Your planning officer suggests that this development promotes sustainable transport, but it does not. In her report at Para 9.25 she is under the mistaken impression that Buckingham has a railway station within walking distance. She may care to note that the closest stations are at Milton Keynes or Bicester. She considers bus stands to be within a reasonable walking distance; again, she may care to note that the closest is 650m distant, whilst guidelines state an acceptable maximum walking distance is 400m.

We also note that later in her report, under Developer Contributions 9.55, she is under the impression the proposal seeks permission for six houses. She does not address rainwater collection in her report, whilst noting it is a relevant BNDP policy. These and other errors do not give us confidence in her report to your committee.

We are also concerned that the fourth, starter home, which is only 3m wide, has its entrance at the rear down a narrow passage (unlike the other houses which have

front entrances), and has its bedroom and bathroom on the ground floor, which creates a security issue, as such rooms normally require a window to be open.

BTC is also concerned about the lack of consistency in planning decisions for such sites. In May your committee refused permission for five dwellings behind 10 Market Square, Buckingham (17/00693) stating "that the proposed development by virtue of its layout and siting will result in a cramped form of development which fails to respect the character and appearance of the area, will obscure views of the listed building to the detriment of its setting." These are exactly the reasons for which BTC has continued to oppose this over-development in Western Avenue.

Cllr MARK COLE JP
Chairman Planning Committee, Buckingham Town Council

There were questions from:

Cllr Sue Renshell: Did BTC not think that the second bedrooms could be for children? I responded that was unlikely as both bedrooms were small with no play or storage space.

Cllr Tim Mills: What was BTC's objection to the slab layout? I responded that Western Avenue was a mixture of detached and semi-detached houses, with no terraced houses, and this would therefore be out of keeping with the locale. I added that BTC would have preferred to have seen either a detached house or a semi on this site, but we had to accept that permission had already been given for four. It was the details to which BTC was objecting, and this is where the DMC could make a difference.

The developer Paul Staden spoke briefly, saying that these were intended as small family homes plus one starter home, and not for letting to students. He said that the design was made around his belief that every home should have a dining table. The reason that the starter home had its bathroom/bedroom downstairs was because of the way that the services were provided. Asked about overspill parking he said that there would be a picket fence between the car park and verge along the frontage. He said that he had noted BTC's concern about the rear entrance to the starter home.

Nobody questioned planning officer Thandi Zulu's belief that Buckingham had a railway station, or the distance from bus stands, which suggests that the DMC was not particularly concerned about promoting sustainable transport.

During discussion committee members felt that the new layout was preferable to the previous approved one, in that there was one central entrance to the parking and houses. The committee decided by 6 votes to approve, with Cllr Mills abstaining.

Following the meeting I had a brief chat with Mr Staden, and he said he had taken on board what I said about the rear entrance to the starter home and our concern about its safety after dark. He said that he was going to rethink that, and would contact the Town Clerk and Planning Clerk directly. He also reiterated that these would not be for student rental, although he did not suggest how that might be controlled.

Enforcement Investigations
Received During August 2017

BUCKINGHAM NORTH WARD

17/00370/CON3

Alleged unauthorised construction of a rear extension
1 Wharf Hill Terrace Stratford Road Buckingham Buckinghamshire MK18 7AT

17/00375/CON3

Alleged unauthorised replacement fascia advertising signage (Cat5
Communication Ltd) on a Grade II Listed Building in a Conservation Area
5 West Street Buckingham Buckinghamshire MK18 1HL
Case Officer: Nazia Begum

17/00379/CON3

Alleged unauthorised clearance of land and felling of trees
Land Adjacent To 1 Wharf Hill Cottages Stratford Road Buckingham Buckinghamshire
MK18 7AT

17/00382/CON3

Concerns regarding the excessive advertising signage at the front of the premises
Quality Cleaners Market Hill Buckingham Buckinghamshire MK18 1JX
Case Officer: Pauline Hawkins

17/00386/CON3

Alleged unauthorised breach of Conditions - 17/00620/APP refers
1) Condition 2 - tables/chairs placed on footway on market days
2) Condition 3 - impact barrier is fixed and not removable
Costa 1 Market Hill Buckingham Buckinghamshire MK18 1JX
Case Officer: Nazia Begum

17/00406/CON3

Alleged unauthorised installation of external air conditioning unit
Russell & Butler 1 West Street Buckingham Buckinghamshire MK18 1HL
Case Officer: Nazia Begum

BUCKINGHAM SOUTH WARD

17/00363/CON3

Alleged unauthorised erection of a boundary fence in breach of Condition 4 of 76/01797/AV
(no fences etc. to be erected without permission)
14 Meadow Gardens Buckingham Buckinghamshire MK18 1BJ
Case Officer: Nazia Begum

Enforcement Investigations
Closed During August 2017

BUCKINGHAM NORTH WARD

17/00169/CON3

Alleged unauthorised breach of approved plans/details - 15/02125/APP refer:

- 1) Compressor unit has not been installed in the correct position
- 2) Increase in number of refuse skips in alleyway
- 3) Parking of delivery motorbikes in alleyway

Domino's Pizza 2 Bridge Street Buckingham Buckinghamshire MK18 1EL

Closed: No breach of control

Case Officer: Nazia Begum

17/00174/CON3

Alleged unauthorised siting of a satellite dish to front of property in a Conservation Area

Kinetic Properties Ltd 7 Bridge Street Buckingham Buckinghamshire MK18 1EL

Closed: Ceased

Case Officer: Nazia Begum

17/00382/CON3

Concerns regarding the excessive advertising signage at the front of the premises

Quality Cleaners Market Hill Buckingham Buckinghamshire MK18 1JX

Closed: Information given

Case Officer: Pauline Hawkins

AYLESBURY VALE DISTRICT COUNCIL

Customer Fulfilment

Please ask for: Jeff Membery
Direct Line: 01296 585618
Switchboard: 01296 585858
Text Relay: prefix telephone number with 18001
Email: jmembery@aylesburyvaledc.gov.uk
Our Ref: C04/JM/C-Access
Your Ref:

Appendix D



25 September 2017

Buckingham Town Council
The Buckingham Centre
Verney Close
Buckingham
Buckinghamshire
MK18 1JP

Dear Sirs

Replacement for Consultee Access

Recent advances in new technology mean that we now have the opportunity to work with a new IT provider to design a replacement for the current "Consultee Access" system that better meets the current needs of our consultees and stakeholders such as parish and town councils.

Development is intended to start in November and we are looking to invite representatives of consultees and stakeholders to be involved in helping identify what the new system needs to deliver and to undertake some of the testing of the new system.

At a recent, very productive, meeting between representatives of Buckingham Town Council and myself, it became apparent that your officers and members have a very good insight into how the new system would need to operate in order to ensure that Parish and Town Councils can fully play their role in the planning process.

I am therefore writing to ask if the Town Council would be prepared to agree in principle for Katherine McElligott, your Planning Clerk, to work with AVDC and representatives of other stakeholder groups in specifying and testing the replacement for Consultee Access.

I understand how busy the officers of the Town Council are, and we would therefore look to focus Katherine's involvement into 1 half day meeting to help specify the requirements of the system and 2 or 3 half day workshops to test the new system and different stages of it's development.

At this stage we do not have specific dates in the diary, but if the Town Council were to give it's agreement in principle to Katherine being part of the group I would, discuss details with Katherine and the Town Clerk closer to the time to ensure that the timing of the meeting and workshops were mutually convenient.

I am grateful for your consideration of my request and hope that you can grant it as I believe Katherine's insight can help ensure that we produce a new system that meets the needs of both the District Council and the needs of towns and parishes.

Yours sincerely

Jeff Membery

Jeff Membery
Assistant Director – Customer Fulfilment

Katharine McElligott

From: Chris Wayman
Sent: 22 September 2017 09:44
To: Katharine McElligott; Lee Phillips; Eloise Medland; Amanda Brubaker; Claire Childs; Nina Stockill; Jodie Baughan; Sam Hoareau; Andy Mahi (Andrew.mahi@btopenworld.com); Christine Strain-Clark (chris.strain.clark@gmail.com); Cllr.try@tryus.org; Derrick Isham (disham710@gmail.com); Geraldine Collins (geraldinecollins@btinternet.com); Howard Mordue (howard@launtonpress.co.uk); jennymbates@aol.com; Jon Harvey (JonHarvey2014@gmail.com); Lisa O'Donoghue (Cllr.ODonoghue@gmail.com); Margaret Gateley; Mark Cole (markcolecoms@btconnect.com); Mns47@tiscali.co.uk; Paddy Collins (PatrickNECollins@btinternet.com); Paul Hirons; Robin Stuchbury; Ruth Newell (ruth.newell@tiscali.co.uk); Terry Bloomfield (terrybloomfield@tiscali.co.uk)
Subject: FW: Parish Liaison Officers

For information

From: Parish Support [mailto:parishsupport@aylesburyvaledc.gov.uk]
Sent: 21 September 2017 17:27
To: Parish Support; Saunders, Craig; Planning_Enforcement
Cc: Allmand, Henry; Caputa, Victoria; Membery, Jeff; Cllr Neil Blake
Subject: Parish Liaison Officers

Dear Parish or Town Council,

As you will be aware, there have been recent discussions in regards to implementing a single point of contact for parish and town council customer enquires. We are pleased to announce that we have a parish support team that are now in post and can be contacted via parishsupport@aylesburyvaledc.gov.uk. A range of enquiries from parish councils can now be sent to this address and will be picked up by a dedicated parish liaison officer. Through this newly created team, we will provide a response to any enquires that parish clerks or parish councillors have about our customer services like Planning and Waste & recycling.

The parish support function sits within the wider Customer Fulfilment team and the team benefits from having experience across a number of services such as Planning, Waste & Recycling, Revenues & Benefits and Building Control. We are very much looking forward to successfully implementing this new service and supporting the parishes.

Planning Enforcement: As part of the drive to improve communications with parish councils, we also have a dedicated officer working on planning enforcement liaison with parishes. All planning enforcement issues and enquiries should be directed to planningenforcement@aylesburyvaledc.gov.uk or you can report a breach of planning consent via our online reporting form at <https://www.aylesburyvaledc.gov.uk/report-possible-breach-planning-control>

Democratic & Electoral Services: Parish councils will continue to have contact with our Democratic & Electoral Services teams in the same way as they previously have. The parish liaison team are an additional team in place to support parishes with accessing our customer services, such as planning, building control, housing and licensing. All enquiries regarding democratic decision-making should be sent to admin@aylesburyvaledc.gov.uk and queries about electoral matters/arrangements should

be sent to ereg@aylesburyvaledc.gov.uk. If in doubt about where any enquiries should be directed, please do not hesitate to ask.

Website: We are also aware that the parish council section that sits within the AVDC website needs updating and would appreciate any requests for changes to the website which will benefit the parishes so these can be actioned.

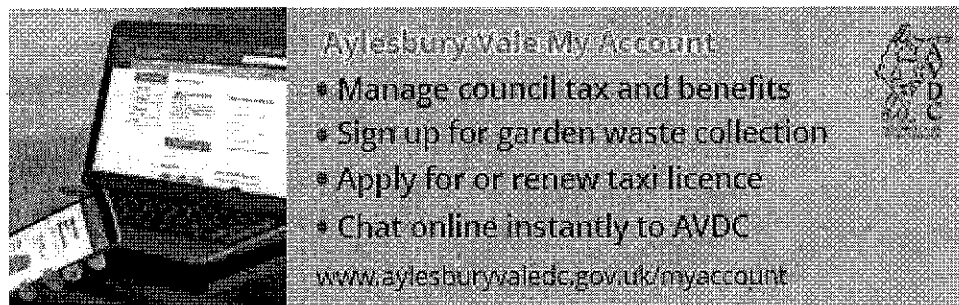
Through the new email address, online form and website updates we are aiming to create awareness, consistency and a time-managed approach to enquires.

The liaison officers are looking forward to working closely with you in the future - please do not hesitate to contact us directly to discuss any queries you currently have.

Kind regards

Parish Liaison Officer's
Aylesbury Vale District Council

Email – parishsupport@aylesburyvaledc.gov.uk

A banner for 'Aylesbury Vale My Account' featuring a laptop on the left and a list of services on the right. The services listed are: Manage council tax and benefits, Sign up for garden waste collection, Apply for or renew taxi licence, and Chat online instantly to AVDC. The website address www.aylesburyvaledc.gov.uk/myaccount is at the bottom. The AVDC logo is on the right.

Aylesbury Vale My Account

- Manage council tax and benefits
- Sign up for garden waste collection
- Apply for or renew taxi licence
- Chat online instantly to AVDC

www.aylesburyvaledc.gov.uk/myaccount



Further note

Mr. Hazrat Hussain, the Parish Liaison Officer I have been dealing with direct, has indicated that he and his colleagues would be available to attend our meeting on 27th November 2017.

I recommend a formal invitation so that – as invited guests – they can take part in the meeting and answer Members' questions.

Katharine McElligott

Planning Clerk

Katharine McElligott

From: Katharine McElligott
Sent: 03 October 2017 11:01
To: Katharine McElligott
Subject: FW: Subsidence and Protected trees
Attachments: 1 Edge Hill Subsidence.JPG; Arb Report - 7 Pitchford Avenue - 02-12-2016.pdf

From: Trees [<mailto:trees@aylesburyvaledc.gov.uk>]

Sent: 28 September 2017 12:38

To: Eloise Medland

Cc: Bird, Gareth; Remmington, James

Subject: Subsidence and Protected trees

To whom it may concern,

I am currently dealing with two subsidence claims in Buckingham that may unfortunately result in the felling or the reduction of protected trees should sufficient evidence be presented, both are in the Page Hill area.

1. 7 Pitchford Avenue – Large Oak tree: Cracking to hallway and rear bedroom, I am awaiting Level Monitoring results in November and a site visit with the claimant around this time. (See attached Tree report).
2. 1 Edge Hill ^{Court} – Various Trees: Subsidence of the residents conservatory, it has 300mm footings and although very inadequate for the location our roots are trespassing, the claimants representative has recommended felling several trees on Maids Moreton Avenue (see attached). I am awaiting a response from our insurers.

If you require further information then please respond to this email.

Kind regards,

Jim MacNewman

Parks Tree Officer
 Environment Team
 Aylesbury Vale District Council
 The Gateway, Gatehouse Road
 Aylesbury. HP19 8FF

Email: jmacnewman@aylesburyvaledc.gov.uk

Tree page: www.aylesburyvaledc.gov.uk/trees



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The views expressed within this message are those of the individual sender and not necessarily those of Aylesbury Vale District Council.

The anti-virus software used by Aylesbury Vale District Council is updated regularly in an effort to minimise the possibility of viruses infecting our systems. This footnote confirms that this email message has been swept for the presence of computer viruses.

Arboricultural Consultancy for Esure

Note: This report is intended for use between the client, Environmental Services and any parties detailed within the report. It is based on the understanding at the time of visiting the property that Engineers are satisfied that damage is attributable to clay shrinkage subsidence exacerbated by vegetation.

1. Case Details

Insured	Mr Paul Coombes	Address	7 Pitchford Avenue, Buckingham, MK18 1GG		
Client	Subsidence Management Services	Contact	Cherie Wright	Claim No.	IFS-ESU-SUB-18-0063434
ES Ref	SA-16012	Consultant	Brian Higginson	Contact No.	0330 980 1036
Report Date	02/12/2016				

Scope of Report: To survey the property and determine significant vegetation contributing to subsidence damage, make recommendation for remedial action and assess initial mitigation and recovery prospects. The survey does not make an assessment for decay or hazard evaluation.

2. Property and Damage Description

The insured structure is a 2 storey detached house. It has been extended with a conservatory addition to the rear. The property occupies a level site with no adverse topographical features.

Damage relates to the rear elevation of the insured dwelling. Please refer to the engineers report for a full description of the claim history and damage.

3. Technical Reports

In preparing our report we have had the benefit of the following technical investigations: Foundation Detail, Borehole Log, Engineers Report

4. Action Plan

Mitigation	
Insured involved?	Yes
Local Authority involved?	Yes
Other third party Mitigation involved?	Yes
Recovery	
Is there a potential recovery action?	Yes

Treetworks	
Local Authority	Aylesbury Vale District Council
TPO / Conservation Area / Planning Protection Searches	None
Additional Comments	
Awaiting Further Instructions.	
A potential recovery action has been identified.	
Engineers should consider focusing investigations to strengthen factual evidence for disclosure to third party tree owners.	

5. Technical Synopsis

This report is based upon our understanding at the time of visiting the property that Subsidence Management Services's engineers are satisfied that damage is due to clay shrinkage subsidence exacerbated by vegetation.

We have been instructed to advise on the causal vegetation and to deliver management proposals which will provide on-going and long term stability, thereby allowing repairs to be undertaken.

Site Investigations indicate that the foundations to the property extend to a depth of 1500mm below ground level in TP/BH1 and TP/BH2.

Foundations bear onto subsoil described within the borehole log as containing clay, thereby indicating the potential for the observed damage to be the result of clay shrinkage subsidence exacerbated by the influence of vegetation.

NHBC 4.2 (2010) classifies these soils as being of medium plasticity i.e. capable of moderate volumetric change potential in response to moisture content.

Desiccation of the underlying clay strata is demonstrated by an abnormal soil moisture content profile (BRE 412).

Arboricultural Consultancy for Esure

Atterberg testing for soils recovered in TP/BH1 showed the soil moisture content to be below plastic limit at 1500mm, 2500mm and 3500mm below ground level.

Moisture content comparison with plastic limit is a reliable indicator of desiccation, whilst moisture depletion at the depths identified are beyond that to which ambient soil drying can be influential and thereby indicate a vegetative influence in the movement / damage.

A survey of the drainage system at the property has been undertaken and some minor defects noted; however, Engineers have confirmed that they do not consider damaged or leaking drains to be a material cause of the current subsidence damage and soils analysis confirms this position.

Atterberg tests demonstrate that the load bearing capacity of the soil has not been compromised by excessive water content due to leaking drains and is therefore capable of bearing the imposed load.

As such, the evidence available does not support the possibility that damage is a result of damaged or leaking drains.

Site Investigations revealed the presence of roots in Trial Pit / Borehole 1 to a depth of 2500mm; this depth is in excess of foundations which extend to a depth of 1500mm.

Samples of these roots were recovered from underside of foundations and throughout the borehole, these roots were identified (using anatomical analysis) as having emanated from the genus *Quercus* spp. spp. (Oak).

Our survey of the site identified T3 (Oak), given its position relative to the damage it is our opinion that the roots identified emanate from this tree.

Sample trial pits are generally small in size and the recovery of roots from such a small excavation leads us to conclude that these will not be isolated examples; there is significant potential for further root proliferation below the insured structure.

In assessing the extent of damage and the potential drying influence of the vegetation on site, T3 (Oak) is judged to be the dominant feature and accordingly we have identified it as the principal cause of the subsidence.

Considering engineers conclusions, results of site investigations and our observations on site, vegetation management is considered appropriate with a view to restoring stability.

Please refer to Section 6 for management prescriptions.

In order to mitigate the current damage and allow soils beneath the property to recover to a position such that an effective engineering repair solution can be implemented we recommend a program of management as listed by this report.

Vegetation management in the form of removal and appropriate stump treatment will help to promote the restoration of long-term stability to the insured property; pruning should not be considered as representing an effective or reliable long-term alternative solution given the size and proximity of the vegetation.

Pruning is generally ineffective and in the context of the current claim we consider the above vegetation is simply too large and/or close for pruning to be effective.

Removal of T3 (Oak) will offer the most certain and reliable arboricultural solution likely to restore long-term stability.

The extent of vegetation management required to restore and maintain long-term stability at this property is high and its impact acknowledged.

However, we consider the impact on the wider public amenity from the proposed tree works is mitigated by the presence of further trees and the scope for replacement planting.

Whilst replacement planting is considered appropriate, due consideration must be given to the ultimate size of the replacement and future management requirements.

Arboricultural Consultancy for Esure

Species selection should be appropriate for the chosen site and ultimate tree height should not exceed 75% of the available distance to built structures.

We recommend the efficacy of the management recommendations be qualified by means of further monitoring to confirm stability.

Is vegetation likely to be a contributory factor in the current damage?	Yes
Is vegetation management likely to contribute to the future stability of the property?	Yes
Is replacement planting considered appropriate?	Yes
Would DNA profiling be of assistance in this case?	No

6.0 Recommendations

6.1 Current Claim Requirements

These recommendations may be subject to review following additional site investigations.

Tree No.	Species	Age Cat.	Approx. Height (m)	Distance to Building (m)*	Ownership	Action	Requirement
T3	Oak	3	25	16.0	B - Local Authority	Remove	Remove close to ground level; do not treat stump due to translocation risk. Where such a risk exists, we advise that any emergent regrowth is removed annually.

Age Cat: 1 = Younger than property; 2 = Similar age to the property; 3 = Significantly older than property

* Estimated

6.2 Future Risk Recommendations

These recommendations may be subject to review following additional site investigations.

Tree No.	Species	Age Cat.	Approx. Height (m)	Distance to Building (m)*	Ownership	Action	Requirement
H1	Mixed species hedge	1	8.0	11.0	B - Local Authority	Action to avoid future risk	Do not allow to exceed current dimensions by way of regular pruning.
T1	Birch (Silver)	1	10	12.0	A - Third Party 5 Pitchford Avenue Buckingham MK18 1GG	Action to avoid future risk	Do not allow to exceed current dimensions by way of regular pruning.
T2	Cherry	1	2.5	7.9	C - Insured	Action to avoid future risk	Do not allow to exceed 5.5m; max height / spread by way of regular pruning.

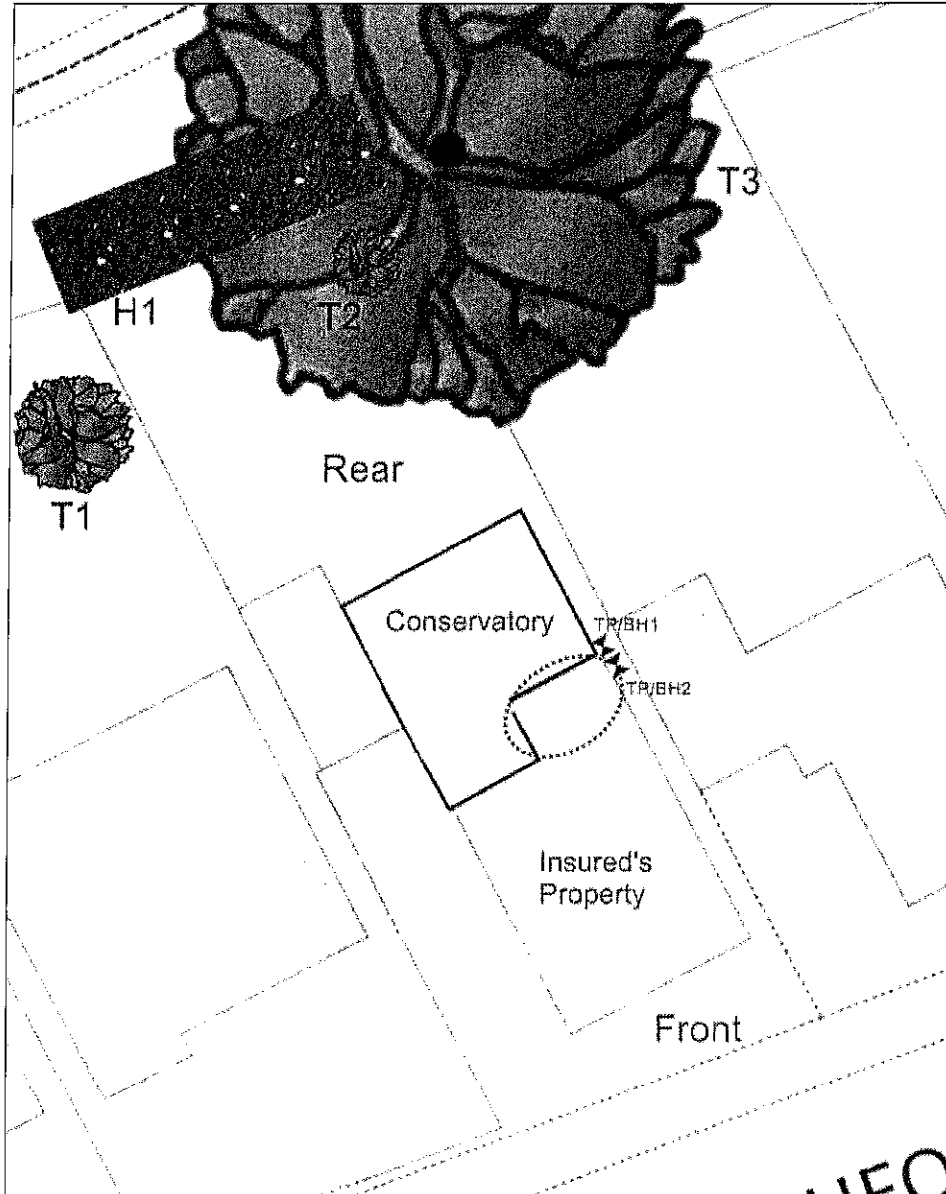
Age Cat: 1 = Younger than property; 2 = Similar age to the property; 3 = Significantly older than property

* Estimated

Third party property addresses should be treated as indicative only, should precise detail be required then Environmental Services can undertake Land Registry Searches

Arboricultural Consultancy for Esure

7. Site Plan

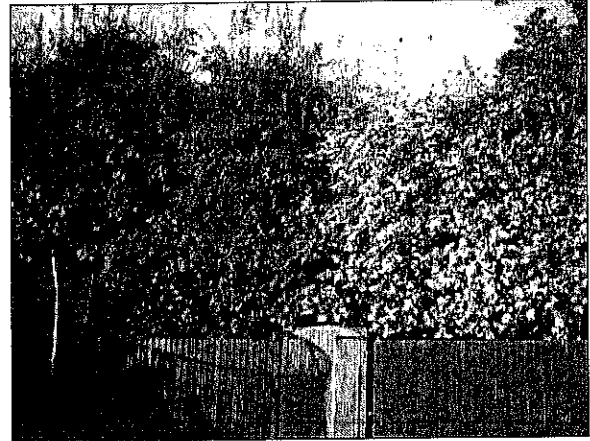


Please note that this plan is not to scale. OS Licence No. 100043218

8. Photographs

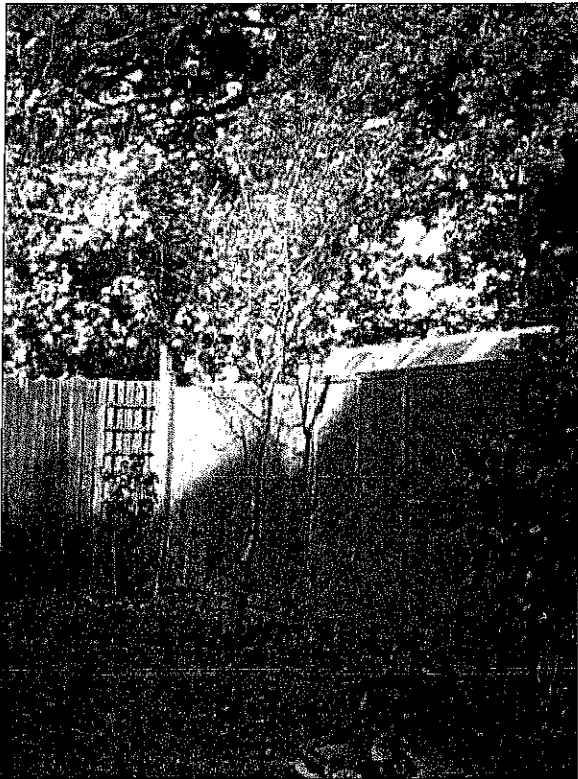


T1 - Birch (Silver)



H1 - Mixed species hedge

Arboricultural Consultancy for Esure



T2 - Cherry



T3 - Oak

Arboricultural Consultancy for Esure

Date: 02/12/2016

Property: 7 Pitchford Avenue, Buckingham, MK18 1GG

9. Tree Works Reserve - Does not include recommendations for future risk.

Insured Property Tree Works	£0.00
Third Party Tree Works	£0.00
Provisional Sum	£0.00

- The above prices are based on works being performed as separate operations.
- The above is a reserve estimate only.
- Ownerships are assumed to be correct and as per Section 6.
- A fixed charge is made for Tree Preservation Order/Conservation Area searches unless charged by the Local Authority in which case it is cost plus 25%.
- Should tree works be prevented due to statutory protection then we will automatically proceed to seek consent for the works and Appeal to the Secretary of State if appropriate.
- All prices will be subject to V.A.T., which will be charged at the rate applying when the invoice is raised.
- Trees are removed as near as possible to ground level, stump and associated roots are not removed or included in the price.
- Where chemical application is made to stumps it cannot always be guaranteed that this will prevent future regrowth. Should this occur we would be pleased to provide advice to the insured on the best course of action available to them at that time. Where there is a risk to other trees of the same species due to root fusion, chemical control may not be appropriate.

10. Limitations

This report is an appraisal of vegetation influence on the property and is made on the understanding that that engineers suspect or have confirmed that vegetation is contributing to clay shrinkage subsidence, which is impacting upon the building. Recommendations for remedial tree works and future management are made to meet the primary objective of assisting in the restoration of stability to the property. In achieving this, it should be appreciated that recommendations may in some cases be contrary to best Arboricultural practice for tree pruning/management and is a necessary compromise between competing objectives.

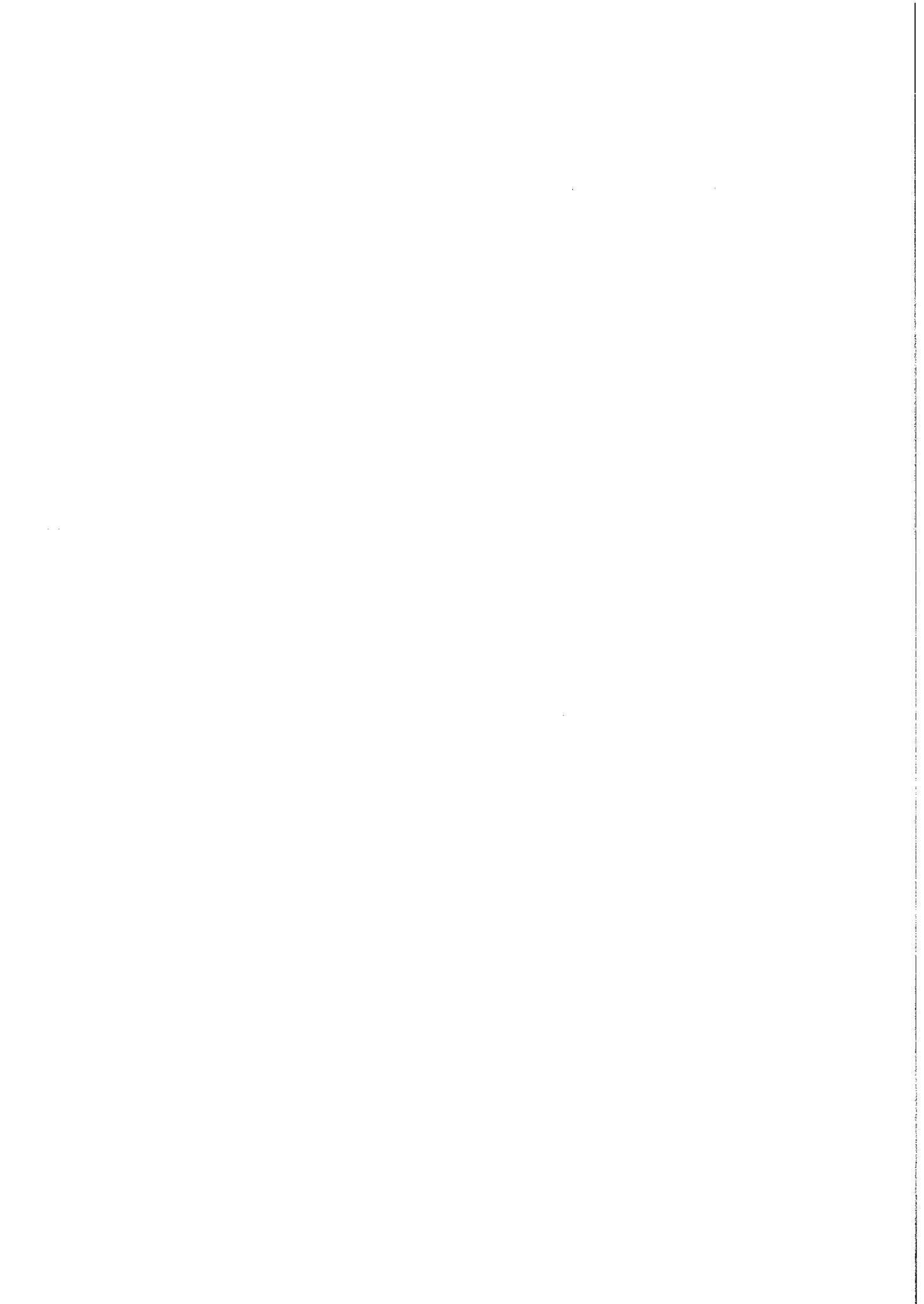
Following tree surgery we recommended that the building be monitored to establish the effectiveness of the works in restoring stability.

The influence of trees on soils and building is dynamic and vegetation in close proximity to vulnerable structure should be inspected annually.

The statutory tree protection status as notified by the Local Authority was correct at the time of reporting. It should be noted however that this may be subject to change and we therefore advise that further checks with the Local Authority MUST be carried out prior to implementation of any tree works. Failure to do so can result in fines in excess of £20,000.

Our flagging of a possible recovery action is based on a broad approach that assume all third parties with vegetation contributing to the current claim have the potential for a recovery action (including domestic third parties). This way opportunities do not "fall through the net"; it is understood that domestic third parties with no prior knowledge may be difficult to recover against but that decision will be fully determined by the client.

A legal Duty of Care requires that all works specified in this report should be performed by qualified, arboricultural contractors who have been competency tested to determine their suitability for such works in line with Health & Safety Executive Guidelines. Additionally all works should be carried out according to British Standard 3998:2010 "Tree Work. Recommendations".



Tree No.	Species	Age Cat	Approx. Height (m)	Distance to Building (m) *	Ownership	Action	Requirement
T1	Oak	3	21	10.1	B - Local Authority	Remove	Remove close to ground level; do not treat stump due to translocation risk. Where such a risk exists, we advise that any emergent regrowth is removed annually.
T3	Lime	3	19	10.5	B - Local Authority	Remove	Remove close to ground level; do not treat stump due to translocation risk. Where such a risk exists, we advise that any emergent regrowth is removed annually.

Age Cat: 1 = Younger than property; 2 = Similar age to the property; 3 = Significantly older than property

* Estimated

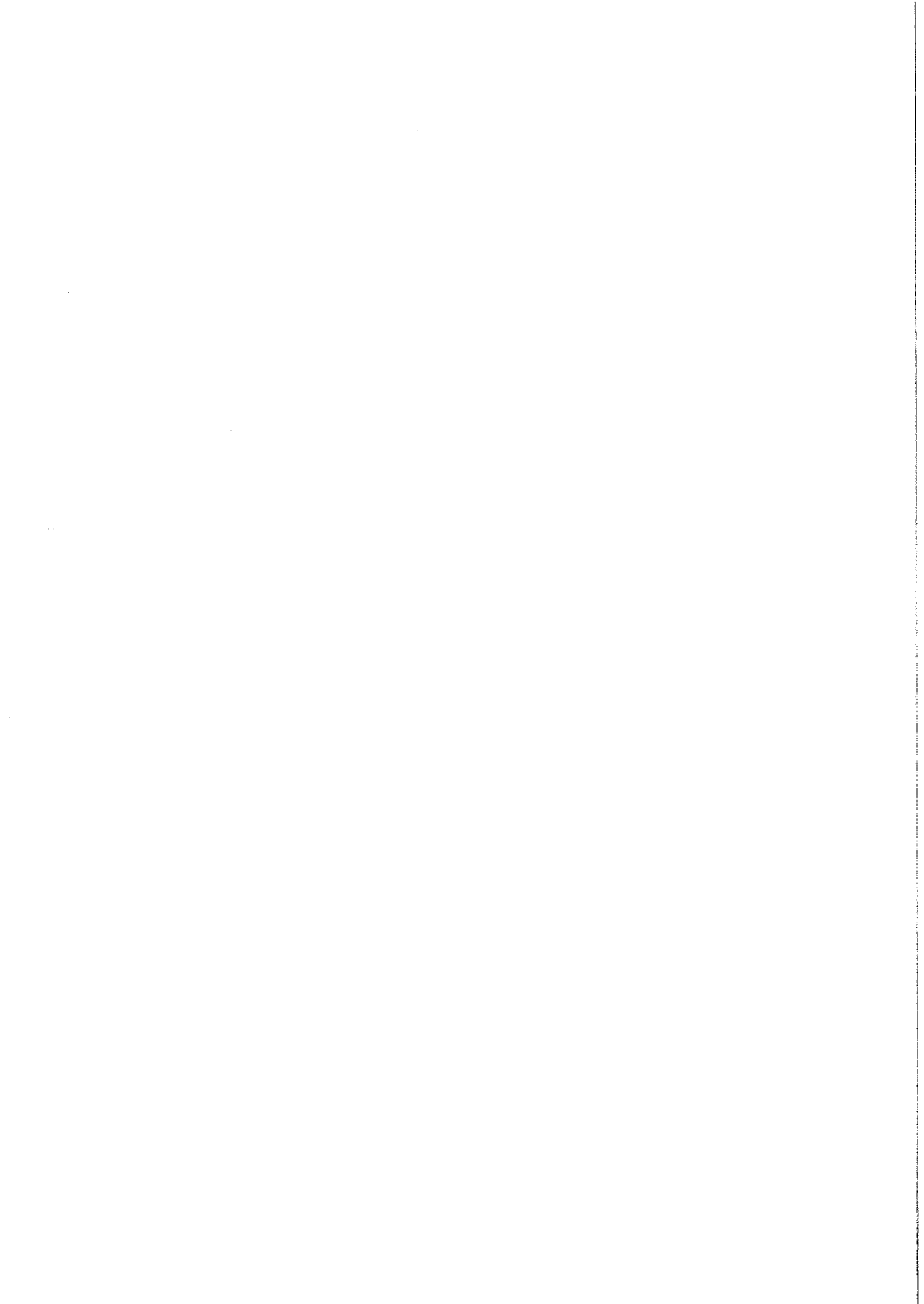
6.2 Future Risk Recommendations

These recommendations may be subject to review following additional site investigations.

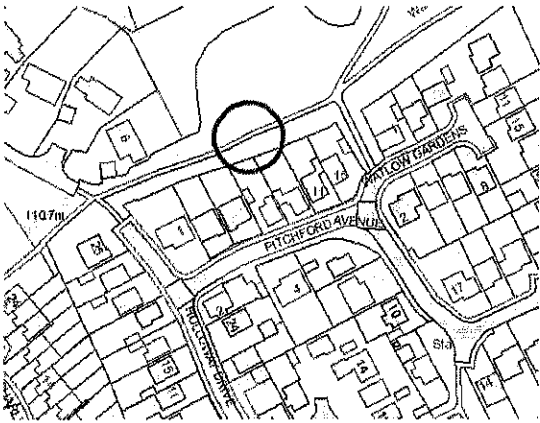
Tree No.	Species	Age Cat	Approx. Height (m)	Distance to Building (m) *	Ownership	Action	Requirement
H1	Cypress	1	2.3	3.4	E - Boundary Veg (ownership to be confirmed)	Action to avoid future risk	Do not allow to exceed current dimensions by way of regular pruning.
H2	Cypress	1	2.3	2.4	E - Boundary Veg (ownership to be confirmed)	Action to avoid future risk	Do not allow to exceed current dimensions by way of regular pruning. With Ivy.
T2	Lime	3	14	10.6	B - Local Authority	Action to avoid future risk	Crown reduce by 3m - 4m all around and maintain at reduced dimensions by way of regular re-pruning (3-year max).
T4	Plum	2	3	4.1	C - Insured	Action to avoid future risk	Do not allow to exceed current dimensions by way of regular pruning.
W1	Mixed Species Group: Oak, Hawthorn, Lime, Elm and Pine.	3	18	15	B - Local Authority	Action to avoid future risk	See section 5.

Age Cat: 1 = Younger than property; 2 = Similar age to the property; 3 = Significantly older than property

* Estimated



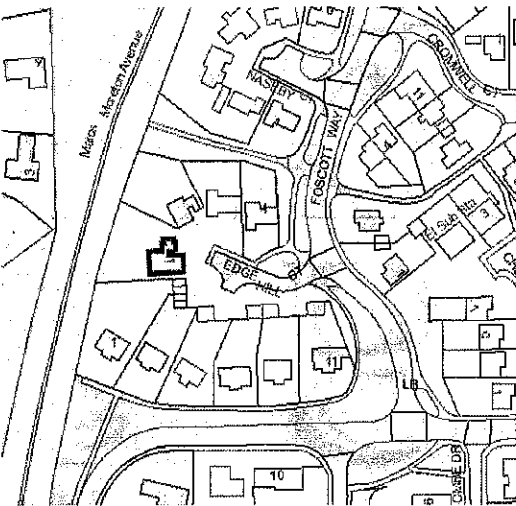
Planning History – 7 Pitchford Avenue (MK18 1GH)



1	04/00746/APP	Rear conservatory	Approved
2	17/00703/ATP	T395 Oak - Dead wood and lift to 5m over gardens. Tree is on an open space, 7 Pitchford Avenue is for reference only as it is directly behind the property.	Withdrawn/Not Proceeded With

This tree is part of the general TPO for Holloway Spinney, the Holloway and adjacent land

Planning History – 1 Edge Hill Court (MK18 1TR)



1	81/00832/AV	KITCHEN / DINING ROOM EXTENSION	Approved
2	87/00270/APP	ERECTION OF FIRST FLOOR EXTENSION	Approved
3	88/00819/APP	DEMOLITION EXISTING GARAGE ERECTION DOUBLE GARAGE WITH PLAYROOM ABOVE	Approved
4	94/00511/APP	CONSERVATORY	Approved
5	97/01464/ATP	PRUNING OF OAK TREE IN MAIDS MORETON AVENUE	Consent Granted
6	04/01060/ATP	Reduction in height of one oak	Withdrawn/Not Proceeded With