



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr. P. Hodson

Wednesday, 17 June 2020

Councillor,

You are summoned to a meeting of the Planning Committee of Buckingham Town Council to be held on **Monday 22nd June 2020 following the Interim Council meeting** online via Zoom, Meeting ID 871 2899 7691.

Residents are very welcome to ask questions or speak to Councillors at the start of the meeting in the usual way. Please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for the password to take part.

The meeting can be watched live on the Town Council's YouTube channel here:
<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSIfcZC9Q/>

Mr. P. Hodson
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 Meetings held on [Monday 18th May 2020](#) and [Monday 1st June 2020](#) to be put before the Full Council meeting to be held on Monday 13th July 2020.

Copies previously circulated

Buckingham



Twinned with Mouvaux, France



Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't.

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.

- 4. Buckingham Neighbourhood Plan/Vale of Aylesbury Plan/MK Strategy 2050**
4.1 To receive a copy of Buckinghamshire Council's comments on the MK Strategy 2050 document [Circulated by email 5/6/20](#).
4.2 To receive and discuss a report on the above from the Town Plan Officer **Appendix A**
4.3 To receive for information notes on Neighbourhood Planning from MHCLG **Appendix B**
- 3. Action Reports**
To receive action reports as per the attached list. **Appendix C**
- 4. Planning Applications**
For Member's information the next scheduled Buckinghamshire Council – North Buckinghamshire Planning Area Committee meetings are on Wednesday 8th July and Wednesday 5th August at 6.30pm. Strategic Sites Committee meetings are the following day at 2pm.
Further details of applications supplied by the Clerk **Appendix D**

To consider a response to planning applications received from Buckinghamshire Council

1. [20/01685/APP](#) 59 Moreton Road, MK18 1JZ
Single storey side extension
Price
2. [20/01714/APP](#) 7 Robin Close, MK18 7HD
Single storey front and side extension
Spooner
3. [20/01716/APP](#) 32 Bradfield Avenue, MK18 1PR
Variation of Condition 2 related to application 19/03161/APP – change all window and door frame colours from white to grey anthracite and render all the external walls in white render, the existing building and the new extension
Mills
4. [20/01719/APP](#) 25 Moreton Road, MK18 1JZ
Change of use from B1 to B1 and D1 (clinic) insertion of windows to treatment rooms on south elevation and render panel repair to brickwork
Terkelsen

A Listed Building application is expected for the following application, and may be considered together with this one if notification arrives before the meeting, as the documents should be identical.

5. [20/01830/APP](#) 50 - 51 Nelson Street, MK18 1BT
Change of use of left hand side building into HMO. The right hand side building to be retained as dental practice
Dewgun
6. [20/01878/APP](#) Wisteria Cottage, 126 Moreton Road, MK18 1PW
Erection of outbuilding
Smith

7. [20/01892/APP](#) 11 Threads Lane, MK18 1RW
Single storey side extension
Fletcher
8. [20/01910/APP](#) 2 Chandos Close, MK18 1AW
Demolition of conservatory/utility room and rebuild extension
Morgan & Stapleton

Amended Plans

9. [18/04626/APP](#) Garage site 456999g Overn Crescent
Erection of 4N^o dwellings and associated parking
VAHT
10. [19/03849/APP](#) Esso Petrol Station, Buckingham Ring Road, MK18 1RY
Single storey side and rear extension (part retrospective)
Ternent (EG Group)
11. [20/01240/APP](#) 5 The Villas, MK18 1NY
Single storey side extension
Davis
12. [20/01359/APP](#) 23 Hilltop Avenue, MK18 1YQ
Enlargement of approved external raised decking area, new rear patio and the insertion of a Juliet balcony in north (side) elevation
Ludlow & Wade

The following Minor Amendments /Additional Information has been received, for information only:

Not for consultation

13. 20/01630/ATP The Swan Pool and Leisure Centre, MK18 1AE [*drawing shows London Road verge to rear of 24 Poplars Road*]
Low overhanging branches are causing obstruction to pedestrians/ cyclists.
Works proposed are to raise are to raise low branches over footway up to 3m remove obstruction.
Foot [TfB]

Members are advised that this application has been approved (10/6/20)

14. 20/01652/ATC Willow Cottage, School Lane, MK18 1HA
T1 Willow; Height 14m – 10m DBH 600mm work required: Pollard to approx. 8m from ground level. Reason: Limb failure on North side of crown @12m
Garvin-Elliot

7. Planning Decisions

To receive for information details of planning decisions made by Buckinghamshire Council.

Approved			BTC response	Officer recommⁿ.
19/02473/APP	8 Bridge Street	Ch/use shop → beauty salon	No objections	
20/00930/APP	12 Catchpin Street	Loft conversion with velux windows	No objections	
20/01485/ATN	Gawcott Road	Erection of new base station	No objections	
20/01486/APP	19 Hilltop Avenue	Single storey front extension	No objections	

Refused

Withdrawn

Not Consulted on:

Approved

20/01630/ATP London Road Prune branches overhanging path No objections

8. Buckinghamshire Council Members

8.1 To receive new Buckinghamshire Council documents and other information from Council Members present

8.2 To discuss applications to be called-in, as decided above, and whether a Buckinghamshire Councillor wishes to volunteer for this

9. Buckinghamshire Council Committee meetings

9.1 N. Bucks Area Planning Committee (10th June 2020) *No Buckingham applications*

9.2 Strategic Sites Committee (11th June 2020) *No Buckingham applications*

14. (75.2/20) Buckinghamshire Council – Strategic Sites Committee

To explore the remit of the Strategic Sites Committee at Cllr. Stuchbury's request.

Appendix E

15. Enforcement

10.1 To report any new breaches

11. Matters to report

Members to report any damaged, superfluous and redundant signage in the town, access issues or any other urgent matter.

12. Chairman's items for information

13. Date of the next meeting: Monday 20th July 2020 at 7pm.

To Planning Committee:

Cllr. M. Cole (Vice Chairman)

Cllr. G. Collins (Town Mayor)

Cllr. J. Harvey

Cllr. P. Hirons

Cllr. A. Mahi

Cllr. Mrs. L. O'Donoghue (Chairman)

Cllr. A. Ralph

Cllr. R. Stuchbury

Cllr. M. Try

Mrs. C. Cumming (co-opted member)

**Buckinghamshire Council's Response to The MK Strategy Document for 2050
– A Briefing Note**

Sheena McMurtrie, Town Plan Officer, Prepared for Planning Committee Meeting
22nd June, 2020.

Key Points:

Draft for Engagement – this is not a planning document.

MK Strategy is ahead of VALP in that it is looking much further ahead to 2050.

Duty of Co-operation – this will be required at the plan-making stage by NPPF. Not clear why AVDC withdrew from the David Lock Associates Study in September 2019. It is to be hoped that both authorities will seek to strengthen such co-operation going forward.

VALP and Main Modifications to VALP place significant amounts of housing on NE border with MKC. Arguably MK Strategy is developing from that position.

It is clear that there is much need for enhanced co-operation between both Councils.

Recommended action – That Buckingham Town Council seek to lobby at every opportunity for a clear proactive lead from Buckinghamshire Council as to the vision of Buckinghamshire 2050 and to work in close co-operation with neighbouring councils to achieve a positive outcome for this section of the Knowledge Arc/Corridor.

The comments follow the text of the letter and Appendix 1 paragraph titles.

Text of the Letter

- (1) Engagement – it should be remembered that is a document to engage and not a draft plan and that is looking beyond 2030. This is acknowledged in the Appendix to Cllr. Martin Tett's letter.
- (2) Covid-19 Comment – objectively this seems unfair. The document was prepared and also published before very few people could have predicted the current situation. Obviously, there may be changes in light of this experience, but again the document is looking very long-term.
- (3) Buckinghamshire Council has inherited the planning relationships forged by AVDC. It may be worth considering that the VALP had to be withdrawn partly due to lack of consultation/co-operation. It was also noted that consultation for VALP did not significantly include neighbouring councils in the North of the district. Appendix 2 to this document notes the response in October 2015 to the original VALP consultation submission. It is to be hoped that Buckinghamshire Council will build a more co-operative relationship with MK Council.
- (4) The main concern seems to be the indicative growth suggested in Buckinghamshire Council's area. It was slightly blown up at the time in the media, where it was not clearly identified as indicative growth as opposed to a site allocation. This is further discussed below.

Comments on the Appendix to Cllr Tett's letter.

Strategy Development

This seeks to make clear that Buckinghamshire Council's predecessor, AVDC withdrew from one of the evidential studies used to prepare this draft for engagement. It is noteworthy that the reasons are not mentioned in the Appendix – only that from November 2018, AVDC has not been involved and that MKC were advised formally of this in September, 2019.

It is not clear if this is merely to set out the factual position and to make it clear that AVDC and now BC had nothing to do with this study.

What is not clear is whether it is being suggested that MKC should not use this evidential study solely on the basis that AVDC withdrew from active participation. From a future perspective in plan-making, that may not be a precedent that BC would wish set.

Cross border engagement

From a positive perspective, it is welcome news that BC is committed to “**truly collaborative**” working. It is also noted that BC “**will be undertaking discussions with neighbouring authorities as part of its own preparation of the new Local Plan as part of the duty to cooperate**”.

Councillors will no doubt welcome the statement of intention by BC not to repeat the problems that beset AVDC. Councillors will not need reminding that the VALP was withdrawn partly due to inadequate evidence of the duty of co-operation; the MK Council response to VALP as statutory consultee in October 2015 is set out in Appendix 2 to this document – the last bullet point draws attention to lack of meetings at political level. It was not clear how much consultation as to unmet housing need had taken place to the north of the district in preparation of VALP but the first bullet point disputes the basis of the calculation [a point taken up by the Inspector in his interim finding on VALP and which was used as part of the basis of the justification by AVDC of its main modification inclusion of the 1,000 +home development at Shenley Park].

Strategy Content

Again from a positive perspective, it is also welcome news that “***Buckinghamshire Council will be taking a pro-active approach to planning for its own growth through its development of its own Local Plan for Buckinghamshire and long term strategy; work on which will commence in partnership with local communities.***” [emphasis added]. It should be noted that there is no timeline given here.

Part of the grievance appears to be that MKC is planning ahead. The justification is that it is working independently of the Central Growth Board in terms of the Knowledge Arc. Councillors may recall that Oxford and Cambridge were both mentioned in the National Infrastructure Commission’s report as having already gained government funding for projects associated with the Knowledge Corridor. These Councils have also been working ahead. It is not clear the basis of criticism of MKC is for seeking to articulate what its vision for MK in 2050 might be, given that the NIC identified the need for 1,000,000 home across the Arc by 2050.

In terms of the risk to “high-value” jobs in Buckinghamshire from the vision of the strategy, it may well serve as a spur to BC to progress its own vision of Buckinghamshire 2050 to engage with the development of the Knowledge Corridor. Buckingham is the main service provider and settlement to the north of the county. It will be very directly affected by the Knowledge Corridor as will Winslow with a station on the East-West Railway. It is in the interest of the north of the county in particular to ensure that Buckinghamshire is not left behind in developing a clear vision of the future contribution to the Knowledge Corridor. The concerns with Silverstone Park as the only employment hub in the north, and the poor infrastructure connecting it with the main settlement, Buckingham, have been repeatedly stated by Buckingham Town Council. The Town Council may wish to renew its efforts at expressing its

concerns, especially if BC is going to “work in partnership with local communities” in a “pro-active approach”.

Neighbouring authority planning policy frameworks

MK growth – This is difficult for BC. Obviously there was an outcry when the local media reported the MK Strategy as if it were a planning document. BC will, as a new authority, wish to be seen to be in control of its own growth planning.

That said, it is acknowledged that there are two significant sites of development allocated on the NE border of the county with Milton Keynes – that of Salden Chase and Shenley Park.

Councillors will be familiar with the history of how the Shenley Park allocation came to be in the Main Modifications of VALP. It is not clear how much prior consultation had been undertaken with MKC. It was justified at the time on the basis of the Interim Findings of the Planning Inspector, who indicated that he felt that the north of the district aligned more with MK housing area, and that there was a need to allocate more to the north of the district. It does not seem unreasonable for MK Strategy to consider this as well.

Nor does it seem unreasonable in strategic planning terms for consideration to be given to possible housing growth around a new passenger station that will connect directly to Bletchley [an area that is suggested as well for growth] – after all this is a draft for engagement. There is already a cycleway between Buckingham and Winslow in anticipation of this station. It seems likely that there will be pressure for housing development around a new transport connection; as well as a new Expressway. It will be for both Winslow Town Council in a NDP and BC in the proposed new Local Plan to plan for that. It seems all that MK was doing was identifying where there may be housing growth connected to improved transport links to MK & Bletchley.

It should be remembered that the NIC Report referred to a winning competition study, which identified Winslow as the centre of a new development.

As to the complaint about MKC refusing access arrangements to Salden Chase, it must be an annoyance to BC, but it should be remembered that in an early version of this development, it was stated that perhaps the development could be taken on by MKC in terms of education. It appeared that MKC had not been consulted on that idea, and it was removed. It may appear that MKC take the view that AVDC, and now, BC, hope that service requirements for these new developments will be borne by MKC in the main, without the benefit of additional council Tax receipts. It is a strong possibility that many of the future residents of these developments may well look to MK for services rather than Buckingham [as provider of services in the north of the county, and certainly it is unlikely that Aylesbury would be seen as the first destination for services. At least development in this area may mean some increase in trade for Buckingham, as opposed to more homes being located in the south].

Objectively, there is a clearly a great need for close co-operation between both Councils.

Appendix 1:

Previous Briefing Note: MK Strategy for 2050

Sheena McMurtrie, Town Plan Officer

(1) The document is not a planning document.

The first key point is that this is a discussion document; its subtitle is “a draft for engagement”. It makes it clear in the technical note on page 3 that this does not form part of even a statutory consultative process, only that it may inform a future Local Plan. There is absolutely no suggestion that MK Council are attempting to allocate housing sites outside of their area. Again the document makes clear that the approach has been without local authority boundaries. This is justified as the National Infrastructure Commission’s Report on the Knowledge Corridor envisaged a regional development approach. In many ways, this could be seen as an early response to this with ideas of what could be done. It appears to be a document which has much to recommend it, not least in its environmental approach.

(2) The discussion is focussed on looking beyond 2030 when many of the area’s local plans end.

(3) Unmet Need

Milton Keynes has 7 jobs for every new home built. It planned for 1.5 jobs. It is clear that MK has a housing need. The question is to what extent it can be met in its own area. It might be observed that this need was not fully identified in VALP preparations, but it would seem that currently it may be met internally.

It will be recalled that the VALP Inspector also drew attention to the need for housing allocation in the north of the Vale, recognising that MK was an employment centre. This, of course, has given rise to the Shenley End allocation; moving allocations from Buckingham & Winslow.

(4) Winslow

It is not surprising that Winslow is identified as a possible area of housing growth in the wider area. There will be a train line connecting Milton Keynes, Bletchley and Winslow. There will likely be a new Expressway running close to Winslow. This was something that the current and previous Town Clerks and the Town Plan Officer identified. This is of course, a matter for Winslow Town Council.

(5) Buckingham

Buckingham will have no new direct links with MK. What is envisaged is a mass rapid transit route from Buckingham to Winslow, presumably to connect with trainline. There is no suggestion that there will be an area of housing growth, linked to MK's growth, around Buckingham. This may well have implications for infrastructure for Buckingham, as of course development generates infrastructure. If the focus of housing allocation in a future Unitary Local Plan focusses on Winslow. Mention is made of the shortage of skilled workers in MK itself; Buckingham on the other hand has highly educated population. This could be mutually beneficial. The threat to Buckingham is that it will not be able to grow sufficiently to support new infrastructure and it will become a dormitory town for MK.

(6) There is much to be commended in the document. Its authors share many of the concerns of the Town Council, especially in relation to how development is managed; the need for genuinely affordable housing defined in lay terms; the environment & the frustration that the current planning regime may not allow all needs to be delivered, especially that "I before e" infrastructure before. In turn it reflects the concerns in the NIC's document. Many ideas could well be reflected in some of the early ideas for our NDP- maintaining and expanding green spaces; using green space to provide connectivity; revitalisation of central spaces.

"We are concerned that what has become the 'normal' development process today is not up to the standard enjoyed in the city's early years and is unable to meet all our requirements for high quality large-scale development. Under the current approach, even where a local authority provides a strong vision for future development in its area through its Local Plan it is still wholly dependent on developers for the task of delivery. This can result in haphazard development and failure to gain the investment required in the infrastructure and facilities needed by existing and new communities."
[p.49]

(7) Does the Council wish to make comments – the deadline is 17th April?

Appendix 2:

Summary of MK Council's Responses to VALP - October 2015 published as part of submission of VALP

https://www.aylesburyvaledc.gov.uk/sites/default/files/page_downloads/Summary%20of%20responses%20from%20neighbouring%20authorities.pdf [as of 13th June, 2020]

The HEDNA has not come to the correct conclusions because it does not refer to the impact of the MK HMA. It should explain the quantum of housing required to meet MK's housing need within Aylesbury Vale. The MK SHMA (2014) suggests that 237 homes per annum should be accommodated in AV to meet the wider MK housing market need

The updated unmet need from South Bucks should also be factored in

The economic figures should be realistic and deliverable. They should be fully substantiated and justified by up to date robust evidence

The impact of need for local services and facilities close to neighbouring authorities should be discussed and agreed with the relevant LPAs

The impact of the MK economy should be recognised, and the Bilfinger GVA report should be referenced and the implications for the AV economy acknowledged

Options: too many feature the extension of MK/Bletchley. The figure for this varies from 3,900 to 4,700 with no explanation as to why

The source of housing land is heavily dependent on the SHLAA and this produces an emphasis on sites to the north of the district

Re DtC: there has been a degree of co-operation at officer level, there have not been many recent meetings at the political level, and it is agreed that a schedule of such meetings is to be arranged.

NOTES ON NEIGHBOURHOOD PLANNING

MINISTRY OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT

June 2020

Edition 24



Created in www.canva.com/

What's inside:

- NP & Covid-19
- Affordable Housing for Sale support programme
- First Homes Consultation
- Meet the Champion
- Neighbourhood Plan Reviews

Highlights:

- Basic grant increases by £1,000
- Research Update
- Planning Guidance Update

NEIGHBOURHOOD PLANNING & COVID-19

Neighbourhood planning through Covid-19

We would like to take this opportunity to thank you for your continued dedication and commitment to neighbourhood planning. We know it will be frustrating for some communities who may not be able to progress plans as quickly as they would hope, but that for others there are opportunities to focus greater time and effort on plans, and maybe even opportunities to create stronger bonds within communities as people rally round to support each other.

As you may be aware from recent communications and guidance, no neighbourhood planning referendums can take place until 6 May 2021. These provisions will be kept under review. The regulations can be found here: <http://www.legislation.gov.uk/ukxi/2020/395/contents/made> and for current planning guidance please see: <https://www.gov.uk/guidance/neighbourhood-planning--2# covid-19> which advises that neighbourhood plans awaiting referendums can be given significant weight in decision-making. This guidance was also updated on 13th May to explain that regulatory requirements, including at Regulation 14 and 16 can still be met without face to face engagement events – albeit with extra focus required to engage groups without internet access. We hope that communities and local authorities will be reassured by this new guidance, and we will look to share best practice as it emerges. With that in mind we would be delighted to hear your examples of innovative approaches to engage communities in the absence of face to face meetings and events.

In recognition of the additional challenges at this time, we have increased the basic grant allowance for all groups by £1000 (from £9k to £10k). To apply for a grant or technical support please go to: <https://neighbourhoodplanning.org/about/>.



Basic grants have increased by **£1,000**

Locality's advice service continues to operate as normal and they have put together some very helpful advice on what can and cannot be done by groups during this period, and provided some useful ways to progress your neighbourhood plans during this time of lockdown, which can be found here: <https://neighbourhoodplanning.org/about/planning-through-covid-19/>.

Please stay safe, stay positive and keep updated on the latest government guidance and instructions on Covid-19 by visiting: <https://www.gov.uk/coronavirus>. Our thoughts are with all the people affected in your communities by this pandemic and we wish you and your loved ones good health in the days and weeks ahead. If you have any questions or concerns please feel free to contact us via <http://forms.communities.gov.uk/> or you can get in touch with Locality by visiting: <https://neighbourhoodplanning.org/advice/>.



This is the current guidance at the time of publication but may be subject to change. Readers are advised to regularly check the government website for updates <https://www.gov.uk/coronavirus>.

Affordable Housing for Sale Support Programme Pilot



Photo by: mastersenaiper via Pixabay <https://pixabay.com/photo-2323278/>

We are pleased to announce that the Affordable Housing for Sale Programme Pilot will continue up to April 2021. Since the launch of the programme in May 2019, 141 neighbourhood planning groups have benefited from funding packages ranging from £10,000 to £50,000. The funding has supported them in identifying suitable sites for affordable housing for sale and even to grant permission through a neighbourhood development order. Groups are encouraged to apply if they are seeking to allocate sites for affordable housing for sale or if they are at an early stage and considering bringing forward affordable housing for sale and are investigating the need by undertaking housing needs assessments and other relevant studies. Extra training and advice is also available for groups. More information on how to apply and eligibility is available at: <https://neighbourhoodplanning.org/>.

Video: Affordable Housing in Neighbourhood Plans



Watch a video on how Melbury Abbas and Cann Parish Council are using their neighbourhood plan to bring forward much needed affordable housing. Please visit: https://neighbourhoodplanning.org/case_study/affordable-housing-in-neighbourhood-plans/.

Toolkits to assist with affordable housing for sale



[How to assess and allocate sites for development](#)

Find out the principles for allocating sites and the methods that should be applied in order to make sure the sites chosen are the most appropriate for the neighbourhood.



[How to undertake a Housing Needs Assessment \(HNA\)](#)

This toolkit has been recently updated and includes lots of new content, including how to calculate the need for affordable housing. The housing needs assessment guide explains what is involved in undertaking a HNA and what data and resources will be required to complete the assessment.

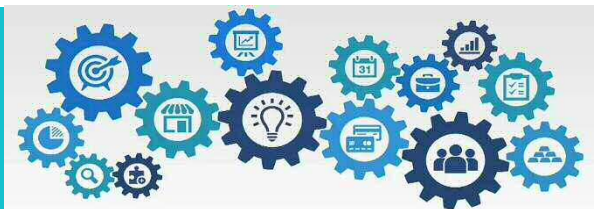
FIRST HOMES CONSULTATION



MHCLG recently conducted a consultation on the design of the First Homes scheme. First Homes are a new housing product that will be sold at a discount of at least 30%.

It is targeted at first-time buyers who are struggling to afford a new homes and will be prioritised for local first-time buyers, key workers, serving members of the Armed Forces or recent veterans. The consultation set out proposals on the details of the policy and how we intend to deliver First Homes for local people. Proposals include delivery through planning obligations and adjustments to exception sites policy. The consultation <https://www.gov.uk/government/consultations/first-homes> has now closed and we are currently analysing the feedback we have received and will respond to the consultation following the completion of this work.

Neighbourhood Planning Research Update



In our last issue we mentioned that we were commissioning research on the impact of neighbourhood planning. We have since appointed the University of Reading to carry out the research. The research team have employed a variety of methods to gather evidence on experiences of neighbourhood planning including a large survey of groups and local authorities, interviews and focus groups. We are very grateful to those groups that have participated in the research and provided us with their views. It is too early to report any findings yet, but we expect to be able to provide an update on what we've found in the next issue of this newsletter.

Neighbourhood Planning News & Stats



It's been a busy time for neighbourhood planning! February 2020 saw us achieve a very important milestone as we reached **1,000** approved Neighbourhood Plans. With now over 1,000 neighbourhood plans approved this means there is now just over a 19% increase since July 2019.

Due to Covid-19 polls were halted on 19 March 2020. **Witchford** in East Cambridgeshire, **Fressingfield** in Suffolk, Farnham in Surrey and **Membury** in East Devon were the latest neighbourhood planning groups in March to be successful at referendum and

groups have since gone on to have their neighbourhood plans adopted.

In November 2019, we saw the first neighbourhood plan review successfully pass the referendum stage as **Arundel** in Arun District Council went to the polls and 80.29% of voters voted in favour of the neighbourhood plan. Similarly, in January 2020 we saw **Great Glen** in Harborough District Council gain 91% of votes in favour of their reviewed plan and **Farnham** recently had a successful examination of their made plan on 12 March 2020 with over 95% of voters.

Across England, as of March 2020, there are...



Nearly **1,200** draft NPs have been published for pre-submission consultation



Over **1,000** NPs have been submitted for examination



Latest NP groups to succeed at the polls:

- **Witchford** in East Cambridgeshire (passed with 95% yes vote)
- **Fressingfield** in Suffolk (passed with 87% yes vote)
- **Farnham** in Surrey - revised plan (passed with 95% yes vote)
- **Membury** in East Devon (passed with 81% yes vote)



Over **1,000** successful neighbourhood planning (NP) referendums

Have taken place. On average these have resulted in an



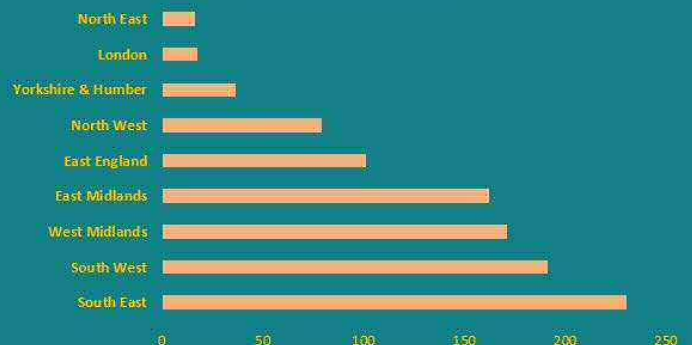
87%
'yes' vote

With an average



28%
Turnout

Regions with successful plans



Meet the Champion



Janvrin Edbrooke

We are pleased to introduce **Janvrin Edbrooke** Neighbourhood Planning (NP) Champion who is based in the South West near Exeter. Janvrin shares her experiences and insights as a champion, as well as her passion and commitment to community involvement.

Can you tell us a little about yourself and your neighbourhood planning group/area?

I am based in East Devon and have worked with three neighbourhood plans. One town plan (Exmouth) with a population of 36,000, and two parishes. The parishes vary greatly in size, with Broadclyst being dramatically re-shaped by strategic development of 5000+ new houses and 131 hectares of employment land. In this parish 7500 acres are owned by the National Trust which has resulted in learning to work with a large national charitable organisation. The other parish of Clyst Honiton is very small (population of 350) with two contrasting areas and an international airport. This parish is doing a neighbourhood plan (NP) and a neighbourhood development order (NDO) to enable a community facility to be bought forward through a small housing and economic development.

How did you become interested in neighbourhood planning?

I stumbled across it. I was at the time without a job and was persuaded by my local parish council to get involved with their neighbourhood plan. After a bit of research into the Localism Act and early day NP documentation I was inspired. How could a plan that is made by locals on how their area is to develop over the next 10 – 15 years not be a good thing? A real bonus was that the plan had weight - statutory law status. I was hooked. I was not daunted by the processes of neighbourhood planning as it called upon me to use my strengths in communication and presentation, and to utilise a full range of research skills developed while working as a university lecturer. What was more daunting was not knowing anything about planning and policy making.

What inspired you to become or interested you in becoming a neighbourhood planning champion?

I am nose-y; like listening and asking questions. I love sharing ideas and examples. I like solving problems and I enjoy signposting people in the right direction. I have experienced the effects of help and guidance in my development and am very aware of my mistakes and the hours used gaining knowledge and making resources for neighbourhood planning.

Since you became a neighbourhood planning champion, how have you helped other communities in their neighbourhood planning journey?

- Helped communities to develop a vision for their area and to empowered them to do a plan.
- Encouraged the setting up of community interest steering groups so that different groups work within their area of passion and interest.
- Linked with businesses and business organisations to explain what NPs are and to encourage involvement in Neighbourhood Planning.
- Worked closely with National Trust (NT) on neighbourhood planning to encourage

an NP partnership model that can be shared across the organisations to pave the way for future involvement of the NT with NPs across the country.

- Worked closely with airport organisations on neighbourhood planning and NDOs and to encourage active involvement in neighbourhood planning.

What sort of advice and support can you provide to neighbourhood planning groups?

As I have experienced three different plans and have taken plans from the beginning right through to being “made” and implementation I can cover most aspects. Being based in the South West has obviously limited my urban experiences, but there are Champions available across the country some who are in more urban areas. Areas where I feel I can offer greater levels of support are: consultations and survey designs, call for sites and due diligence, sports hubs, NDOs, Regulation 16 and examination process, and social media campaign content.

Would you recommend becoming a neighbourhood planning champion?

Definitely “Yes”, there is a need for a friendly neutral person to provide support at times. Initially I was not sure what I could offer but requests tend not to be highly technical issues but someone who wants to chat through something. There is also a sharing of resources and documents. At times it is just about having a passion and being a supporter of neighbourhood planning. It is not time consuming and some months there are no requests.

And finally, what would you say have been the greatest benefits of neighbourhood planning in your area?

My top 3 in no order are:

- Empowering communities in the creation and ownership of a plan to protect and develop their area.
- To enable funding for community projects which will make a difference to those who work and live there.
- Communities finding their voice.

Would you recommend becoming a neighbourhood planning champion?

Definitely “Yes”, there is a need for a friendly neutral person to provide support at times. Initially I was not sure what I could offer but requests tend not to be highly technical issues but someone who wants to chat through something.

Janvrin Edbrooke,
NP Champion

Neighbourhood Planning Champions



Neighbourhood Planning Champions are volunteers who are passionate about neighbourhood planning and keen to support others by sharing their experiences. Champions have a wealth of knowledge and experience in making their communities better through neighbourhood planning and neighbourhood development orders.

If you want to get in touch with a champion, or would like to become a champion, please visit: <https://neighbourhoodplanning.org/network/champions-map/>. In becoming a champion you would have access to champion only training webinars which Locality deliver throughout the year.

March was Neighbourhood Champions month and each week throughout the month Locality hosted exclusive webinars for champions. The recent webinar topics included: top tips for a smooth examination; tips on updating and modifying a made neighbourhood plan, and forthcoming training webinars on how to respond effectively to planning applications; as well as virtual tools for evidence gathering.

NEIGHBOURHOOD PLAN REVIEWS

A number of neighbourhood planning groups are now reviewing their plans or considering doing so. We've invited three groups who have recently been through the process to share their experiences. This includes Arundel in West Sussex which is the first updated plan to be passed at referendum - congratulations Arundel! Congratulations also to Great Glen and Farnham. If your group is considering reviewing your plan or if you are already undertaking a review, please get in touch with us via <http://forms.communities.gov.uk/> as we'd be keen to hear from you.

1. ARUNDEL NEIGHBOURHOOD PLAN REVIEW

1) Can you tell us a bit about your neighbourhood?

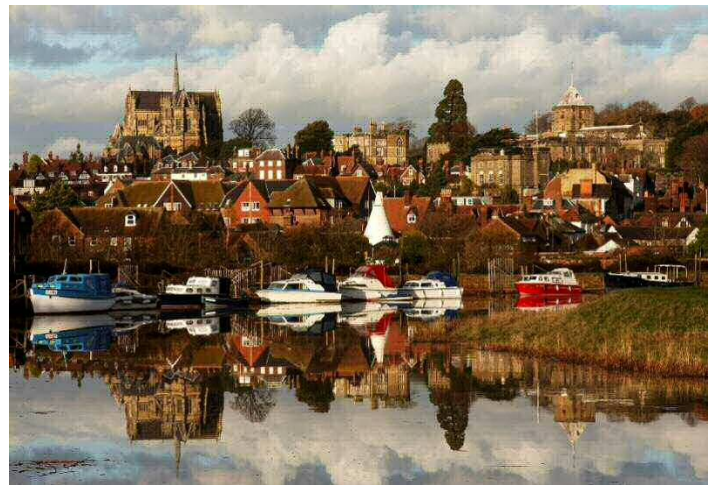
Our neighbourhood plan (NP) covered the whole Parish of Arundel, which is placed between the South Downs and the Channel. Part of the parish is in Arun District Council (ADC) (our main planning authority) and the rest is within the SDNPA (South Downs National Park Authority). The population is just under 4000 in around 2000 dwellings. The Town traces its history back to Saxon/Roman times and is mentioned in the Domesday Book. The town is dominated by the Norman Castle, now home to the Duke of Norfolk and open to the public since the late 1800's. The Town straddles the river Arun, one of the highest tidal rivers in the UK and which made Arundel an important bonded port until the railways took over. Currently Arundel is a contemporary

market town, heritage centre with many visitor attractions, and starting point for many leisure pursuits (walking, boating, cycling etc) as well as home of a thriving arts culture (music, arts and drama).

Growth in housing has been slight but steady for the last 100 years or so, with the Norfolk Estate providing much of the land built on. Our 2014 NP provided for around 100 new dwellings and in our Review we have provided for a further 100 over the period to 2031.

2) Why did you decide to re-view your neighbourhood plan and what changes to your plan did you make?

The 2014 Arundel NP was the first in Sussex and 13th in the Country and since then a lot of "learning" has taken place in NP's as well as new legislation. Further, a new NP would provide an opportunity for the Town Council to manage the risk of



harmful development proposals getting consent because of ADC's vulnerabilities, as well as set out a bold plan for a Green Infrastructure network across the Parish linking the furthest parts of the Town to the centre and railway station as well as all parts with the Public Rights of Way (PROW) network, South Downs National Park (SDNP) & River Arun.

In addition ADC (our main planning authority) made their Local Plan in July 2018 (after many years of consultation and changes) and SDNPA (South Downs National Park Authority) in which we are also placed, had published their consultation document for their Local Plan in 2015.



The new ADC Local Plan doubled the number of homes to be provided within the district, and Arundel Town Council (ATC) wished to protect the town from unwanted development. In particular one site was the target for development of about twice the number of dwellings stated in the 2014 NP, so we wanted to strengthen the wording for this as much as possible (as it turned out the NP Review was the main deciding factor in a Planning Inspectorate Appeal going in ATC's favour relating to this site in December 2019).

3) How did the neighbourhood plan review process compare to making a plan first time round?

Due to the nature of the changes being proposed in the Review, including 90 new dwellings on one new site in addition to the proposals being retrained from the first NP, the NP Steering Group had to go through exactly the same process as the first NP.

In addition we had the opportunity of presenting the results of a Townscape Consultation to the community for comment and possible inclusion of some of the consultant's recommendations in the NP Review.

4) How did you engage the community?

From January to September 2018 we fully engaged with all sections of the community with leaflet drops, a bespoke website, focus groups, community groups (youth, elderly, business etc), Town Meetings, informal consultation on a range of policy proposal ideas.

This allowed us to finalise a draft plan for the formal public consultation stages that we felt the majority of residents could support.

5) What advice would you share with other groups who are considering reviewing their plan?

Look carefully at the reasons for the Review, focus on these and be completely transparent with the community.

6) Is there anything on reflection that you would have done differently if you had to go through the review process again?

Despite the range of engagement & communication we carried out, at the later stages of the process we encountered

resistance from a small but significant group opposed to the main housing policy in the NP Review.

In addition there were still people who said that they had no knowledge of the NP Review or its proposed policies.

So, if we had to do it all again, we would look at ways to communicate more and attempt to engage with groups opposed to the plans. In the end the turnout for the Review referendum increased to 35% in 2019 from 26% in 2014 but the Yes vote decreased slightly to 80% from 90% in 2014.



Interview responses and photos were provided by Carolyn Baynes on behalf of Arundel Town Council.

2. GREAT GLEN NEIGHBOURHOOD PLAN REVIEW

1) Can you tell us a bit about your neighbourhood?

Great Glen is one of Leicestershire's oldest known settlements. Its landscape is characterised by attractive, gently rolling hills and the broad upper valley of the River Sence. Great Glen lies approximately nine miles from the town of Market Harborough and six miles south-east of the City of Leicester. The village lies in the valley of the River Sence and the surrounding countryside is mostly farmland with some woodland and parkland. The proximity of the Parish to the Leicester Urban Area (edge of Oadby and Wigston Parish) means that there are greater employment opportunities away from Great Glen which has an impact on the use of the car and increases pressures on the road network, particularly at peak commuter times.

House prices are high across the Parish and there are significant development pressures which are placing a strain on the community facilities and threatening



the character of the village which residents value greatly.

The Parish has an older age profile than the District as a whole and a significantly greater number of detached dwellings than the whole of Harborough taken together.

2) Why did you decide to review your neighbourhood plan and what changes to your plan did you make?

Although the original neighbourhood plan (NP) was only Made on 27 November 2017, there were significant changes in the legislative framework that led to the decision to review the NP. The Harborough Local Plan, at draft stage throughout the preparation of the first NP, was adopted in April 2019. A new NPPF was introduced, updating the original from 2012 and strengthening the role of Neighbourhood Plans in updates in 2018 and 2019. New Planning Practice Guidance was also published which gave greater clarity to the review process.

The Great Glen Parish Council felt that it was important to remain up to date with these legislative changes, and in particular the additional powers given to NPs that allocate sites



for residential development. Despite not having a specific housing target in the new Local Plan, the identification of a small site for residential development in the Parish affords significant additional levels of protection against inappropriate development should the local planning authority fall below its 5 year land supply, as well as helping balance the local housing market.

The original NP did not make a housing allocation, and this was thought to limit its effectiveness in the event of changing future circumstances.

Other changes included introducing a settlement boundary (after the local planning authority removed this from the local plan) helping to further shape future development and make sure it is in the most sustainable locations. We also added a local

green space following further resident consultation; strengthened policies on environmental enhancements following the newly published NPPF and created a new policy to mitigate the impact of development on locally important views.

3) How did the neighbourhood plan review process compare to making a plan first time round?

It is very much more straight forward! We would recommend only changing policies that are not working or need updating - this reduces the scope of the plan and helps to make it more straightforward. However, as this was one of the first NPs to be reviewed, we felt like we were charting new territory as all parties were finding their way with limited information to refer to. We were fortunate in this regard to have an excellent local planning authority in Harborough District Council who are incredibly supportive of neighbourhood planning and were prepared to work with us to make sure the legislation was interpreted in an appropriate way, and to have secured the support of NP consultants Your Locale who helped us produce our first NP and helped guide us through the review process, with all of us learning along the way!

We were fortunate also to have so many willing residents who greatly helped by surveying every field in the parish to

enhance the environmental component.

We were very grateful to be fully funded by Locality for this process.

4) How did you engage the community?

We had stalls at village events, such as the Annual Wheelbarrow Race where residents were consulted and had the opportunity to review the work that we were doing and the policies that we were proposing.

We did house to house leaflet and drops along with regular updates in the Parish's Gazette newsletter that is delivered to every house. We also had regular displays in the office and in the window which is open to the public 5 days a week. The parish Facebook and village Facebook pages had regular updates along with regular news feeds and updates on our website.

When action was needed (i.e. at referendum time) a village email alert would be sent out. All of these actions were very popular with the village.

5) What advice would you share with other groups who are considering reviewing their plan?

Be realistic about what you want to achieve and why you are doing it. It is more straight forward than first time round, and you can call upon people who are now experienced neighbourhood planners! But beware - if you are introducing controversial topics such as residential allocations or seeking protection from development for local green spaces, you can still generate excitement in the community and you need to be aware of the need to bring the community along with you along with a lot of willing volunteers.

6) Is there anything on reflection that you would have done differently if you had to go through the review process again?

Our only worry was that even with leaflet drops we had concerns that all of the residents were not aware of the process.



Interview responses and photos were provided by Lesley Sanderson on behalf of Great Glen Parish Council

3. FARNHAM NEIGHBOURHOOD PLAN REVIEW

1) Can you tell us a bit about your neighbourhood?

Farnham is a market town in Surrey, which sits on the river Wey in the rural borough of Waverley. It is the largest settlement in the borough with around 40,000 inhabitants and is surrounded by beautiful countryside.

The Surrey Hills Area of Outstanding Natural Beauty extends into the Plan area and there are several areas of High Landscape Value and High Landscape Sensitivity on the outskirts of the town. It also sits within the buffer zone of two Special Protection Areas, the Thames Basin Heaths and the Wealden Heaths.

The green and spacious setting is part of the character of the town, which boasts more listed buildings than Chester, I am told. The town centre is a Conservation Area and there are four other Conservation Areas within the town.



St James Church, Rowledge © Michael Sower

2) Why did you decide to review your NP and what changes to your plan did you make?

The made Farnham Neighbourhood Plan (FNP) followed the policies and timetable of Waverley Borough Council's (WBC) emerging Local Plan, Part 1. It made provision for 2330 homes to be delivered by the end of 2031 on selected sites across the town.

Local Plan, Part 1 was later delayed but, as we had fully consulted on the FNP, we decided to carry on with our Plan, which was made in July 2017, having successfully overcome a legal challenge from developers.

At the Local Plan examination, the Inspector raised the borough's housing target and WBC allocated a further 450 homes to Farnham. The Local Plan Part 1 was adopted in February 2018.

The extra sites could have been allocated through Local Plan, Part 2 but Farnham Town Council decided to carry out an early review of the FNP to bring it fully up to speed as quickly as possible. Local Plan Part 2 is still emerging.

There was an immediate call for sites and seventy were put forward, including some previously dismissed sites.



Sufficient brownfield sites were included to accommodate the required housing figures and these were supported by the community.

In addition to the extra sites, the plan aligned the final date with the newly adopted Local Plan, now ending in 2032 and commissioned a more detailed landscape study, to justify site selections.

No policies were changed or added but figures were updated as a result of planning permissions and slight changes were made to the text, to update information.

3) How did the neighbourhood plan review process compare to making a plan first time round?

We found definitive advice on reviews impossible to find. We tried to find out what, exactly, we needed to do for the Regulation 14 consultation but nobody gave us any robust guidance and we, therefore, repeated what we had done first time around!

4) How did you engage the community?

We gathered all the residents' associations, community groups, the Chamber of Commerce, the Farnham Society, the Sports Council, businesses, developers and individuals on our NP database together and explained what we were aiming to do.

A majority of those invited supported an early review and we put the reviewed plan out to full consultation as promptly as possible. The team put together a programme of community engagement.

Throughout the review, the team was regularly available to discuss sites with developers or any matters with residents. Announcements were made in the local press and on local websites and newsletters were sent to those on the FTC database. There were also regular conversations on Facebook and Twitter.

There was a presentation to the Annual Electors' Meeting and a meeting with WBC, to discuss sites. There were further presentation evenings in the Council Chamber and the neighbourhood planning team went out to all residents' associations and community groups, to update their members.

In addition to regular press releases and articles in local free magazines, there were posters in the 29 Town Council noticeboards and banners across two town centre roads.

Finally there were 14 manned exhibitions in public spaces, such as The Maltings Arts Centre and the Library, together with appearances at all events in the town. In total there were around 12,720 visitors to these events!

5) What advice would you share with other groups who are considering reviewing their plan?

I really have no advice for other groups doing a review. Each plan is so different and I am sure that the advice has improved, as more reviews have taken place. The Farnham Neighbourhood Plan is, by its size, more complicated than some smaller plans. It has always allocated sites and this has made it vulnerable to legal challenges from developers. The review saw as much attention from those developers whose sites were not included as did the original plan.

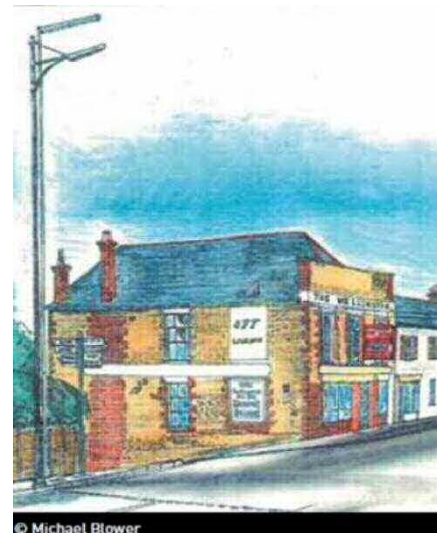
Neighbourhood planning cannot be delivered cheaply and you must expect the unexpected! Post 'Sweetman' (a European Court judgment concerning habitat regulations) we were informed that no plan, which allocated sites and which sat within the zone of influence of a Special Protection Area (SPA) could meet Basic Conditions. That is when my conversation with Helen Keen (Head of Plan-Making Policy) began. It was a cruel blow to have to wait for the change in legislation but it went through relatively quickly and I shall always be grateful to officers of the MHCLG.

Frequent changes to guidance can also be frustrating, as they

can lead to repetition of work and/or delays. The community expects a great deal from localism and is impatient with enforced delay, which leaves the community vulnerable.

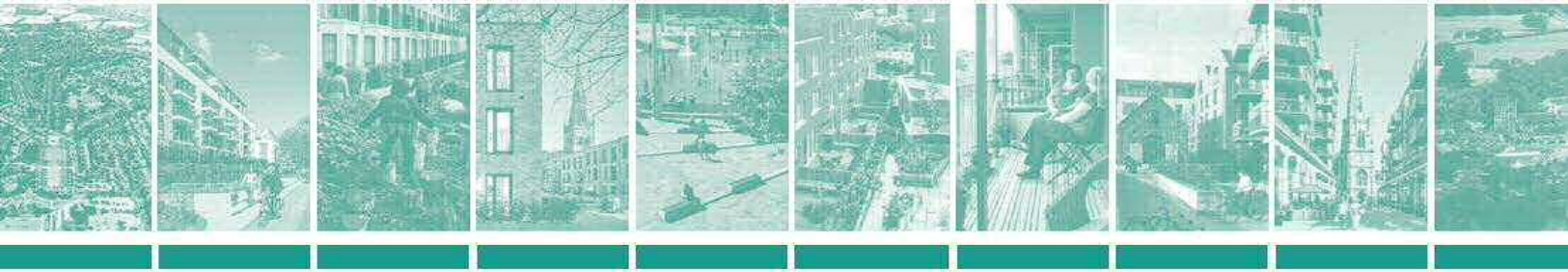
6) If you could change anything in the neighbourhood planning process what would it be and why?

Finally, I would just like to plead for more consideration for neighbourhood planning from the Inspectorate. The Localism Act made so many promises and communities responded by putting in months and years of work, not to mention vast amounts of money, in order to influence the pattern of development within those communities. I was more confident of success at the last referendum, when not so many hopes had been shattered by appeal decisions going against the plan. A neighbourhood plan does not need to demonstrate a five-year housing land supply and it should be allowed the time and space to do what is asked of it by the local plan.



Interview responses and photos were provided by Carole Cockburn on behalf of Farnham Town Council.

Design Planning Guidance



Planning guidance on design was updated on 1st October 2019, comprising two parts, the [Design: Process and Tools PPG](#) and the [National Design Guide](#).

The National Design Guide sets out ten characteristics of well-designed places, based on planning policy expectations and illustrated by projects that demonstrate good practice. It emphasises the importance of responding positively to context, creating locally distinctive character, the value of creating strong communities and responding to future issues such as climate change.

The Design: Process and Tools guidance sets out how design quality can be achieved through policy and decision making, including how neighbourhood plans can support well-designed places. It provides guidance on the use of tools and processes such as; design review, assessment frameworks (e.g. Building for Life 12) and design codes as well as the effective engagement of communities in shaping the design of their neighbourhoods.

Both the National Design Guide and the Design: Process and Tools guidance are capable of being a material consideration in determining planning applications and appeals.

A separate but complementary Locality guide on [Achieving Well-Designed Places through Neighbourhood Planning](#) was published in 2019.

Alongside these, the Government is preparing its response to the recommendations of the Building Better, Building Beautiful Commission (<https://www.gov.uk/government/publications/living-with-beauty-report-of-the-building-better-building-beautiful-commission>), and is commissioning work on a National Model Design Code to provide a template for local authorities and communities to use in setting out design standards for their areas. A draft of the code will be available for consultation later this year.



Social Network and Support

Neighbourhood planning @Nbrhoodplanning · Apr 29
 Visit neighbourhoodplanning.org for links to all the information in this thread, and plenty more useful information to support you with planning through #Covid19.



Neighbourhood planning @Nbrhoodplanning · 12m
 Check out our newly updated housing needs assessment toolkit. Lots of new content 📄 including how to calculate the need for #affordablehousing, as well as some affordable housing policy examples. Read more: neighbourhoodplanning.org/toolkits-and-g...



Neighbourhood planning @Nbrhoodplanning · May 4
 Want to get going with a neighbourhood plan in an urban area? Read our guide on how to establish a #neighbourhoodplanning forum: neighbourhoodplanning.org/toolkits-and-g...



Neighbourhood planning @Nbrhoodplanning · May 13
 Does your #neighbourhoodplan require a Strategic Environmental Assessment? Read the guide 📄 neighbourhoodplanning.org/toolkits-and-g...



Neighbourhood planning @Nbrhoodplanning · 21h
 As of today, the #neighbourhoodplanning Basic Grant allowance has increased from £9,000 to £10,000 due to the impact of COVID-19. Further information can be found on page 8 of our guidance notes: neighbourhoodplanning.org/toolkits-and-g...



Neighbourhood planning @Nbrhoodplanning · 2m
 News 📰 Applications for grants and technical support have now re-opened. There are no changes from the last financial year. Grant and technical support are available under the same criteria as before. Find out more and apply 📄



Apply - Locality Neighbourhood Planning
 Coronavirus update COVID-19 is a new illness that can affect your lungs and airways. It's caused by a virus ...
neighbourhoodplanning.org

Ministry of Housing, Communities and Local Govt @... · May 13
 From today, you can spend time outdoors with one member of another household as long as strict social distancing measures are followed

Read the latest advice 📄 gov.uk/government/new...

HM Government

AS LONG AS YOU'RE FOLLOWING SOCIAL DISTANCING GUIDANCE, YOU CAN NOW SPEND TIME OUTDOORS WITH ONE MEMBER OF ANOTHER HOUSEHOLD

STAY ALERT
 CONTROL THE VIRUS
 SAVE LIVES

#neighbourhoodplanning on Twitter

Twitter is a great place to share your neighbourhood planning progress and news. If you have a good story, need help, want to collaborate or seek views, why not tweet about it? To help people to find it, please include the hashtag: #neighbourhoodplanning. Just some of many recent posts are shared below!



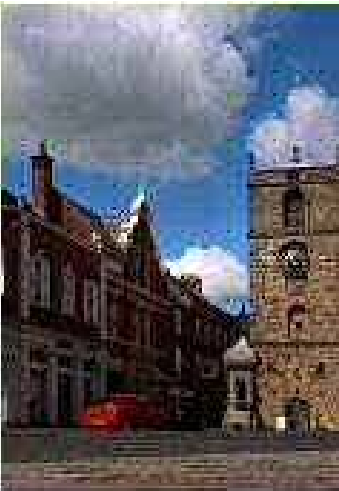
Photo by: Fauux via Pexels <https://www.pexels.com/photo/low-angle-photo-of-people-s-fingers-doing-star-shape-3228689/>

The library of online resources continues to grow as we learn more about neighbourhood planning and respond to suggestions from communities around the country. These resources will assist as you think about and develop your neighbourhood plan.



[Neighbourhood Planning Glossary](#)

Use the glossary to cut through jargon, acronyms and abbreviations of neighbourhood planning.



[How to implement, monitor, and re-view your made neighbourhood plan](#)

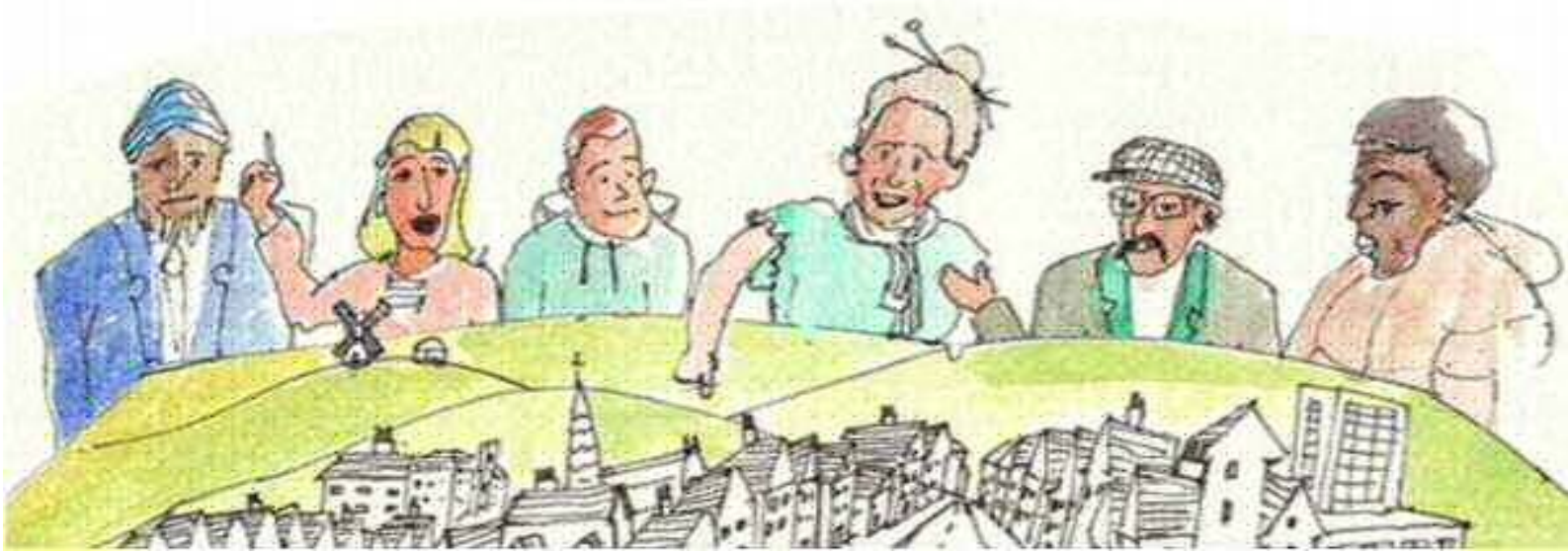
This guide should be read while drafting a neighbourhood plan, as it will help you think about implementation and monitoring at an early stage. It should also be read after your plan has been made.



[Neighbourhood planning resources list](#)

There is a lot of really useful guidance and toolkits on the neighbourhood planning website. It can take time to go through every single one. This guide provides a very brief summary of each to help you decide which ones are of interest to you.

Other online resources are available at:
<https://neighbourhood-planning.org/resources/>



The Neighbourhood Planning team at MHCLG

Helen Keen leads the team. Stephen Wright, Darlene Dike, Sujata Talukdar and Sapphire Malcolm lead on support programmes and finance; Robert Griffith and Jen Beresford lead on plan making policy.

If you wish to get in contact regarding

Departmental issues, please send MHCLG a message via <http://forms.communities.gov.uk/>.

Locality continue to provide advice directly to groups on neighbourhood planning through their website at <https://neighbourhoodplanning.org/>.

Min. 73/20	6 via Parish Channel	Min.	News release	Date of appearance
Call-ins agreed			Climate Emergency Action plan (delayed until all Committees have reviewed)	

Subject	Minute	Form	Rating √ = done	Response received
AVDC				
Streetnaming	644/19	Respond with Members' decision	√	Streetnaming Officer has not yet got agreement on name from developer (6/5/20) Update requested 15/6/20; no change – developer still not responding to Officer; 17/6/20 “Nursery Place” agreed, Order will be made Monday 22nd.
Nursery Bungalow site	697/19	Respond with new choice	√	
Cornwalls Meadow decking	732/19	Report rotten planking for repair	√	
Street nameplate	732/19	Report Toombs Yard sign repair required	√	
Unitary Authority:				
CIL/s106	725/19	Town Clerk to write to Shadow Executive		
Enforcement of use classes	929.1/19	Write as minuted	√	
Neighbour comments	41/20	Write as minuted	√	
Call-in system	69/20	Town Clerk to forward WW response to MP		
Policy on Neighbourhood Plans	70/20	Cllrs. Cole & Stuchbury to formulate Written Question	√	
Strategic Sites Committee	75.2/20	To be placed on next agenda	√	Agenda 10
Enforcement reports and queries				
West End Farm Care Home	731.2	Write to AVDC, BCC & HE as minuted	√	BC Archaeology still waiting for investigation report (22/5/20)

ACTION LIST

Appendix C

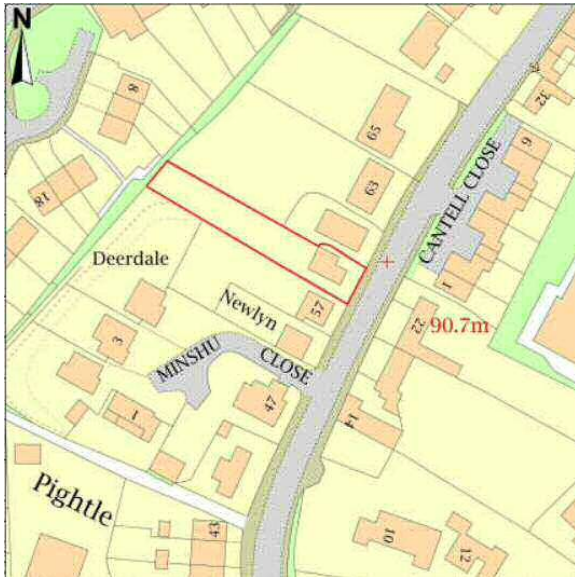
Other:				
Redaction of personal names	691.2/19	Town Clerk to confirm policy		
Climate Emergency Action Plan	696/19	Town Clerk & Committee Clerk – Develop checklist for applications		
Surgery applications	40/20	Town Clerk to investigate whether North End and Verney Close surgeries can be designated Community Assets		
		Environment Committee to set up meeting with Swan Practice		

**BUCKINGHAM TOWN COUNCIL
PLANNING COMMITTEE
MONDAY 22nd JUNE 2020**

Contact Officer: Mrs. K. McElligott, Planning Clerk

Additional Information for applications on the agenda

- 1. 20/01685/APP** 59 Moreton Road, MK18 1JZ
Single storey side extension
Price



There are no previous applications for this address; the bungalows immediately to the the north both had applications last year as follows:

19/00735/APP 61 Moreton Road; Demolition of existing bungalow and erection of a 4-bed dwelling
Approved June 2019; bungalow had been demolished before decision.

19/00823/APP 63 Moreton Road; Erection of rear extension and demolition of scullery and garage
No decision as yet. Amendment added 'raising of roof' into description.

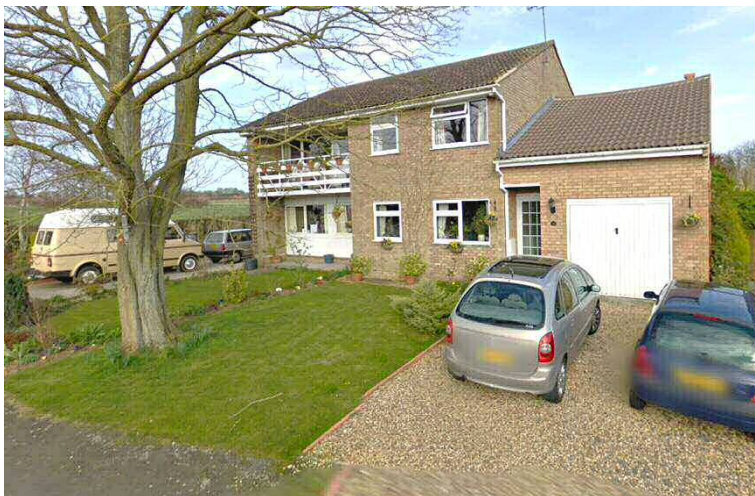
The site is on the western side of Moreton Road, above the first bend and below the permitted on-street parking north of Cantell Close. The frontage of the house is already paved for parking, and there is a driveway to the left of the house. The proposal is to extend the kitchen forwards to infill the present L-shape, with a single-storey extension with a single pitch roof with two skylights, no side window and a front window to match existing. The side wall is continued forward, the front wall is stepped in from the existing bay approx. 25cm.



3. 20/01716/APP

32 Bradfield Avenue, MK18 1PR

Variation of Condition 2 related to application 19/03161/APP – change all window and door frame colours from white to grey anthracite and render all the external walls in white render, the existing building and the new extension
Mills



Nos 32 (left, with balcony) and 30 (right, brick front) Google 2009

Planning History – 32 Bradfield Avenue

1	19/03161/APP	Demolition of existing rear extension and erection of two storey side and single storey rear extension.	Approved 18/10/19
2	20/01716/APP	Variation of Condition 2 relating to application 19/03161/APP - Change all window and door frame colours from white to grey anthracite and render all the external walls in white render, the existing building and the new extension	Pending Consideration

Members initially opposed 19/03161/APP (9/9/19), but changed their response to 'No Objections' on receipt of Amended Plans (17/10/19).

The site is the last house on Bradfield Avenue, semi detached with N^o30 (to its right), and with a field currently to its left which is the proposed site of Moreton Road III (20/00510, no decision yet). Judging from the Google Maps Streetview there are no rendered houses in the vicinity, though some have white panelling on walls and around windows, as above.

The approved extension application proposes demolishing the existing garage (set back from the house) and side door lobby and forms a two storey side extension almost the full depth of the house with a new garage, store, hallway and study on the ground floor and two additional bedrooms over (former single bedrooms 2 & 3 are knocked together to give one room; so net gain is a fourth bedroom). The balcony and set back living room window under it are replaced with a flush frontage matching that of N^o30. There is also a single storey flat roofed rear extension to the kitchen. The lawn at the front is to be block-paved for additional parking.

Though a full set of coloured perspective drawings is supplied with the application, these are dated before the amended plans (which incorporated a lower ridgeline on the extension: Members had pointed out it was not clearly subservient), and have not been updated to show the proposed white render, or the lower ridge. I have not visited the site to see whether N^o30 has already been rendered. As can be seen below, the windows



Existing



Proposed

replacing the balconied front replicate those on the neighbouring house (compare photo above).

4. 20/01719/APP

25 Moreton Road, MK18 1JZ

Change of use from B1 to B1 and D1 (clinic) insertion of windows to treatment rooms on south elevation and render panel repair to brickwork

Terkelsen



Elevation of №25 facing Summerhouse Hill

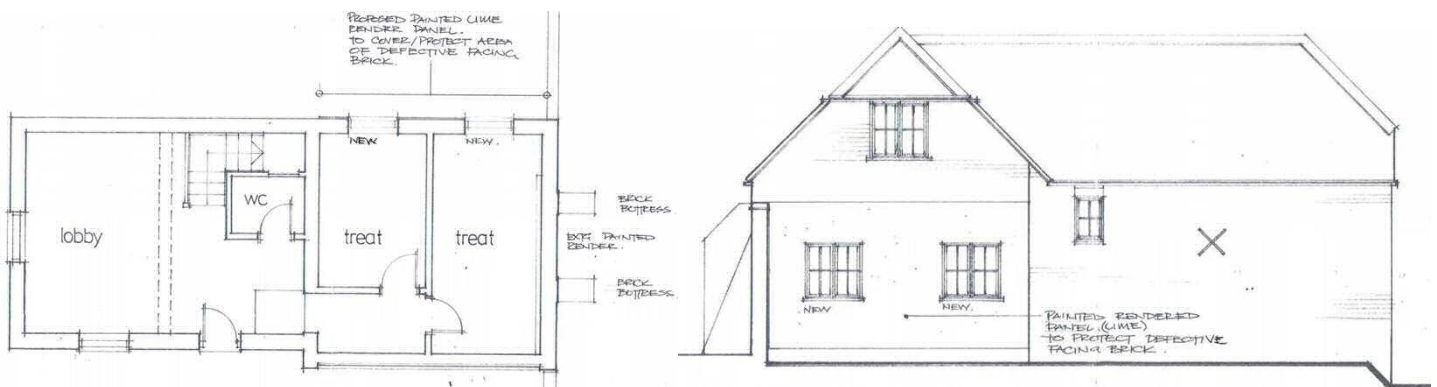
The premises are the unexpectedly old (17th/18th Century) workshop and office building just off Moreton Road on Summerhouse Hill. The nearest houses are at the rear, 23/23A/23B Moreton Road, which are accessed by a separate entrance shared with trade access to the Market Hill shops between the King’s Head and Costa, Bryant Court (the flats over the Market Hill shops), Buckingham Lofts (the old saleroom) and the parking for the cottages 5-21 Moreton Road, and to the south is the car parking behind Boots and M&Co.

The proposal is to change the use of the ground floor workshop area into a physiotherapy clinic with two treatment rooms, each with a new window inserted in the rear elevation.

The property is on the edge of the Conservation Area – the boundary at this point is the Summerhouse Hill roadway. It is not itself Listed - the nearest Listed Buildings are the King’s Head and the thatched Cottage (45 Moreton Road).

The bricks are badly weathered on the south side (rear of building) and too fragile to take out, rotate and replace. The applicant proposes to cover the brickwork with lime render as the end wall and buttresses have been already, coloured dark red to tone with the remaining brickwork. This will have the benefits of retaining the historic brickwork, and making it weatherproof. The new windows will match the existing one in the upper part of the wall.

It is not clear from the drawings supplied whether the big doors to the workshop are to be retained. One might have thought that it would be chilly or draughty for physiotherapy clients if so.



Property History - 25 Moreton Road

1	77/00260/AV	RENEWAL OF PERMISSION TO USE EXISTING GARAGE AND WORKSHOP	APPROV
2	79/00493/AV	RENEWAL OF PERMISSION TO USE EXISTING GARAGE AND WORKSHOP	APPROV
3	80/00292/AV	RENEWAL OF PERMISSION TO USE EXISTING GARAGE AND WORKSHOP	APPROV
4	81/00452/AV	CONTINUED USE OF PREMISES FOR GARAGE AND WORKSHOP (RENEWAL OF PLANNING PERMISSION REF AV/292/80)	APPROV
5	82/00208/AV	CONTINUED USE OF PREMISES AS GARAGE AND WORKSHOP	APPROV
6	87/00229/APP	RENEWAL OF PERMISSION TO USE EXISTING GARAGE WORKSHOP AS CAR ENGINEERING WORKSHOP	APPROV
7	98/01831/APP	FIRST FLOOR EXTENSION TO ENGINEERING WORKSHOP & PROVISION OF PARKING FACILTIES	Approved
8	05/01232/APP	Erection of storage container	Approved
9	20/01719/APP	Change of use From B1, To B1 and D1 (clinic) insertion of windows to treatment rooms on south elevation and render panel repair to Brickwork	Pending Consideration
10	20/01835/ALB		Application Returned



The West wall has already been braced, buttressed and rendered. Adjacent buildings are 23/23A/23B Moreton Road (centre) and Buckingham Lofts (right). The treatment of the historic wall forming the boundary between these buildings and the foreground car park is a matter for on-going discussion between the HBO and the applicant with a retrospective application to turn the three houses into six flats (18/01098/APP; as yet undecided)

- 5. 20/01830/APP** 50 - 51 Nelson Street, MK18 1BT
 Change of use of left hand side building into HMO. The right hand side building to be retained as dental practice
Dewgun

Both buildings are Listed, as a group of three including №52. A Listed Building application is expected, and may be considered together with this one if notification arrives before the meeting, as the documents should be identical.



No 51

No 50

Planning History - 50-51 Nelson Street

1	75/00723/AV	New kitchen and dining room	Approved
2	76/01544/AV	Change of use of one room from shop to additional residential accommodation, alterations to window	Approved
3	80/00241/AV	CHANGE OF USE TO DENTAL SURGERY	Approved
4	80/01430/AV	REPLACEMENT OF TWO WINDOWS	REFUSE
5	20/01830/APP	Change of use of the left hand side building into HMO. The right hand side building to be retained as dental practice.	Pending Consideration

A Heritage Statement and a Design & Access Statement have been submitted. They are identical apart from a photograph of the buildings being included in the latter.

¶4.0 states that there is no Planning History for these buildings.

The premises are on the east side of Nelson Street, and back on to the Church grounds. No change is proposed to the exterior appearance, front or back. The ground slopes steeply at the rear and thus at first floor level there is a small yard and terraced garden. The rear extension serves both buildings at present and is used as storage on the ground floor with dental surgeries at first floor level.

No 50 will retain a Reception room at ground floor level, and half the storage room and access to a toilet in the central stairwell, and both surgeries in the extension as well as a storage room and another surgery overlooking Nelson Street at first floor level. A new staircase will be put into the Reception area to give access to these.

No 51 will have a waiting room turned into a bedroom with en-suite shower room, the other ground floor front room (present use unknown) into a common room, and the other half of the storage room at the rear into a communal kitchen; the remaining two rooms facing over Nelson Street will become bedrooms with en-suite shower rooms.

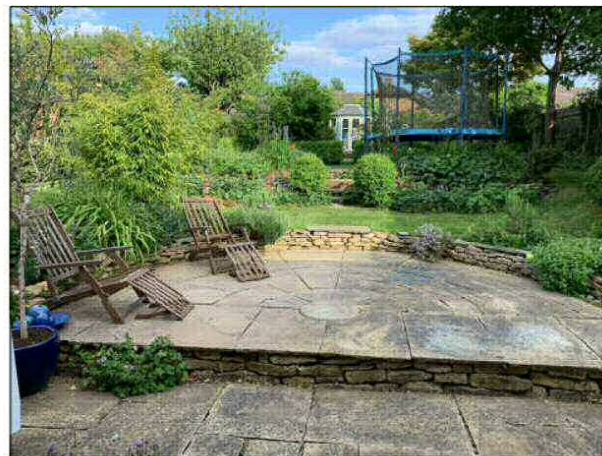
New walls or partitions will be built to separate the two halves of the rear storage room, the central stairs and toilet from the HMO (there is an existing staircase in No 51) and, of course, to enclose the new bathroom areas.

HMO Licensing have a detailed checklist for landlords, so I expect Planning will liaise with Licensing over the details such as Fire Safety.

6. 20/01878/APP Wisteria Cottage, 126 Moreton Road, MK18 1PW Erection of outbuilding Smith

The site is on the eastern side of Moreton Road opposite the furthest part of Moreton Road Phase I (Ronaldsay). The house has a sizeable rear garden, which is some 50cm lower than, and separated by a 1.8m closeboard fence from, the rear garden of 10 Temple Close, a bungalow. By this fence is currently a wooden octagonal summerhouse and a rectangular shed. The proposal is to remove both of these, and replace them with a rectangular timber-clad garden building with patio doors facing the garden, no side windows, and a pitched tiled roof with three skylights in the rear slope. The building will be 6.5m wide,

3.75m deep and the height to the ridge 3.9m max. Because of the difference in ground level little more than the roof will be visible from the neighbouring premises, but this will be approximately 1.5m high and 7m long and contain 3 skylights which may cause a light nuisance when the building is in use after dark. There will be a gap of 0.3m separating the building from the fence to ensure no overhanging, and existing trees will be retained. Rainwater from the roof will be collected into a water butt and any excess drained by a new soakaway.



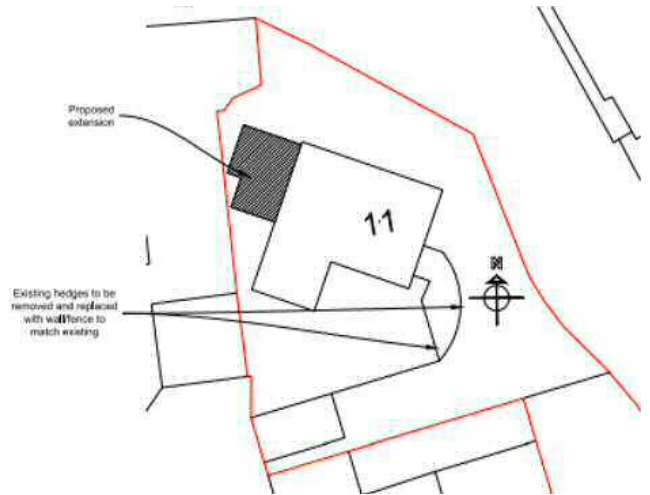
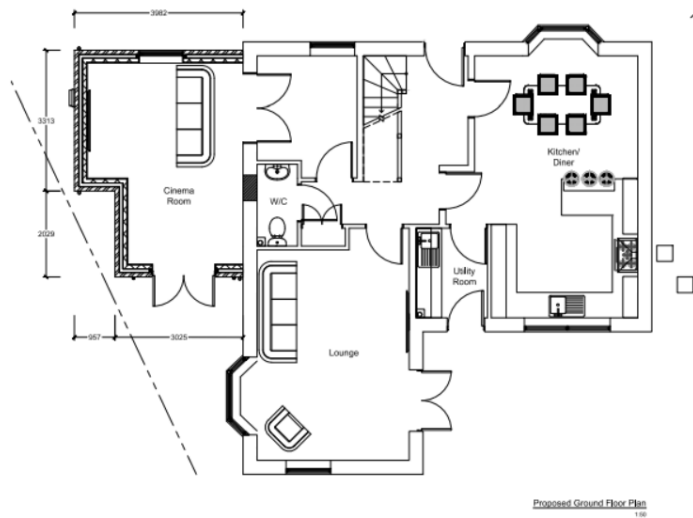
Garden slopes up to rear garden boundary. All trees to be retained.

Planning History - Wisteria Cottage 126 Moreton Road

1	81/00723/AV	SINGLE STOREY EXTENSION TO FORM PLAYROOM AND GUEST ROOM AND NEW STORM PORCH	APPROV
2	06/01334/APP	Single storey front extension & first floor rear & side extensions	Withdrawn
3	10/00835/APP	Raising of roof for two dormer windows, and front porch and erection of single storey rear extension	Withdrawn
4	10/01618/APP	2nd Storey Side and rear extension . Single storey porch to frontage	Householder Approved
5	14/00714/APP	Two storey side and 1st floor sides and rear extension. Single storey front extension forming porch and garage. Demolition of existing conservatory and erection of single storey rear extension	Householder Approved
6	20/01878/APP	Erection of outbuilding	Pending Consideration

7. 20/01892/APP 11 Threads Lane, MK18 1RW
Single storey side extension
Fletcher

The site is a large corner plot facing the attenuation pond on Lace Hill, with a wide extension alongside the green strip linking the pond area to Threads Lane. The house is set diagonally on the plot, and its back corner and the new extension are very close to the boundary with №12. The proposal is to add a single storey L-shaped extension to the western side; it will have a pitched gable roof, a window and skylight to the front and patio doors and a skylight to the rear; the gable end will be plain brick. Two hedges of unspecified height and species on the southern street frontage, possibly part of the soft landscaping scheme, are to be removed and replaced with “wall/fence to match existing” (bottom right drawing). The extension is to provide a cinema room.



The diagonal dashed line is the property boundary.

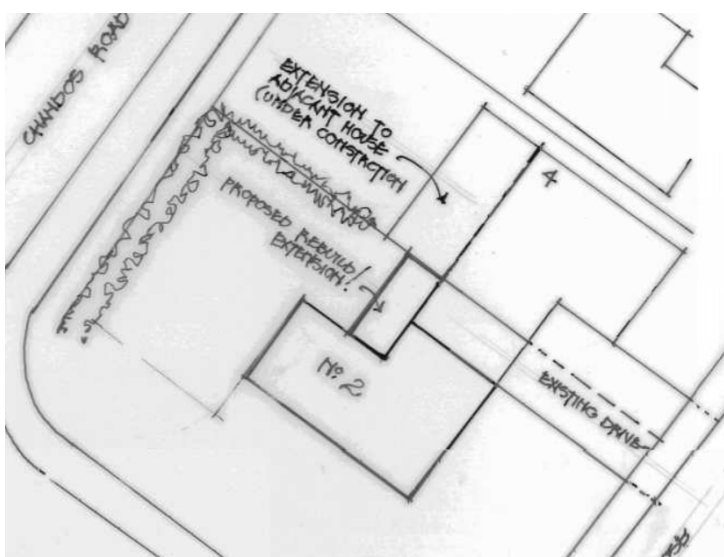
8. 20/01910/APP 2 Chandos Close, MK18 1AW
 Demolition of conservatory/utility room and rebuild extension
 Morgan & Stapleton

Planning History - 2 Chandos Close

1	19/04154/ACL	Application for a Lawful Development Certificate for the proposed demolition of conservatory and erection of single storey rear extension	Certificate Refused - Proposed Develop't
2	20/01910/APP	Demolition of existing conservatory/ utility room and rebuild extension	Pending Consideration

Members had No Objections to the ACL application (16/12/19 meeting).

The site is the first house on the left of the access into Chandos Close. The house is link-detached with Nø4 via a flat roofed garage; Nø4 has approval for a single storey side (incorporating the garage) and rear extension and a pitched roof for their garage (18/03047/APP)



Planning History - 2 Chandos Close

1	19/04154/ACL	Application for a Lawful Development Certificate for the proposed demolition of conservatory and erection of single storey rear extension	Certificate Refused - Proposed Develop't
2	20/01910/APP	Demolition of existing conservatory/ utility room and rebuild extension	Pending Consideration

The existing conservatory is approximately the width of the kitchen + half the width of the garage, of brick with uPVC windows and a translucent roof with a shallow pitch. The proposal is to replace this with a brick extension the full width of the kitchen + garage, up to the neighbour's extension, and moving the back wall of the garage in about $\frac{1}{4}$ of the length to leave a storeroom in the front $\frac{3}{4}$ and incorporate the rear part into the utility room; the rest of the extension will extend the kitchen. The roof will still be single pitch, but at a much steeper angle, more akin to the main roof, and joining the house wall slightly below the first floor windowsills. The roof will have concrete tiles to match the main roof, and two skylights; the utility room will have a stable door to the exterior and the kitchen extension bifold patio doors.

None of this will be visible to the outside world, the back garden has an exceptionally dense hedge along the Chandos Road boundary and a 1.8m closeboard fence to the side of the rear garden, and the extension will not project beyond the side wall of the house.

Amended and additional plans

- 9. 18/04626/APP** Garage site 456999g Overn Crescent
Erection of 4No dwellings and associated parking
VAHT

Members reviewed the original submission on 21st January 2019:

Members were pleased to see a proposal for additional social housing, especially as there was none on the adjacent Summerhouse Hill, but felt that this particular site was problematic.

- The existing access was too narrow and without a reasonable vision splay for emerging vehicles. Furthermore, due to on-street parking on Overn Crescent, turning space for longer vehicles was difficult.*
- Members would like to see a tracking diagram for the standard AVDC refuse vehicle (which is 12.2m long and 2.89m wide) to prove that the vehicle has room to turn at the end of the site; the vehicle outline shown on the site plan A17-106-P001A is well short of this. The rank of 7 parking bays is only 4m deep, so there could well be vehicles projecting into the manoeuvring space. Reversing the vehicle in via a lane barely wider than itself could lead to a ruling by the Authority that the bins be hauled out to the footpath on Overn Crescent on collection days, to the detriment of pedestrian traffic.*
- There is no possibility of a footpath through the access.*

Appendix D

- *Brownfield development is commendable but this is not a derelict or unoccupied site; there is no evidence that the garages are unused, or in a condition beyond repair, and their loss will lead to the displaced vehicles parking on the roadside. It has already been observed that on-street parking restricts the carriageway to the point where an emergency vehicle (fire engine) cannot get through, and more off-street parking not less should be encouraged.*
- *The application documents repeatedly refer to the Listed summerhouse as being a cycle shed; it is in fact an inhabited dwelling (46 Summerhouse Hill; see applications 15/04011 & 04012, 18/01754 and 18/03773 & 03774) and as such, the amenity of its inhabitants should be considered (and the proposal notified to them to enable them to comment). In addition, the large block on Summerhouse Hill contains 38 flats, not 24 townhouses (16/03138), so there are residents on all floors.*
- *Great concern was expressed at the label “Potential to create diversion to site from Cobham Close” on drawing A17-106-CP01A which appeared to indicate the demolition of two bungalows to create a site access. Buckingham has a constantly decreasing number of bungalows due to loft conversions, and the loss of two to provide four houses seems unreasonable, let alone the related disturbance to existing residents of the Close, who are mainly elderly people at home during the day.*

This last was dealt with by an amended plan on 25th February, which Members ‘Noted’ Amended plan and covering letter. The amendment deleted the arrows indicating a possible access from Cobham Close.

Cllr. Mills has confirmed that he has called this application in.

It is extraordinarily difficult to find a drawing that shows Summerhouse Hill Phase II, the summerhouse and the garage site – this is the best I can do, plus a drawing that shows how close the summerhouse is to the garage block.



Listed Summerhouse

Additional documents since February:

Consultee responses from

- SuDs (1/4/20): in light of additional information supplied, withdraws their objection and lists detailed conditions
- Heritage (6/4/20): recommends refusal for heritage policy reasons if there are no sufficient planning reasons for refusal, due to adverse effect on Summerhouse

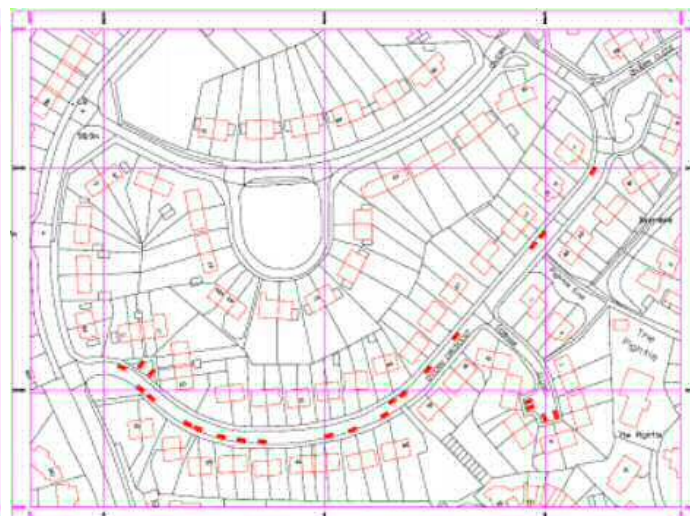
Applicant's additional documents

- Detailed refutation of Heritage Officer's comments (1/6/20): based on having visited the site, which the Heritage Officer has not (Covid-19 restrictions).
- Parking survey (1/6/20): February 2019 survey brought up-to-date by including some data omitted from the previous edition. Surveys were carried out of cars parked in Overn Crescent, Cobham Close and the garage area, at midnight and between 13.00 and 15.00 on a Wednesday and a Saturday. At no point was the available parking totally occupied, though Cobham Close was nearly

full on 3 of the 4 tables (5 cars in 6 spaces; the 4th was 4 in 6). The most found in the garage area was 2. The calculations therefore show 'no parking stress'. However the narrowing effect of the parked cars on traffic flow is not considered, and three of the four diagrams of the whereabouts of the parked cars show cars parked directly opposite the access to the garage area:



Saturday midnight



Saturday 13.00 – 15.00



Wednesday midnight



Wednesday 13.00 – 15.00

- Revised site plan (9/6/20)
Shows one of the visitor parking bays has been designated a 'bin collection point' and has more detailed tracking for an 8m box van doing a three-point turn within the site in order to emerge forwards onto Overn Crescent. [The regular refuse lorries are 12.2m long]. The gate at the corner of the site will remain, for pedestrian access into the woodland and Summerhouse Hill. The roadway is designated as Shared Surface.
- Revised access plan (9/6/20)
The leylandii hedge along the boundary of the access road with №38 Overn Crescent is to be removed to allow a vision splay for emerging vehicles of 2m x 43m in both directions and to widen the access road; there is to be a 'mountable kerb' on the NE side – a good thing, as House №1 has in-line parking bays beside it, so one might have assumed a dropped kerb would have been designed in at the start, and there will be a 'wheel limiting kerb' along the back of the six remaining bays in the rank opposite the house.



The existing access and conifer hedge to be removed from Overn Crescent (left) and from inside the site

10. 19/03849/APP Esso Petrol Station, Buckingham Ring Road, MK18 1RY
Single storey side and rear extension (part retrospective)
EG Group

Members deferred response on 25th November 2019 for further information, and again in February when additional documents were sent:

Additional documents: Planning Design and Access Statement; [Transport] Technical Note.

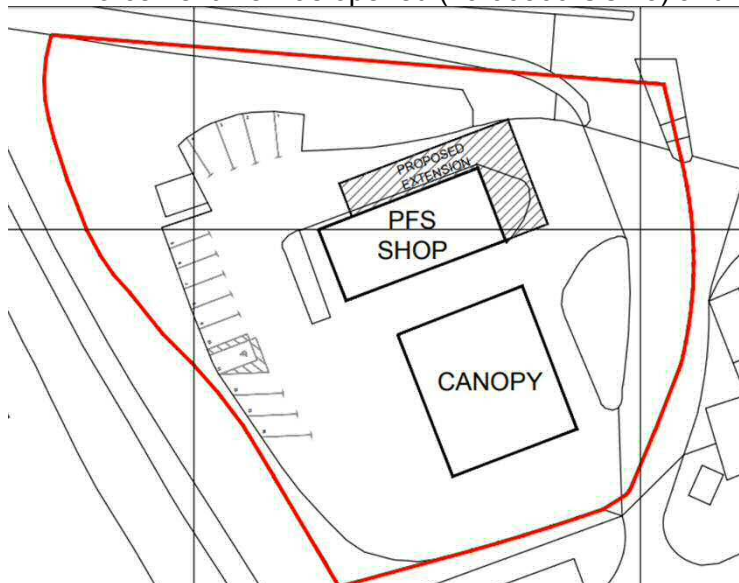
Members declined to make a response at the 25th November meeting and asked for further information as follows: "Members would like further information on parking provision (including accommodation for commercial drivers taking a statutory break); lighting levels (parking and signage) as the site is adjacent to the bypass; opening hours, if different to the petrol station; a response from Environmental Health, as there was no detail of the bakery area – were staff expected to use the toilet facilities in the public area?"

They would also like reassurance that the toilet is fully accessible for disabled customers; and the incorporation of grey water reuse and solar panels."

Members noted that the number of parking spaces was to remain at 15, but the Statement supplied made no mention of HGV parking, nor did it address any of the other queries. Furthermore, work was on-going on the site. Members noted that the applicants claimed to operate many such convenience sites, and should therefore be aware of the standard planning process and wait for a decision before starting work, let alone carrying on after the application had been submitted, presumably on the assumption that permission would be granted.

Enforcement would be informed that work was being done in advance of planning permission.

An Enforcement file was opened (19/00560/CON3) and work on the site has ceased.



The new documents comprise

- A revised site plan marking car parking bays along the western (10, including one disabled bay) and northern (4) edges;
- An email from the agent, confirming there will be no parking for commercial vehicles (there is none currently); no change to the lighting levels; the bypass side of the extension has no windows, so no light spill; the bakery is likely to close before 6pm, long before the filling station; staff will use the existing toilet facilities as now, and a new disabled-accessible toilet will be added for customers;

Highways' response has also been added to the site (4th June), which indicates the parking plan (which the officer requested) is satisfactory, and lists two standard conditions for the approval.

11. 20/01240/APP 5 The Villas, Stratford Road, MK18 1NY
Single storey side extension
Davis



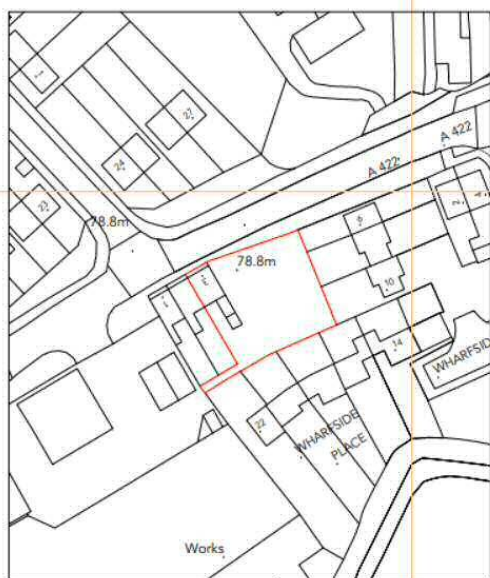
The red line marks the property boundary

At the 18th May meeting Members responded: *Members noted that conditions attached to previous applications for this site had not yet been implemented, most notably the matching decorative panel on the bay window of No3 over the archway (also noted by the Planning Inspector for 16/03784; ¶3) and the landscaping, and that the garage was unusable as such because of the considerable height difference between its floor and the gravelled yard, contrary to ¶16 of the Inspector's Report. The feeling of the meeting was that these should be remedied before any new applications were considered. Note was also taken that the previous building works had required delivery vehicles to park on the Stratford Road (A422) opposite the junction with Addington Road (at the time a two-way junction) causing a considerable obstruction – because the archway is not high enough to permit even a van through into the parking court.*

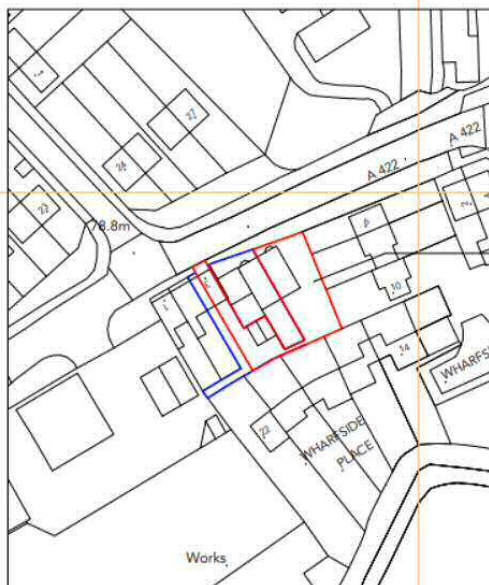
*The application was also opposed on the grounds of overdevelopment of an already crowded site; proximity to neighbours (not well shown on the drawings); effect on the flood plain (the whole site from 1 The Villas/22 Wharfside Place to 6/8/10 Wharfside Place was flooded in 2007, leading to the FFL of Nos 4 & 5 being raised considerably above the existing ground level) as this sizeable extension will cause displacement of flood waters into neighbouring properties; the lean-to design is out of character with the existing dwellings, affecting the street scene on a principal entrance to the town. It was **AGREED** by the Committee to request the application be called in.*

Since this meeting, Cllr. Whyte has called the application in, and also reports that an Enforcement file has been opened (ref 20/00255/CON3).

Amendments (note that the previous versions are not retained on the website document list) – the revision panel on each notes “Location plan alt/dim[ension]s alt”. The only drawing with dimensions on is #06. Drawing 04: Site Location inset - The red line (site boundary for this application) has been amended and the blue line (other land in the applicant's ownership or control) added; also the outlines of Nos 4 and 5 have been added (always useful to have the host dwelling shown for an extension application) and the two parking spaces allocated to these houses. Larger scale drawings show two other parking spaces beside these, plus the two in the 'garage'. Nos 3, 4 and 5 have two bedrooms and the infill flat (No3a) one.



Original



Amended

RED BOUNDARY LINE TAKEN AROUND SITE (NO5) AND INCLUDES SHARED ACCESS UNDER NO3 AND ALLOCATED PARKING TO REAR OF NO3.

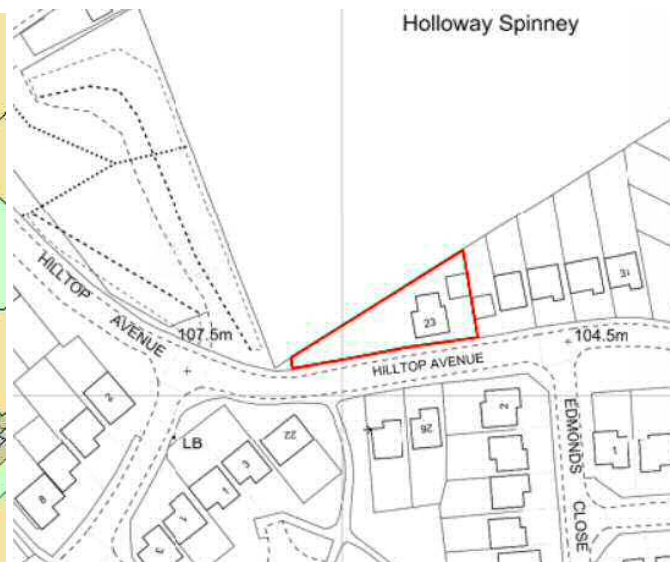
The only change to drawing 05 so far as I can tell is that the grayscale outline of cars in the 'garage' has been darkened to black;

Drawing 06 shows that the width of the extension is unchanged (4.18m) but the length has been reduced from 10.17m to 9.87m by taking the front wall back a foot – the rear wall remains as previously shown.

12. 20/01359/APP 23 Hilltop Avenue, MK18 1YQ

Enlargement of approved external raised decking area, new rear patio and the insertion of a Juliet balcony in north (side) elevation

Ludlow & Wade



Members responded No Objections at the 18th May meeting, when the description line was “Enlargement of approved external raised decking area and new rear patio”. Members also had no objection to the previous application 19/03973/APP (25th November 2019) approved in February, for “Single storey side extension, single storey rear extension, external decking area and associated internal alterations”.

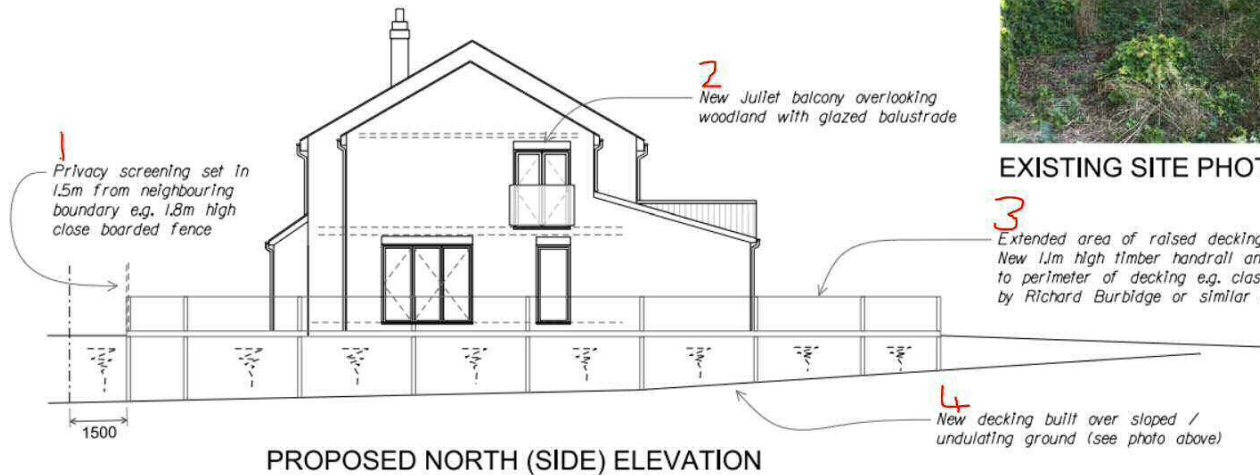
The amendments are:

1. Addition of 1.8m high privacy screening fence between garage and boundary (agreed with neighbour whose back garden is overlooked by new terrace)

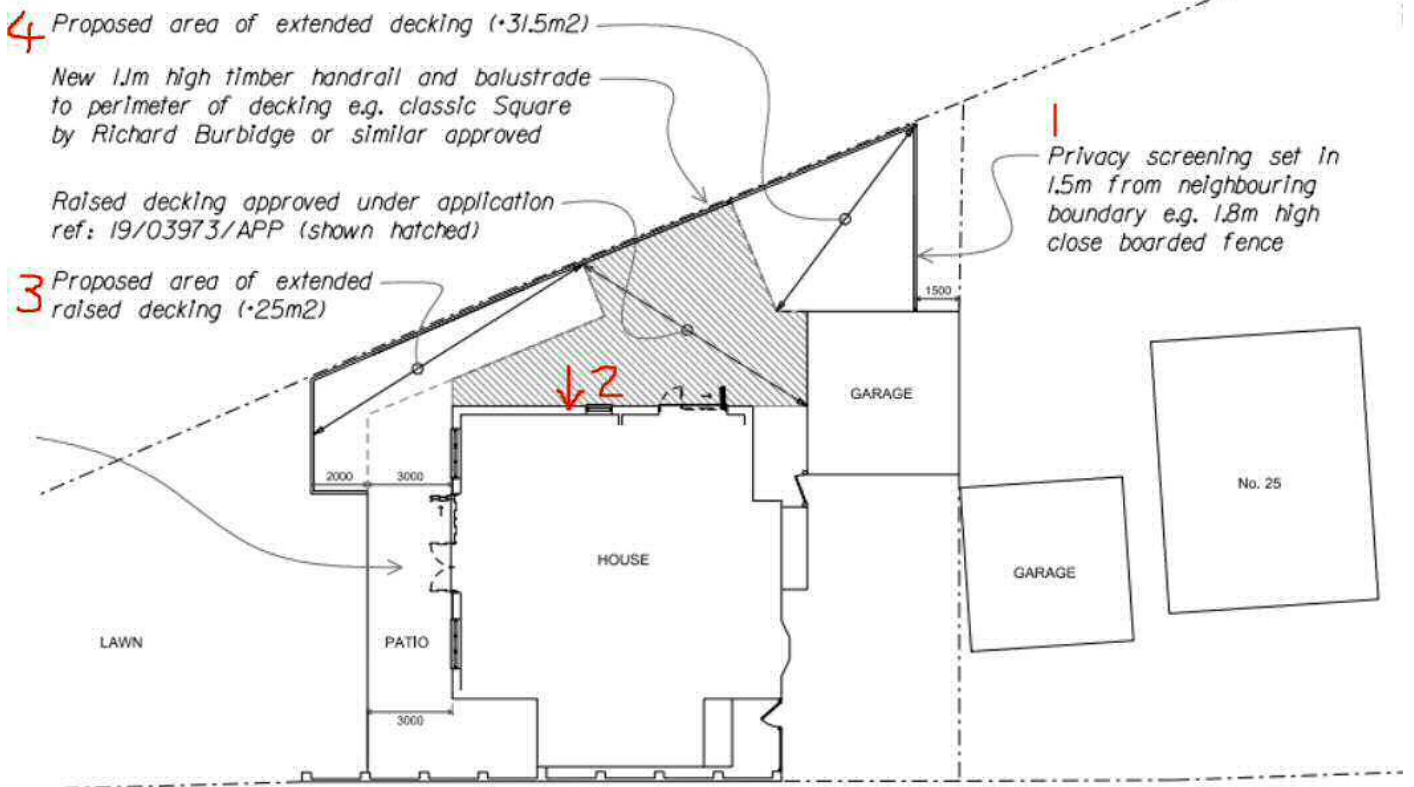
2. New window and Juliet balcony to first floor bedroom 2, overlooking Holloway Spinney. Proposed balcony is glazed and has double doors, see below. It hardly projects from the wall at all
- 3.& 4. A Root Protection Area drawing has been supplied, showing that 5 or 6 of the supports for the extended raised decking will be placed with the RPA of a large oak tree (there is a blanket Protection Order on all of Holloway Spinney's trees).



EXISTING SITE PHOTOGRAPH



Rev B 05/20 Juliet bal
 Rev A 05/20 set in 1.
 23 HILLTOP AVENUE
 BUCKINGHAM MK19 7Y
 FOR ROB LUDLOW & SO
 PROPOSED SIDE E
 1:100@A3 APR
 1 W/2021/19

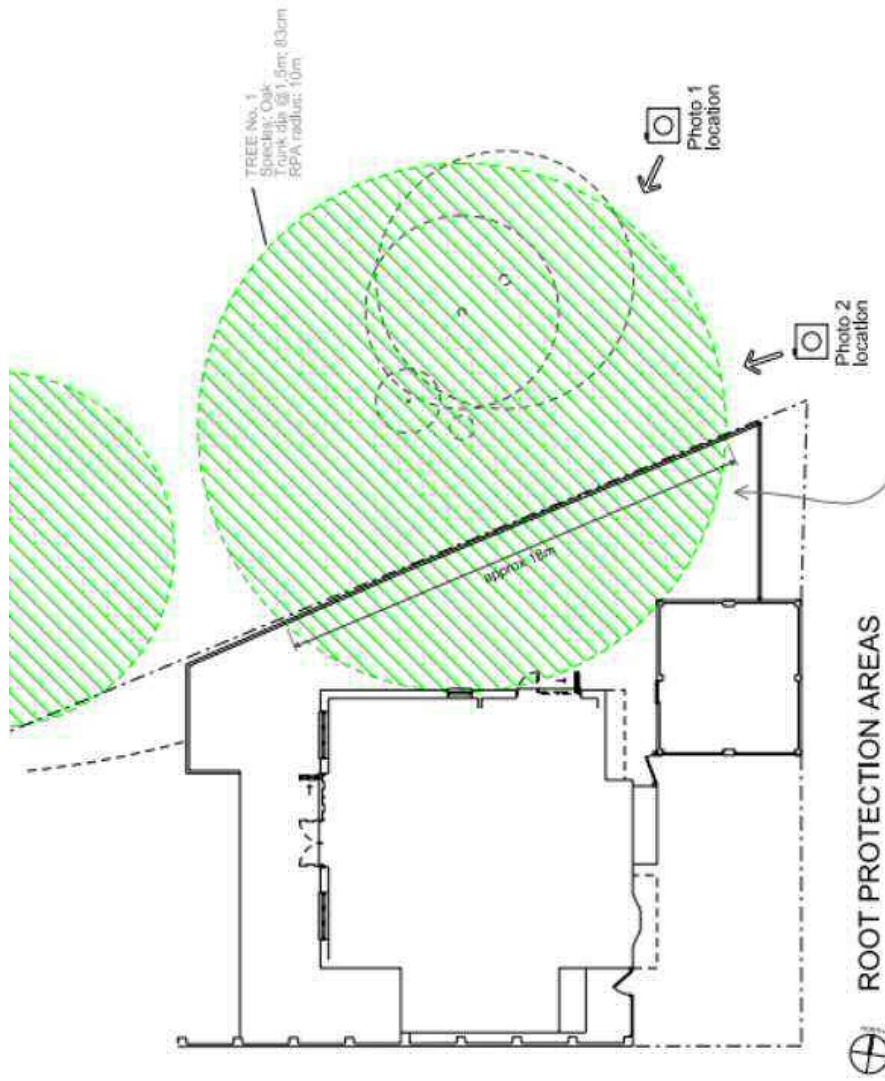


HILLTOP AVENUE

2 New Juliet balcony overlooking woodland with glazed balustrade



3,4 Decking balustrade near trees



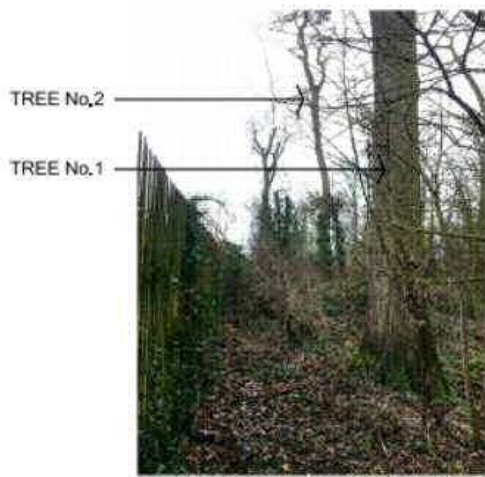


Photo 2 - TREE No.1 and TREE No.2



Photo 1 - TREE No.1 and existing house

KM
16/6/20

Buckinghamshire Council Constitution - Strategic Sites Committee

- 3.4. The Strategic Sites Committee will be comprised of 12 members.
- 3.5. The quorum for all meetings of the Strategic Sites Committee will be 7 members or, if different, as detailed in the Strategic Sites Committee Terms of Reference and no business will be transacted if any meeting or part of a meeting is not quorate.
- 3.6. For the Area Planning Committees and the Strategic Sites Committee substitutes will be permitted, provided the substitute has attended the relevant training required in the committee terms of reference and the Planning Protocol. The notice requirements relating to notice of substitutes detailed in Committee Procedure Rule 2.80 above must also be complied with.
- 3.22. The order of speaking and time limits will be as follows:
- a. Area Planning Committees
 - Councillor/Local Member(s) 3 minutes each
 - Parish/Town Council(s) 3 minutes shared
 - Objector(s) 3 minutes shared
 - Supporter(s) 3 minutes shared
 - Agent/Applicant 3 minutes shared

Where speaking times are shared, there is an overall time limit of three minutes in total, not three minutes each. Speakers in the above categories will be encouraged to coordinate with each other so that repetition can be avoided. A speaker may nominate a single spokesperson to speak on their behalf. Members will be permitted to ask the speaker questions/points of clarification based on the points covered in the speakers' presentation and **for the avoidance of doubt** this does not include questions based on matters not addressed by the speaker.
 - b. Strategic Committee
 - Speaking arrangements for the Strategic Sites Committee will be the same as the Area Planning Committees, however, there may be more flexibility applied, dependent upon the nature of the application, at the Chairman's discretion.

Site Visits

- 3.28. Area Planning and Strategic Development Committees may visit sites at the discretion of the chairman prior to the meeting at which the Planning Application is to be considered.