

Minutes of the **PLANNING COMMITTEE** meeting held on Monday, 18th March 2013 at 7.05pm following the Public Session in the Council Chamber, Town Council Offices, Cornwalls Meadow, Buckingham

Present: Cllr. P. Collins
 Cllr. J. Harvey
 Cllr. P. Hirons (Vice Chairman)
 Cllr. M. Smith
 Cllr. Mrs. C. Strain-Clark
 Cllr. R. Stuchbury
 Cllr. M. Try
 Cllr. W. Whyte (Chairman)

Also present: Mr. I. Orton (co-opted member)
 Mr. C. Wayman (Town Clerk)

Minutes: Mrs. K. McElligott

810/12 Apologies for absence

Apologies were received and accepted from Cllr. A. Mahi.

811/12 Declarations of interest

Cllr. Whyte declared a personal interest as a political colleague of the applicant for 13/00420/APP.

812/12 Minutes

The minutes of the Planning Committee Meeting held on Monday 18th February 2013 ratified at the Full Council meeting held on 11th March 2013 were received and accepted. There were no matters arising.

813/12 Buckingham Neighbourhood Development Plan

813.1 To receive and discuss Interim Policies for the BNDP

The Town Clerk explained that these policies were not final, but put down markers generated from the consultations responses to date. They were evidence of the emerging Plan policies, advocating no large developments – only small windfall sites which would have a minimal effect on infrastructure - employment area development with good vehicle access and adequate cycle and pedestrian links, decent landscaping on frontages to major roads, and the maintenance of 35% Affordable Housing.

Members thanked the Town Clerk for his work on the policies, noting that these were interim only and could not be as comprehensive and detailed as the final Plan; nevertheless agreed Council policies should be referenced with a view to eventual inclusion, for example the exclusion scheme for University student housing so their requirements were not included in the scheduled 700 houses.

Proposed by Cllr. Collins, seconded by Cllr. Harvey, and **AGREED** unanimously that the Interim Policies document carry a cover sheet stating that it was to be read in conjunction with existing Town Council agreed policies.

The resulting document was **RECOMMENDED** to the Full Council for adoption.

813.2 To receive a summary of results from the Stakeholders Meeting held on 22nd February 2013 on Town Centre matters.

The Buckingham Society was thanked for its support in providing scribes for each table.

Summary **NOTED.** A Members meeting would be held to collate results (see below, Min 813.6)

813.3 To receive a verbal report from the Town Clerk on the meeting at the University on 6th March 2013

At least 85 people had attended during the day, and Sue Jobbins from CPRE had interviewed staff individually. The survey had been student-orientated and the results had been sent to the University for inclusion on their daily e-mail news sheet. A Wednesday had been a good choice of day, as there were no lectures in the afternoon and students were available apart from those involved in sports matches. The temporary staff member was entering results on to SurveyMonkey (the survey period is until the end of the month).

813.4 To receive and discuss proposed changes to the Neighbourhood Plan boundary

Both Gawcott and Radclive-cum-Chackmore had agreed; Members asked if this meant we could include this land in plot allocation.

The Committee **RECOMMENDED** that the Full Council confirm the extension of the Neighbourhood Plan boundary to include the additional areas as described.

813.5 To receive for information the *Notes on Neighbourhood Planning*, Edition Four, March 2013

Noted. The meeting the Town Clerk was to attend was described on page 2.

813.6 To receive the project plan (emailed to Members the previous week).

The Town Clerk said that the project plan had been worked out in collaboration with CPRE, and if everything ran to time (some over-run times had been included) the Plan would need to be ready 28 weeks before the referendum. It mapped out process and timescale from March to November; the next workshop should discuss sites. 42 possible sites had been identified by AVDC and a further 8 by the Town Council, and these needed to be refined into a number of viable sites; some large areas might be subdivided into separate areas for consideration. Detailed work would need to be done on possible uses for each site – not just housing, and specific reasons logged for accepting or rejecting individual areas. Another workshop would be held to refine options before a consultation event – perhaps a whole day – was held to get resident's views.

The project plan included a landowner/developer forum; the Plan needed to be deliverable. Pressure might be needed to convince developers of the need to develop employment, retail and leisure/sports areas rather than housing. Liaison with AVA would be useful on the employment opportunities.

Members asked about the three Plans that had been accepted: the Town Clerk pointed out that Upper Eden was a very rural area with scattered small settlements, and Exeter St. James part of a city; however they had addressed the student housing question. Thame, being a market town, was similar to Buckingham and he had noted many of the points raised and comments made by the Inspector on its Plan. They had completed the process faster than Buckingham because they had employed consultants to work full-time on it as well as being an earlier Front-runner. There could be disadvantages to a speedy process, residents might feel that they had not been adequately consulted and this could be reflected in the referendum result.

Dates for the next Members workshop would be canvassed for after Easter.

ACTION TOWN CLERK

813.7 To receive a report on sports facilities in the town (circulated with the agenda)

The 2010 AVDC Sports Pitch Strategy document had been declared unrepresentative, and it had been decided that the Town Council would conduct its own research, sending out a questionnaire to 15 local clubs and receiving feedback from 13 organisations; one of the others shared facilities with a respondent. Most

reported an increase in membership, 8 a large increase. Pitches were in use 3 or 4 times a week, and other facilities – such as the all-weather pitch at the Swan Pool – were also used. Pitch wear was a problem, and 1 synthetic pitch was not enough, and looking to the next 20 years a further two would be required. The very successful Ladies Hockey Club based at Stowe at present was looking for upgraded facilities to enable them to play in a higher league, and would like to move into the town area, and similarly BTFC would like suitable accommodation in the town. Cllr. Stuchbury pointed out that Buckingham United had to play in Tingewick. Though the Plan was looking at outdoor spaces, indoor facilities were also important – exercise, dance and yoga were suggested. The swimming pool had no audience space for competitions and galas, nor had the Squash courts. Members pointed out that there might not be a local club for some sports because there were no existing facilities, and it should be asked what other sports should be catered for – such as archery, badminton or BMX. Space for cultural activities and shows should also be considered. The schools had sports fields which might be available for weekend use.

Proposed by Cllr Whyte, seconded by Cllr. Harvey, and **AGREED** that the following clause be inserted into the Town Clerk's **Recommendation**

“That the lack of facilities is addressed in the Buckingham Neighbourhood Development Plan, with the Plan allocating at least 10.4 hectares to extending and providing new sports facilities.

That a meeting is set up with the District Council and Sport England and representatives of the sports clubs involved to take forward an action plan over funding and providing the new facilities.”

at the end of the first paragraph,

... “and considering indoor sport, leisure and cultural facilities.”

The Town Clerk left the meeting

814/12 Action Reports Action Reports

814.1 To receive action reports as per the attached list.

Members agreed the following could be removed as having been dealt with or on the agenda:

753.2 Industrial Park signage;

647.3 CIL;

693.3 Stakeholder meeting; University Master Plan;

756/12 University meeting;

520.2 Village bus;

536.3 Strategic Transport meeting;

696/12 Church Street lamp post (application withdrawn);

698.1 Market Hill;

765.1 Cinema site;

519.4 Tingewick Road sign (has been removed)

Follow-up actions as below were requested:

499.2 Stalls on pavements (TfB to be asked if A-board devolved power could be extended to stalls);

429.1 SFA (DB to be asked if University replied);

536.1 High Street bus stop. Cllr. Smith reported correspondence with AVDC over the new bus stand: to follow up on design and size. BTC had been asked if it would organise regular cleaning of the new stand.

ACTION CLLR. SMITH

761/12 Enforcement (Cllr. Hunter-Watts to be asked if a Member may speak at the meeting)

500.1 "Windsor Park" signs – Cllr. Harvey reported that the developers have been asked to remove the signs

814.2 (693/12) J.Byrne response

Noted. Members asked that Mr. Byrne be briefed with the Interim Policies when accepted by Full Council.

ACTION TOWN CLERK

Proposed by Cllr. Harvey, seconded by Cllr. Stuchbury, that item 13 be taken next. Defeated 4:3.

815/12 Planning Applications

Members are advised that the shaded applications will have the following paragraph added to the response sheet:

In the event of a contrary recommendation from the case officer, Members wish to exercise their option of attending the Development Control meeting to speak to the application.

Minor Amended plans had been received changing the projecting signs from internally illuminated to non-illuminated and these were the plans that were considered

13/00055/AAD & 13/00056/ALB SUPPORT

Lloyds TSB, Market Square, MK18 1NP

Replacement signage comprising three non-illuminated built-up letter fascia signs; two internally illuminated projecting signs; non-illuminated nameplate sign; five illuminated window light strips; internally illuminated ATM header; reverse applied vinyl to front window; and non-illuminated letter box signage

Members asked for confirmation that the 5 window light strips would be internal.

13/00059/APP OPPOSE

The Field, Mount Pleasant Close,
First floor side extension

Members were minded to respond 'No objections' but there was no indication of materials for the proposed balcony.

13/00238/APP SUPPORT

51 Bourton Road

Two storey rear extension

Members felt that the applicants should be supported in their wish to keep their child at home for as long as feasible and in suitable accommodation.

13/00368/APP SUPPORT

Buckingham West End Bowls Club, Brackley Road

Demolition of existing club house building and erection of single storey replacement clubhouse

Support was given subject to compliance with Flood Regulations; concern was also expressed that the disabled toilet opened off the main lounge.

13/00362/APP SUPPORT

15 Cornwalls Centre [*Halibut*]

Change of use [*of ground floor*] from A1 → A3 (restaurant)

Members noted that there were no ground-floor toilets proposed and hoped that the stairlift would be retained to permit disabled access to the upper floor. Too many restaurants in the town had no disabled toilet access.

13/00420/APP
5 Carisbrooke Court
Two storey rear extension

NO OBJECTIONS

13/00426/APP
1 Highlands Road, MK18 1PN
Single storey side and rear extension

NO OBJECTIONS

13/00440/APP

OPPOSE

Manor Farm House, Moreton Road
Continued use of building as mixed use as Childrens Day Nursery and dwelling
*Members noted that the original permission had expired 31/3/11 and that condition 3 (below) had not been complied with. Members would move to **NO OBJECTIONS** if this condition was enforced.*

3) The parking area shown on the revised location plan shall be laid out prior to the commencement of the use hereby permitted and shall thereafter be kept available for use for parking purposes whilst the use hereby permitted takes place.

Reason: To enable vehicles to draw off, and park clear of the access road to minimise danger, obstruction and inconvenience to users of the highway and to accord with policy GP24 of the Aylesbury Vale District Local Plan.

13/00446/APP
2 Silk Close
Erection of conservatory

NO OBJECTIONS

13/00521/APP
2A Page Hill Avenue
Single storey side extension

NO OBJECTIONS

13/00581/APP

SUPPORT

The Oaks, 7 Manor Gardens
Single storey entrance porch and single storey garage extension
Members felt neither the extension nor the porch had a significant effect on the surroundings.

13/00618/AAD

PARTIAL SUPPORT

9 High Street [*Red Chilli*]
Erection of No1 illuminated fascia sign; erection of No1 illuminated wall sign
Members were advised that this is a retrospective application, generated by Enforcement report 12/00520/CON3. Members supported the fascia sign but felt that the wall sign was too large and garish, and over-lit.

The following Additional Information had been received, for information only:
12/02348/APP University, Chandos Road Bldg. Internal refurbishment of building to create new education room and event space. Single storey infill extension and insertion of new side fire escape and new door opening
Additional Information: Existing & Proposed North West elevation drawing omitted from original submission.

Members noted that the decision had been made (below).

The following Minor Amendment had been received, for information only:

12/02823/APP 19 Foxglove Close Conversion of garage to form bed-sitting room (retrospective)

Minor Amendment: Red line amended to show limit of ownership in relation to proposed parking

816/12 Planning Decisions

Approved

12/02348/APP University, Chandos Rd. Refurbishment and infill extension	Support
12/02384/ALB Christs Hospital Almshouses Amendment to 11/00463/ALB	Support
12/02468/APP Benthill Farm Pool house, link to barn; conv. to gym	Support
12/02558/ADP Ph.1J(pt)&1K, Lace Hill Approval of reserved matter, 64 dwellings	Oppose
12/02612/ATP 2 Bostock Court Works to trees	Support
12/02624/ATP 15 Grange Close Remove branches on horsechestnut	Oppose
12/02685/APP Phase 1L, Lace Hill House type subst. on 4 plots	No objections
12/02829/APP 82 Moorhen Way Single storey rear extension	No objections
13/00134/ATC The Old Surgery Works to three beech trees	

Deferred due to lack of information

13/00202/APP Christs Hospital Almshouses Temp. removal of wall, erect shed Support
12/02612/ATP: it was reported that neither the applicant nor AVDC could locate a record of which trees were protected. Mr. Orton to give details to Cllr. Stuchbury for further investigation.
ACTION Mr. ORTON/CLLR. STUCHBURY

Deferred

11/02116/AOP Tingewick Rd. Ind. Est. Application to extend the time limit of 06/03332/AOP
Reason for deferral: as per report (listed below, 8.1)

12/02468/APP Benthill Farm Pool house, conv. barn to home gym	Support
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Reason for deferral: site visit
Site visit report is listed below and decision has been made (above)

12/02558/ADP Ph.1J(pt)&1K, Lace Hill Approval of reserved matters, 64 dwellings	Oppose
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Reason for deferral: as per report

Noted. Members asked that a column be added to the above showing the Officer's recommended decision.

817/12 Reports to Development Control

Reports had been received for the following applications, and were available in the office

817.1 Strategic Development Control

11/02116/AOP Tingewick Road Industrial Estate
Application to extend the time limit of application 06/03332/AOP
Concern was expressed at the significant drop in the proposed number of Affordable Houses.

817.2 Development Control

12/02468/APP Benthill Farm
Erection of pool house and link extension to barn to be converted to home gym (private use)
12/02468/APP Benthill Farm
Report of site visit

12/02384/ALB Christs Hospital Almshouses, Market Hill
Amendment 11/00463/ALB - Two storey rear extension and single storey side extension and demolition of existing flat roof extension and installation of wrought steel railings and gates - comprising part removal and reinstatement of boundary wall, internal alterations, additional door to front elevation and alteration to fenestration on side.

13/00202/APP Christs Hospital Almshouses, Market Hill

Temporary removal of small section of low level boundary wall reinstate after development. Temporary hoarding around development site. Removal of part of internal wall. Erection of storage shed

Noted.

Members decided to take item 13 next:

818/12 Any other planning matters

To receive and discuss a verbal report from Cllr. Stuchbury on a matter raised at AVDC Full Council 27/2/13 as follows:

Agenda Item 10, Appendix E – para. 2.6 (Recommendation) that the automatic trigger for any Parish Council representations on planning applications which are contrary to the officers recommendation to be reported to Committee be amended so that it only applies where in its response the Parish Council confirms that they will attend the meeting of the Committee to speak.

Planning News from Bulletin 10/13 (6 March) was attached to the agenda, and a letter with fuller details from Mrs. Kitchen, a message from AVALC & response from Great Horwood PC circulated at the meeting.

Cllr Stuchbury reported paragraphs 2.5 and 2.7 were related*, that this was a political matter, and an amendment that it be consulted on had been defeated. He was concerned that the expanded information indicated that should Councillors or the Clerk of a Council not be available, they could appoint a representative, who would not be accountable nor even necessarily represent the Council's views adequately. No cost analysis of the savings had been included. He felt the following questions should be asked:

- How much will the new arrangement save the District Council?
- Where the desire for the change had come from: was it to make meetings more efficient? The previous system had worked well enough.
- Certainly the relevant District Councillor could speak for the Parish/Town Council – but was not bound by the Parish Council's response

Members discussed how a 'civilian' representative could be guaranteed to represent the Council's views when they were not bound by the Code of Conduct, and the point at which a response should be declared worthy of defence/cost of attendance. The short time (maximum Friday receipt of report → following Wednesday notification of speaker) was inadequate for Members with busy diaries or family/work commitments.

The training session offered should be carried out before the decision was implemented. The projected date would be sought.

Members decided that all responses except 'No objections' would be confirmed as 'Member attending to speak' even if the option was not in fact taken up.

ACTION PLANNING CLERK

* these are appended to the Minutes for Members' information.

Due to time restrictions the following were postponed to the next meeting:

819/12 Enforcement

- 819.1 (761.1) Report to District Councillors
- 819.2 February Enforcement Bulletin for Buckingham North and South
- 819.3 To receive the updated list

820/12 Transport

- 819.1 Transport Strategy meeting
- 819.2 Signs around the bypass
- 819.3 To receive for information DfT Traffic Advisory Leaflet 01/13
- 819.4 To receive for information an Advertiser newspaper cutting about sign clutter.

821/12 Community Infrastructure Levy

Notes of a meeting with AVDC officers held on 28th February 2013.

822/12 Planning statistics for 2012

823/12 Correspondence

(759/12; 11/02724/APP Moreton Road Appeal decision)

To receive an email from John Byrne on AVDC's challenge to the appeal decision.

824/12 News releases

825/12 Chairman's items for information

819/12 Enforcement

819.4 To report any new breaches

819.4.1 Cllr. Hirons reported the yellow security shutters installed on the building behind the New Inn (1 Ford Street). The building is not Listed, but it is in the Conservation Area.

ACTION PLANNING CLERK

819.4.2 Cllr. Whyte outlined the on-going correspondence about the quantity of tree-felling on the bypass associated with the new roundabout position and dualling works. Only the drawings related to on-site landscaping had been seen by this Council – none of the off-site s278 drawings - and so it was impossible to tell if the works were as specified or excessive. Members would also like to know whether replacement planting was scheduled and what species and size had been required, as much of the timber removed had formed a noise and pollution barrier for the housing. It also appeared that AVDC's tree officer had not been consulted.

ACTION PLANNING CLERK

826/12 Date of the next meeting:

Monday 8th April 2013 following the Interim Council.

Meeting closed at 10.03pm

Chairman..... Date.....

Minute 818/12 Additional information - Changes to Planning Arrangements:

Excerpt from the agenda for AVDC Full Council 27/2/13:
Agenda Item 10, Appendix E

REVIEW OF POLITICAL MANAGEMENT ARRANGEMENTS

**Councillor Cartwright
Leader of the Council**

2 Recommendations

[2.1 – 2.4 were not related to planning matters]

2.5 That the requirement for prior consultation with the Chairman of the Committee (or in the Chairman's absence, the Vice-Chairman) in cases where third party representations are received on planning applications which are contrary to the recommendation made by officers, be deleted.

2.6 That the automatic trigger for any Parish Council representations on planning applications which are contrary to the officers recommendation to be reported to Committee be amended so that it only applies where in its response the Parish Council confirms that they will attend the meeting of the Committee to speak.

2.7 That the Head of Planning be required to consult the relevant Chairman (or in the Chairman's absence, the Vice-Chairman) on exercising delegated powers where any Parish Council representations on a planning application are received which are contrary to the officers recommendation.

2.8 That the new arrangements consequent upon recommendations 2.5 -2.7 be reviewed after a period of 6 months.

2.9 That the following powers be delegated to the Head of Planning:-

- To determine applications for certificates of lawful development under Section 191 (existing use or development) and Section 192 (Proposed Use or Development) of the Town and Country Planning Act 1990, notwithstanding that representations have been received that are contrary to the recommendation made by officers and notwithstanding any request received from a Member that the application be referred to the appropriate Development Control Committee for consideration.