



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, BUCKINGHAM CENTRE,  
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Town Clerk: Mr. P. Hodson

Wednesday, 13 January 2021

PLANNING  
COMMITTEE

Councillor,

You are summoned to a meeting of the **Planning Committee** of Buckingham Town Council to be held on Monday 18<sup>th</sup> January 2021 at 7pm online via Zoom, Meeting ID 871 2899 7691.

Residents are very welcome to ask questions or speak to Councillors about any matter relevant to the meeting at the start of the meeting in the usual way. Please email [office@buckingham-tc.gov.uk](mailto:office@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/UC89BUTwVpjAOEIdSlfcZC9Q/>

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.

Buckingham



Twinned with Mouvaux, France;



Neukirchen Vluyn, Germany



*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.*

### 3. Minutes

To receive the minutes of the Planning Committee Meeting held on Monday 21<sup>st</sup> December 2020 to be put before the Full Council meeting to be held on 25<sup>th</sup> January 2021.

**Circulated with this agenda**

### 4. Buckingham Neighbourhood Plan/Vale of Aylesbury Plan

4.1 Consultation on Main Modifications (started on 15<sup>th</sup> December, runs until 9<sup>th</sup> February 2021). The link is <https://aylesburyvaledc.oc2.uk/document/9>

A summary of the principal points to note is attached.

[Appendix A](#)

### 5. Action Reports

5.1 To receive action reports as per the attached list.

[Appendix B](#)

5.2 (922.3) To receive a verbal report from Cllr. Harvey on his Walnut Drive Fol request

### 6. Planning Applications

For Member's information the next scheduled Buckinghamshire Council – North Buckinghamshire Planning Area Committee meetings are on Wednesday 10<sup>th</sup> February and 10 March 2021 at 2.30pm. Strategic Sites Committee meetings are the following day at 2pm.

Additional information has been provided by the Clerk

[Appendix C](#)

To consider a response to planning applications received from Buckinghamshire Council and whether to request a call-in

- |                 |  |
|-----------------|--|
| 1. 20/03281/ALB | TJ's, 4 Market Square, MK18 1NJ<br>Installation of an extractor flue to the rear with associated internal alterations of the ground floor unit<br><i>Sayar</i> |
|-----------------|--|

- |                 |  |
|-----------------|--|
| 2. 20/04331/APP | 3 Pine Close, MK18 1QA<br>Single storey side extension<br><i>Dix</i> |
|-----------------|--|

#### **Amended plans**

- |                 |   |
|-----------------|---|
| 3. 19/00902/ADP | Land adjacent 73 Moreton Road<br>Approval of Reserved Matters pursuant to outline permission 15/04106/AOP for appearance, landscaping, layout and scale of a residential development of 13 dwellings<br><i>M A Healy Ltd.</i> |
|-----------------|---|

#### **Not for consultation**

- |                 |   |
|-----------------|---|
| 4. 21/00046/ATP | Dawn Rise, Avenue Road, M K18 1QA<br>T1 - Sycamore - Remove Epicormic growth from the lower stem.<br>Remove two lower left hand Limbs.<br>T2 Horse Chestnut - Remove Epicormic growth from the lower stem.<br>Remove three lower right hand Limbs.<br>Both T1 and T2 are to increase light into the lower end of the garden.<br><i>Taylor</i> |
|-----------------|---|

## 7. Planning Decisions

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

### Approved

Application	Site address	Proposal	BTC response
20/03873/AAD	17 Osier Way	2 elevation signs	No objections

### Not for consultation

#### Approved

Application	Site address	Proposal	BTC response
20/03839/ATP	Bernardines Way	Crown lift oak on open space area	No objections
20/04214/ATC	51 Well Street	Pollard willow to c10-11m	No objections

## 8. Buckinghamshire Council Members

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

(*follow-up to 925.2 – report of meeting on 15<sup>th</sup> December 2020*)

8.1.1 To receive for information a copy of the slides from this meeting

[Appendix D](#)

8.1.2 To receive for information a copy of the Q&A from this meeting

[Appendix E](#)

To receive other documents circulated with the above

8.1.3 Planning Application Call-in Process Note – latest update

[Appendix F](#)

8.1.4 Planning Environment Management Structure

[Appendix G](#)

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

8.3 An updated list of undecided **OPPOSE & ATTEND** applications and call-ins, is attached for information

[Appendix H](#)

## 9. Buckinghamshire Council Committee meetings

9.1 N.Bucks Area Planning Committee (13<sup>th</sup> January 2021) *No Buckingham applications*

9.2 Strategic Sites Committee (14<sup>th</sup> January 2021) *Cancelled*

## 10. Consultation

To receive and discuss a response to the Government consultation on Supporting Housing Delivery and public service infrastructure (response date 28<sup>th</sup> January 2021). The summary of the questions (which was also attached to the December agenda for Members' convenience) is attached.

[Appendix I](#)

and a note from the Clerk

[Appendix J](#)

The link to the consultation document is:

<https://www.gov.uk/government/news/fast-track-for-public-services-new-planning-reforms-to-speed-up-delivery-of-schools-and-hospitals>

## 11. Enforcement

To report any new breaches

## 12. Applications to fell trees

An updated list is attached for information.

[Appendix K](#)

**13. Matters to report**

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

**14. Chairman's items for information**

**15. Date of the next meeting:** Monday 1<sup>st</sup> February 2021 at 7pm

To Planning Committee:

Cllr. M. Cole JP (Vice Chairman)  
Cllr. G. Collins (Town Mayor)  
Cllr. J. Harvey  
Cllr. P. Hiron  
Cllr. A. Mahi  
Cllr. Mrs. L. O'Donoghue (Chairman)

Cllr. A. Ralph  
Cllr. R. Stuchbury  
Cllr. M. Try

Mrs. C. Cumming (co-opted member)

## VALP Further Main Modifications consultation December 2020

A lot of the modifications are due to the Plan having over-run its implementation dates, and new dates having to be inserted

Some are required to bring the document into line with the new Use Classifications brought in on 1<sup>st</sup> September

~~Deleted~~     Added or substituted

The following are due to revised housing land supply data:

FMM001	Whole plan	Update all references of total VALP housing development from 30,233 to 30,134
FMM002	Whole plan	Update total housing growth in Aylesbury from 16,586 to 16,207
FMM003	Whole plan	Update total housing growth in <b>Buckingham</b> from 2,166 to 2,177
FMM004	Whole plan	Update total housing growth in Haddenham from 1,032 to 1,082
FMM005	Whole plan	Update total housing growth in Wendover/ Halton Camp from 1,132 to 1,142
FMM006	Whole plan	Update total housing growth in Winslow from 897 to 870
FMM007	Whole plan	Update total housing growth in north east Aylesbury Vale to 3,356
FMM008	Whole plan	Update total housing growth in larger villages from 2,271 to 2,408
FMM009	Whole plan	Update total housing growth in medium villages from 1,282 to 1,423
FMM010	Whole plan	Update total housing growth in smaller villages and other settlements from 617 to 709
FMM011	Whole plan	Update remaining windfall allowance figure from 888 to 760
FMM012	Whole plan	Update references to buffer on housing requirement from 5.7% to 5.4%
FMM013	Site allocation policies and supporting text	Update periods for expected time of delivery from 2018-2023 and 2023-2033 to 2020-2025 and 2025-2033

## Other changes

Was.....Is now.....

FMM055	4.107	This Plan allocates just one site beyond the neighbourhood plans' expectations/ allocations, at Haddenham and Winslow, specifically north of Rosemary Lane at Haddenham (at least 269 homes) and east of the B4033 at Winslow (at least 315), and allocates two further sites at <b>Buckingham</b> , reflecting it being the second most sustainable settlement in the district, specifically Moreton Road at Buckingham (130 homes) and land off Osier Way, south of A421 and east of Gawcott Road (420 homes).	This Plan allocates just one site beyond the neighbourhood plans' expectations/ allocations, at Haddenham and Winslow, specifically north of Rosemary Lane at Haddenham (at least <del>269</del> <u>273</u> homes) and east of the B4033 at Winslow (at least 315), and allocates two further sites at <b>Buckingham</b> , reflecting it being the second most sustainable settlement in the district, specifically Moreton Road at Buckingham (130 homes) and land off Osier Way, south of A421 and east of Gawcott Road (420 homes).
FMM059	<b>Policy BUC043 (Moreton Road Phase III)</b>	<b>Expected time of delivery</b> No homes to be delivered 2018-2023 and 130 homes to be delivered 2024-2033 Site-specific Requirements	<b>Expected time of delivery</b> <del>No</del> <u>110</u> homes to be delivered 2018-2023- <u>2020-2025</u> and <del>130</del> <u>20</u> homes to be delivered <u>2024-2033</u> <u>2025-2033</u> Site-specific Requirements

		Criterion j - A foul water strategy is required to be submitted to and approved in writing by the council	Criterion j - A foul water strategy is required to be submitted to and approved in writing by the council <u>following consultation with the water and sewerage undertaker.</u>
FMM060	D-BUC046 Land off Osier Way (south of A421 and east of Gawcott Road)	<b>Expected time of delivery</b> 150 homes to be delivered 2018-2023 and 270 homes from to be delivered 2024-2033	<b>Expected time of delivery</b> <del>150</del> <u>130</u> homes to be delivered 2018- <del>2023</del> <u>2020-2025</u> and <del>270</del> <u>290</u> homes from to be delivered 2024- <del>2033</del> <u>2025-2033</u>
FMM067	4.146	Medium villages are moderately well served with services and facilities and can therefore be considered to be reasonably sustainable villages. As set out in Policies S2 and S3, medium villages will provide a total of 1,282 new homes between 2013 and 2033. Those sites that already have planning permission (as at 2017/18) and homes already built in the period 2013-2018 are included in the total to be provided.	Medium villages are moderately well served with services and facilities and can therefore be considered to be reasonably sustainable villages. As set out in Policies S2 and S3, medium villages will provide a total of <del>1,282</del> <u>1,423</u> new homes between 2013 and 2033. Those sites that already have planning permission (as at <del>2017/18</del> <u>2019/20</u> ) and homes already built in the period 2013- <del>2018</del> <u>2020</u> are included in the total to be provided.
FMM068	4.148	Allocations are therefore made at the following medium villages: • Cuddington (23) • Ickford (30) • <u>Maids Moreton (170)</u> • Marsh Gibbon (9) • Newton Longville (17) • Quainton (37)	Allocations are therefore made at the following medium villages: • Cuddington (23) • Ickford (30) • <u>Maids Moreton (170)</u> • <del>Marsh Gibbon (9)</del> • Newton Longville (17) • Quainton (37)
FMM072	Policy D-MMO006 Land east of Walnut Drive and west of Fosgate Road	<b>Expected time of delivery</b> 105 homes to be delivered 2018-2023 and 65 homes to be delivered 2023-2033 a. Provision of 170 dwellings at a density that takes account of the adjacent settlement character and identity and the edge of countryside location	<b>Expected time of delivery</b> <del>105</del> <u>65</u> homes to be delivered 2018- <del>2023</del> <u>2020-2025</u> and <del>65</del> <u>105</u> homes to be delivered <del>2023-2033</del> <u>2025-2033</u> a. Provision of <u>at least</u> 170 dwellings at a density that takes account of the adjacent settlement character and identity and the edge of countryside location <u>Note that the planning application description and the s106 agreement both say "up to 170 dwellings"</u>
FMM077	D3 Proposals for nonallocated sites at <u>strategic settlements</u> , larger villages and	*the existing developed footprint is defined as 'the continuous built form of the village, and excludes individual buildings and groups of dispersed buildings. The exclusion covers former agricultural barns that have been converted, agricultural buildings and	*the existing developed footprint is defined as 'the continuous built form of the village <u>settlement</u> , and <u>generally</u> excludes <u>remote</u> individual buildings and groups of dispersed buildings. The exclusion covers former agricultural barns that have been converted, agricultural buildings <u>(but does not preclude permitted</u>

	medium villages	associated land on the edge of the village and gardens, paddocks and other undeveloped land within the curtilage of buildings on the edge of the settlement where the land relates more to the surrounding countryside than to the built-up area of the village.	<u>development for converting agricultural buildings to residential – Town and Country Planning (General Permitted Development) (England) Order 2015 as amended – Class Q)</u> and associated land on the edge of the <u>village settlement</u> and gardens, paddocks and other undeveloped land within the curtilage of buildings on the edge of the settlement where the land relates more to the surrounding countryside than to the built-up area of the <u>village settlement</u>
FMM085	Policy E5 Development outside town centres	<p><b>E5 Development outside town centres</b></p> <p>Proposals for main town centre uses that do not comprise small scale rural development and are not within defined town centres will undergo the following sequential test:</p> <p>Main town centre uses should primarily be located within defined town centres. If no suitable sites are available within defined town centres, main town centre uses should be located in edge of defined town centre locations. Only when no suitable sites are available in edge of defined town centre locations will out of town centre sites be considered. When considering edge of centre and out of centre proposals, preference should be given to accessible sites that are well connected to the town centre. In assessing suitability, factors such as viability, town centre vitality and availability should be considered. In addition to the above sequential test, proposals for retail and leisure, including extensions, on sites not allocated in plans and located outside defined town centres will be granted subject to compliance with all the following criteria:</p> <p>a. The proposal would not have a significant adverse impact on the vitality and viability of the defined town centres, either as an individual development or cumulatively with similar existing or proposed developments. An impact assessment submitted with the application if the proposal is likely to only affect the Aylesbury town centre and the proposal is 1,500</p>	<p><b>E5 Development outside town centres</b></p> <p>Proposals for main town centre uses that do not comprise small scale rural development and are not within defined town centres will undergo the following sequential test:</p> <p>Main town centre uses should primarily be located within defined town centres. If no suitable sites are available within defined town centres, main town centre uses should be located in edge of defined town centre locations. Only when no suitable sites are available in edge of defined town centre locations will out of town centre sites be considered. When considering edge of centre and out of <del>town</del> centre proposals, preference should be given to accessible sites that are well connected to the town centre. In assessing suitability, factors such as viability, town centre vitality and availability should be considered.</p> <p>In addition to the above sequential test, proposals for retail and leisure, including extensions, on sites not allocated in plans and located outside defined town centres will be granted <del>subject to compliance with all the following criteria:</del> <u>if the proposal would not have a significant adverse impact on the vitality and viability of the defined town centres, either as an individual development or cumulatively with similar existing or proposed developments. An impact assessment submitted with the application if the proposal is likely to only affect the Aylesbury town centre and the proposal is 1,500 square metres or more, or, If the proposal is</u></p>

		<p>square metres or more, or, If the proposal is likely to affect any other defined town centre, and the proposal is 400 square metres or more will assist the council in making this assessment;</p> <p>b. The proposal does not have a significant adverse impact on existing, committed and planned public and/or private investment in a centre or centres in the catchment area of the proposal either as an individual development or cumulatively with similar existing or proposed developments.</p>	<p><u>likely to affect any other defined town centre, and the proposal is 400 square metres or more will assist the council in making this assessment.</u></p> <p><del>a. The proposal would not have a significant adverse impact on the vitality and viability of the defined town centres, either as an individual development or cumulatively with similar existing or proposed developments. An impact assessment submitted with the application if the proposal is likely to only affect the Aylesbury town centre and the proposal is 1,500 square metres or more, or, If the proposal is likely to affect any other defined town centre, and the proposal is 400 square metres or more will assist the council in making this assessment;</del></p> <p><del>b. The proposal does not have a significant adverse impact on existing, committed and planned public and/or private investment in a centre or centres in the catchment area of the proposal either as an individual development or cumulatively with similar existing or proposed developments.</del></p>
FMM086	New sub title and paragraphs to be inserted after 6.25	NA	<p><b><u>Use class E and main town centre uses</u></b></p> <p><u>6.26. The NPPF (2012) sets out that town centres are areas that are predominantly occupied by main town centre uses. Main town centre uses are defined to include the following: retail development (including warehouse clubs and factory outlet centres); leisure, entertainment facilities the more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, night-clubs, casinos, health and fitness centres, indoor bowling centres, and bingo halls); offices; and arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).</u></p> <p><u>6.27. Amendments to the Town and Country Planning (Use Classes) Order 1987 (as amended) (“the Use Classes Order”) were made on 1 September 2020. These amendments revoked the previously existing Use Classes A1 (shops), A2 (financial and professional</u></p>



			<p>services), A3 (restaurants and cafés), B1 (business), D1 (non-residential institutions) and D2 (assembly and leisure), and replaced them (either partially or wholly) with a new Class E (commercial, business and service). 6.28. There is overlap between uses in Class E and main town centre uses. The following uses within Class E are considered to constitute main town centre uses: E(a), E(b), E(e) and E(g)(i).</p> <p>The following uses within Class E may be considered main town centre uses depending on the specifics of the use: E(c)(iii) and E(d). Uses that fall within E(c)(i), E(c)(ii), E(f), E(g)(ii) and E(g)(iii) are not considered main town centre uses</p>
FMM103	Policy I4 Flooding	<p><b>Flood risk assessments</b></p> <p>d. provide level-for-level floodplain compensation and volume-for-volume compensation unless a justified reason has been submitted and agreed which may justify other forms of compensation</p> <p>e. ensure no increase in flood risk on site or harm to third parties and ensure there will be no increase in surface water discharge rates or volumes during storm events up to and including the 1 in 100 year storm event, with an allowance for climate change (the design storm event)</p> <p><b>Sustainable drainage systems (SuDS)</b></p> <p>m. Ensure development layouts are informed by drainage strategies incorporating SuDS</p>	<p><b>Flood risk assessments</b></p> <p>d. provide level-for-level floodplain compensation and volume-for-volume compensation, <u>up to the 1% annual probability (1 in 100) flood extent with an appropriate allowance for climate change</u>, unless a justified reason has been submitted and agreed which may justify other forms of compensation</p> <p>e. ensure no increase in flood risk on site or <del>harm to third parties</del> elsewhere, such as <u>downstream or upstream receptors, existing development and/or adjacent land</u>, and ensure there will be no increase in <u>fluvial and</u> surface water discharge rates or volumes during storm events up to and including the 1 in 100 year storm event,</p> <p><i>Add additional criterion after 'k':</i></p> <p><u>l. include detailed modelling of any ordinary watercourses within or adjacent to the site, where appropriate, to define in detail the area at risk of flooding and model the effect of climate change</u></p> <p><i>Change following criteria references from 'l-v' to 'm-w'</i></p> <p><b>Sustainable drainage systems (SuDS)</b></p> <p><u>All development proposals must adhere to the advice in the latest version of the SFRA and will:</u></p> <p><u>m.n. Ensure development layouts are informed by drainage strategies incorporating SuDS and complete site specific ground investigations to gain a more local understanding of</u></p>

		<p><b>Climate change</b></p> <p>v. Compensation flood storage would need to be provided for any land-raising within the 1 in 100 plus appropriate climate change flood event</p>	<p><u>groundwater flood risk and inform the design of sustainable drainage components</u></p> <p><b>Climate change</b></p> <p>v.w. Compensation flood storage would need to be provided for <u>the built footprint as well as</u> any land-raising within the 1 in 100 plus appropriate climate change flood event. <u>This compensation would need to be demonstrated within a Flood Risk Assessment (FRA).</u></p>
FMM104	Glossary	<p>Defined Town Centres – A locally designated area which defines the extent of a town centre. The defined town centres of Aylesbury Vale are located in Aylesbury, <b>Buckingham</b>, Winslow and Wendover respectively. The extent of the defined town centres are specified on the policies maps</p>	<p>Defined Town Centres – A locally designated area which defines the extent of a town centre. The defined town centres of Aylesbury Vale are located in Aylesbury, <b>Buckingham</b>, Winslow and Wendover respectively. The extents of the defined town centres are specified on the policies maps. <u>The Buckingham town centre extent is based on the town centre boundary in the made Buckingham Neighbourhood Development Plan. The Winslow town centre extent is based on the Central Shopping Area extent in the Winslow Neighbourhood Plan. The Wendover town centre extent is based on the defined Central Shopping Area in the Aylesbury Vale District Local Plan (2004).</u></p>
FMM106	Appendix B Parking Standards	<p><i>Inserted Appendix B Parking Standards</i></p>	<p><i>Update Appendix B to include changes to reflect amended use class order and modify space standards in line with Buckinghamshire Countywide Parking Guidance (2015). Modified appendix included at the end of this document.</i></p>

Table 16 Protected and supported transport schemes

Settlement	Evidence Base	Required Works Mitigation Measures	Delivery Partner	Indicative Cost	Delivery Mechanism /Funding	Anticipated Date /timescales	Status
<a href="#">Buckingham</a>	<a href="#">Buckingham</a> Transport Strategy	<a href="#">Buckingham</a> Route upgrades on A421 and A413 – Route upgrade on the A421 and A413 to dual – 2 lane standard (between Radcliffe Road roundabout and A421/A413 roundabout (east))	Developers		Developer contributions and grant funding		
<a href="#">Buckingham</a>	<a href="#">Buckingham</a> Transport Strategy	<a href="#">Buckingham</a> Left turn slip at A422/A413/Stratford Road roundabout	Developers	£1.0m-£1.5m	Developer contributions	Medium term – 2018–2023	Necessary
<a href="#">Buckingham</a>	<a href="#">Buckingham</a> Transport Strategy-	<a href="#">Buckingham</a> Town-wide cycle network improvement	BCG, AVDC, Sustrans	£1.3m	Developer contributions	Incremental implementation	Necessary
<a href="#">Buckingham</a>	<a href="#">Buckingham</a> Transport Strategy-	<a href="#">Buckingham</a> to Silverstone Park cycle route	BCG, AVDC, Sustrans	£3m	Developer contributions	-s106 obligation to be met – must be completed Stage 1 65,000 sqm occupation All – by 158,000 sqm occupation	Necessary
	<a href="#">Buckingham</a> Transport Strategy-	A413 <a href="#">Buckingham</a> Road	Developers	TBC	Developer	Long term by 2033	Necessary
		Improvements			contributions		ry
	<a href="#">Winslow</a>						
<a href="#">Buckingham</a>	<a href="#">Buckingham</a> Transport Strategy-	Infrastructure to facilitate increase in bus frequency to Winslow Station	BCG, Bus operators, EWR Alliance	<£5m	Operators – possible commercial service	Medium term by 2022	Necessary
	<a href="#">Edge of mk</a>						
<a href="#">Edge of MK (North East Aylesbury Vale)</a>	Buckinghamshire County Model	New roundabout access on A421 to serve Shenley Park and subject to more detailed traffic modelling possible dualling between new access and Bottledump roundabout and link road through the site connecting the A421 with H6 and/or H7	MK, BCG, developers	£TBC	Developer contributions	Long term by 2033 tbc	Necessary

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## Regular actions

Minute	Actions	Minute	News Releases	Date of appearance
923/20	9 via Parish Channel 4 via email to file within date and then formal responses via Parish Liaison 1Trees via Comments tab	856/20	Conservation of trees in town - National Tree Planting Week (combined with release from Tree subgroup & Environment C'ttee)	

## Other actions

Subject	Minute	Form	Rating √ = done	Response received
<b>Buckinghamshire Council</b>				
Tingewick Rd roundabout signage	308/20	Contact Highways re previously reported sign damage etc. not yet repaired	√	Sign repaired
	723.3	Suggest 'New Road Markings' warning sign	√	
	762.1/20	Ask for 'Cemetery' to be covered until operational and warning of new road markings	√	See agenda 5.2
	848.2	'New Road Layout' is permissible, so ask for it to be installed	√	
	922.1	Response to taping over sign	√	Cllr. Cole reports 'Cemetery' has been taped over S.Essam (23/12/20) Insofar as the current Councillors requests are concerned; 1. I have made a few enquiries regarding the black tape on the 'Cemetery' text on the sign face and it seems that this could well have been provided by the site contractor, as I did ask that they looked into ways of doing this. I am a little concerned that by simply applying tape to the sign face, that damage may occur when the tape is removed, so I have told them to investigate an alternative, less damaging, solution. 2. It is true that 'New Road Layout' is a permitted variant for the sign face to diagram 7014 but, as the changes have been in place for a while now and any new signs are likely to take some weeks to be delivered and erected, I do not believe that a great deal will be achieved by installing them, so cannot agree to them being installed.
Moreton Rd	304/20	Ask about survey	√	

## ACTION LIST

## Appendix B

Subject	Minute	Form	Rating √ = done	Response received
Temp Crossing				
Town & Parish Charter	722/20	<b>Town Clerk</b> to circulate when available		
Walnut Drive	851/20	Request to be involved in s106 consultations <b>Town Clerk</b> to query Strategic Sites Committee not North Bucks Area Committee <b>Cllr Harvey</b> to report back on Fol result	√	<b>Agenda 5.2</b>
Planning policy	852.2	<b>Town Clerk</b> to ask about revisions to policy		
Constitution consultation	925.2	<b>Town Clerk</b> to ask about time-frame		
<b>Call-in requests</b>				
Call-ins	766/20	20/03092 & 03439 – CC 20/03387 – WW 20/03494 – HM 20/03602 – CC	√	HM is looking into parking aspect
	852.3	20/03677 – SC & CC 20/03840 – WW 20/03950 – RS	√	Accepted Accepted
	925.4	20/04044 – TM 20/04127 – HM 20/04249 – HM 20/02511 (amended) - CC	√	
<b>Enforcement reports and queries</b>				
Page Hill	857/20	Unauthorised encroachment onto public land? <b>Cllr. O'Donoghue</b> to obtain addresses		
Well St. bollard	857/20	Replacement of 'temporary' (Feb.20) bollard	√	
<b>Neighbourhood Plan Review</b>				

Subject	Minute	Form	Rating √ = done	Response received
Knowledge Arc	847/20	<b>Town Clerk</b> to ask BC re withdrawal from Arc		<p>Response received from Buckinghamshire Council:            “A decision was taken by Buckinghamshire Council and the Buckinghamshire Local Enterprise Partnership to withdraw from the Oxford to Cambridge Arc ‘Leaders Group’ as it was felt that future decisions on housing and economic development could be imposed upon the county by the Arc Leaders Group. The Leaders Group has made decisions to create a Spatial Strategy for the Arc geography and to move to majority voting, and the Council considered that this would mean key decisions for Buckinghamshire could in future be made by a majority vote of those from as far away as the Fenlands or Corby.</p> <p>As part of a press release confirming this decision, Cllr Martin Tett said ‘As a new unitary council, Buckinghamshire wishes to be in control of its own future economic development and housing decisions, rather than potentially have these imposed upon it by votes from other areas as far away as Corby and the Fenlands.            ‘We also wish to support our businesses develop opportunities wherever they occur, rather than be confined within an artificial geography such as the arc. We wish the very best to those councils who wish to remain within the ARC Leaders Group, and we will continue to cooperate with them on a case by case basis’”.</p>
Trees	856/20	<b>Town Clerk</b> to investigate other NP policies on trees		Reviewed other neighbourhood plans for items related to trees and a detailed note is being provided to the neighbourhood design team.
<b>Other:</b>				
Surgery applications	40/20 762.1/20	<b>Town Clerk</b> to investigate whether North End and Verney Close surgeries can be designated Community Assets <b>Environment Committee</b> to set up meeting with Swan Practice		<del>Town Clerk's report at agenda 5.3</del> Verbal update agenda 5.1
Signage for Pegasus crossing	208.1	Report signs for ‘new’ crossing	√	
Bypass river		Report further deterioration	√	

## ACTION LIST

## Appendix B

Subject	Minute	Form	Rating √ = done	Response received
bridge				
Lace Hill Health Centre	247/20 299.2	1. Check s106 status 2. <b>Town Clerk</b> to warn practice about use-by date Get answer in plain English	√ √	See agenda 6.2 (17/8/20)
S106 use	247/20	<b>Town Clerk</b> to check with other Districts re Sport & Leisure projects	√	
Litter	723.4	<b>All Members</b> to encourage public to act		
HGV routes	724.2	Obtain maps used in presentation		E-W Rail received; HS2 awaited
Estate agent signs	762.1	Summerhouse Hill – write to all 4 agents	√	
Station House	924.1	Send add'l comments to Inspectorate	√	Receipt acknowledged
Vehicle parked on roundabout	930/20	Send previous reports to Cllr. Stuchbury		

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## PLANNING COMMITTEE

MONDAY 18th JANUARY 2021

Contact Officer: Mrs. K. McElligott, Planning Clerk

## Additional information on Planning Applications

1. **20/03281/ALB** TJ's, 4 Market Square, MK18 1NJ  
Installation of an extractor flue to the rear with associated internal alterations of the ground floor unit  
Sayar



1	86/02045/AAD	<a href="#">ILLUMINATED SHOP FASCIA AND HANGING SIGNS</a>	Refused
2	86/02046/APP	<a href="#">ALTERATIONS TO SHOP FRONT</a>	Refused
3	86/02047/ALB		
4	99/02483/AAD	<a href="#">Non-illuminated replacement fascia sign</a>	Approved
5	99/02485/ALB		
6	08/02634/ALB	<a href="#">Replacement signage and repainting shopfront (Retrospective)</a>	Approved
7	08/02635/AAD		
8	20/03092/APP	<a href="#">Change of use of ground floor A1 unit to A3 and Installation of an</a>	Pending
9	20/03281/ALB	<a href="#">extract flue to the rear of the ground floor unit</a>	Considerati
10	20/03439/AAD		on

*This is the parallel Listed Building application which should have accompanied 20/03092/APP (Change of use of ground floor A1 unit to A3 and installation of an extract flue to the rear of the ground floor unit) and 20/03439/AAD (Erection of a fascia sign) reviewed at the 2<sup>nd</sup> November meeting. It appears to have been judged invalid on submission, which explains the out-of-sequence application number.*

*At the November meeting Members' agreed to Oppose, commenting*

*"Members supported the Heritage Officer's comments, especially with reference to the proposed flue – which could well be sited on the rear of the building, which is cluttered already. This would make the flue shorter, it would not have to cross the whole width of the restaurant, and make access for maintenance easier. A darker finish would not be so obtrusive.*

*Members would like the wide single door retained as well.*

*The proposed layout is not wheelchair-friendly – tables block access to the toilet.*

*The Conclusion to the Planning Statement appears to refer to another application entirely, unless a canopy is proposed but not shown on the drawings; and shelves on the pavement are inappropriate –*

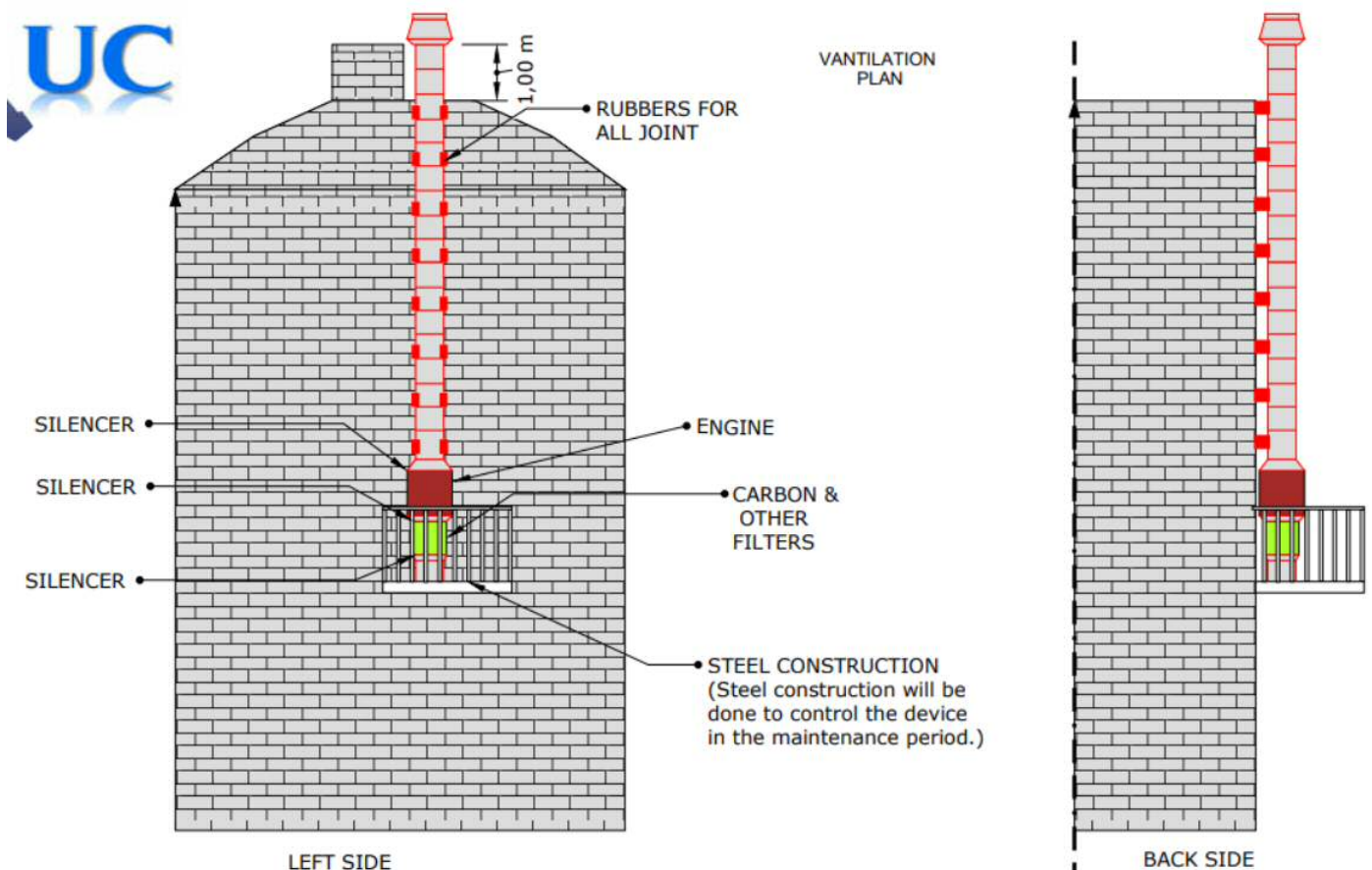
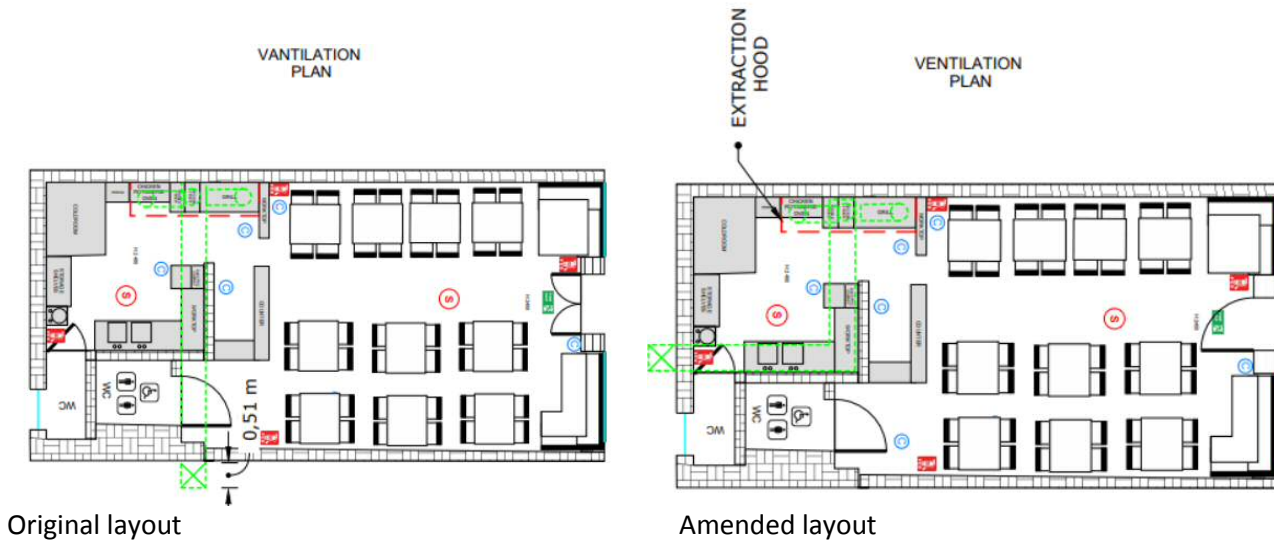
and out of the question in this location.

The HO's comments on the signage and strip lighting were also noted."

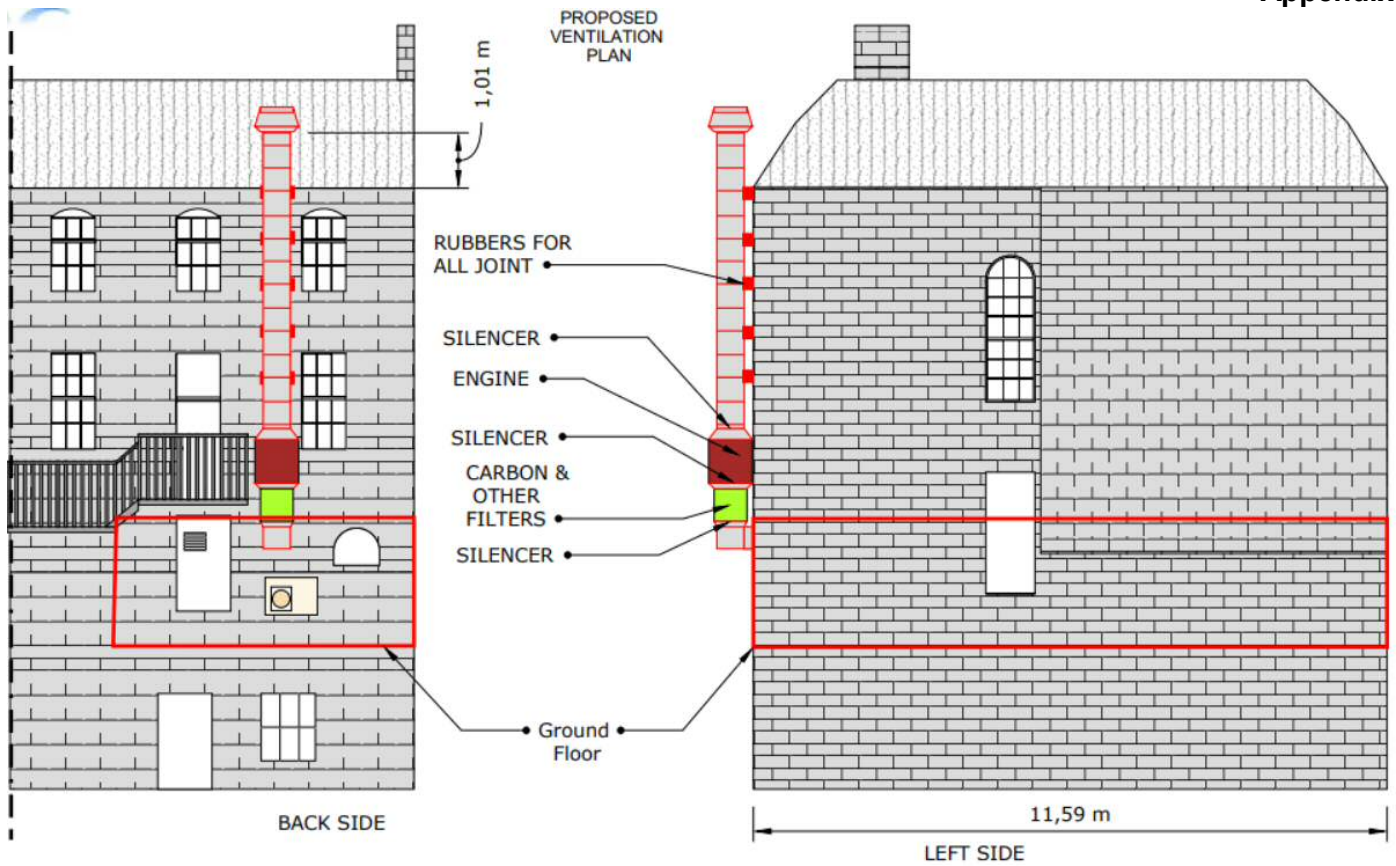
The following documents were added to the file after our meeting, but not advised for consultation:

(11/11/20) Floorplan and rear and side elevations revised to show the vent being directed to the rear wall instead of the side wall; the front door as single (as existing) rather than double; fascia in cursive font;

(18/11/20) "Mechanical Delivery File" containing technical details of the ventilation duct and apparatus.



Original rear and side elevations



Amended side and rear proposal

EXISTING FRONT ELEVATION PLAN

PROPOSED FRONT ELEVATION PLAN



Original fascia drawing





Revised fascia proposal

The HO's comments on 20/03092/APP (2<sup>nd</sup> December) included the following:

"A valid Listed Building Consent (LBC) application will be required before the application can be determined. This was highlighted in earlier comments and it is noted that the submitted LBC under application number 20/03281/ALB remains invalid. Can the Case Officer and applicant please ensure that all required information is submitted to get this validated."

And

*"The drawings submitted, whilst indicative, are not a faithful representation of the buildings elevations and require much more detail to enable any amended proposal to be assessed in terms of heritage impact. None of the heritage features are illustrated in the shop front elevation and the shop is drawn with double doors rather than the single door seen on site, and none of the existing openings are shown in the side elevation."*

And

*"It is felt that an alternative location should be explored for the flue installation. ... 'Further details (dimensions / materiality/ noise pollution / and other specifications) of any proposed flue and associated units will also be required.'"*

And listed, as the conclusion

"Further information and amendments to include:

- A valid Listed Building Consent Application
- improved drawings package
- Exploration of alternative solutions and justification of the final proposal in respect of the flue
- Details of any propose remedial works to the rear of the LB
- Consideration and proposals in relation to concerns raised regarding the shopfront - signage, lighting and repairs etc."

The documents on the website for this application are identical to those presumably submitted for the original, invalid, application: the drawings – floor layout, elevations and signage – are the originals as above, when one might have expected the amended versions to be submitted for the delayed validation; the Planning Statement still refers (¶7, final page) to a canopy, and shelves on the pavement; the Heritage Statement still refers to the premises as being in Winslow Conservation Area (¶s 1 & 4) and even minor errors have not been corrected (Market Road, Markham Close). The details requested by the HO in

December are still lacking, and – unsurprisingly – her 5<sup>th</sup> January response to this application reiterates the last four bullet points in the conclusion listed above.

2. **20/04331/APP** 3 Pine Close, Avenue Road, MK18 1HQ  
Single storey side extension  
*Dix*



Existing extension from Manor Gardens, December 2020



TPO'd tree area in green

The site is the former dwelling and garden of Pine Lodge on the corner of Avenue Road and Manor Gardens in Maids Moreton (the parish boundary runs up the middle of Avenue Road). Four substantial detached houses with double garages were built on this plot about 15 years ago, the original plan being amended to bring the houses further into the site away from the northwest boundary, and rearranging the first floor layout of the two rear houses so that the garage roof space was turned into an en-suite and dressing room to match that of the two front houses (which have 5 bedrooms). The house as currently seen is as-built. Trees along the southeast boundary are remnants of Maids Moreton Avenue and many are Protected, and there is a hedge boundary along this side and along the opposite side dividing the plots from the public footpath to Moreton Grange. The southwest boundary is a standard-height closeboard fence.

The proposal is to replace the existing single storey 'side' extension (actually to the rear of the building, facing southwest; technically a side wall because of the way the front door faces) which forms a bay projection on the kitchen, with a similar square bay, the same width but about 2½ times longer, with its doors in the sides rather than facing the garden. Materials to match the existing house.

## Planning History (not tree works)

1	03/02897/APP	Demolition of existing bungalow and erection of 4 dwellings	Approved
2	05/01549/APP	Erection of 4 dwellings with garaging (amendment to 03/02897/APP)	Approved
3	20/04331/APP	Single storey side extension	Pending Consideration



Front Elevation



Front Elevation with proposed extension

Existing:

Proposed: bricks, tiles, doors and windows to match existing



Side Elevation



Side Elevation with proposed extension

(Facing to south-west; the opposite side side elevation: no change)



Rear Elevation



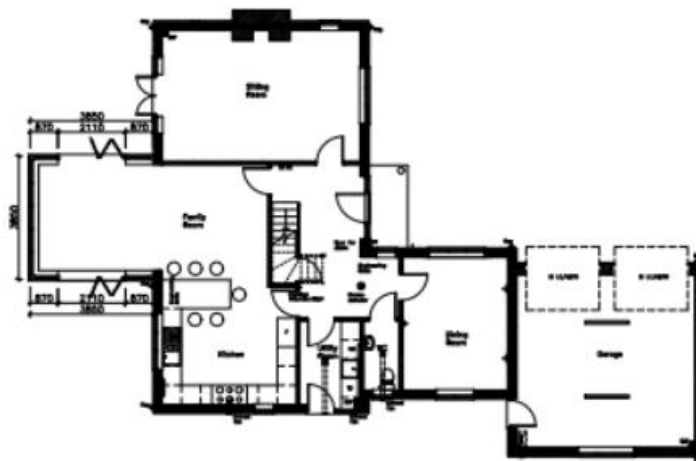
Rear Elevation with proposed extension





Ground Floor Plan

Existing



Ground Floor Plan

Proposed



First Floor Plan



First Floor Plan

## Amended plans

3. **19/00902/ADP** Land adjacent 73 Moreton Road  
Approval of Reserved Matters pursuant to outline permission 15/04106/AOP for appearance, landscaping, layout and scale of a residential development of 13 dwellings  
*M A Healy Ltd.*



Order Number	1991 No. 31
Date of Order	17/7/1991
Date Confirmed	26/9/1991
Details of Trees	G1 Group including 4 Cupressus G2 Group including 4 Cupressus and 2 Ash





Site frontage with Protected trees. The access will come through the gap between the two groups



Existing verge above proposed access  
(top of Addington Road on right)  
To accommodate the new footpath



Existing retaining wall below proposed access (Brae Lodge is white building)

The site is the 'rough ground' on Moreton Road above Brae (not Bree as on the drawings) Lodge, the white house that comes right up to the road edge, and opposite the Old Police Station and Addington Terrace. There is no access from Moreton Road currently; one is proposed through the gap in the belt of trees (some



Protected, see above right) and steep bank on to Moreton Road. (Photos below). The western part of the site is reasonably level, and this is where the housing is, with individual drives giving onto an almost straight close. The curve of the lower part of the road is suitable for large vehicles such as bin lorries, and there is a turning head at the far end.

The main amendment is to remodel this access road and the retaining works for the bank each side of it; this has required the loss of one house (the first on the left as you enter the site). The remaining house of the pair which formed Plots 1 & 2 has been changed to a different design and now resembles that on the new Plot 12, opposite. *[Note that this is what the majority of drawings imply; there is a separate, different, design on some drawings; clarification has been sought]*. Many of the amended drawings are simply to accommodate to the new layout, with no other changes. Six of the houses have a single garage; Highways have asked for these to have internal dimensions of 3m x 6m. The other six houses do not have a garage. All houses have driveway parking (coloured yellow on the site plans below). The Police Advisor is not yet happy with the security of the design.

In addition, the new footpath along the Moreton Road from the access point will eat into the existing bank, necessitating sheet piling to retain the remainder in place; and this is continued round the north side of the access road within the site. The southern side of the access road is to be retained by stepped gabions (wire cages filled with stones). Rear garden boundaries are to be close-board fencing except where there is an existing hedge; along the road south of the access the fences are at the top of the bank. The gardens of plots 2 & 3 are split-level with the lower level reached by steps.

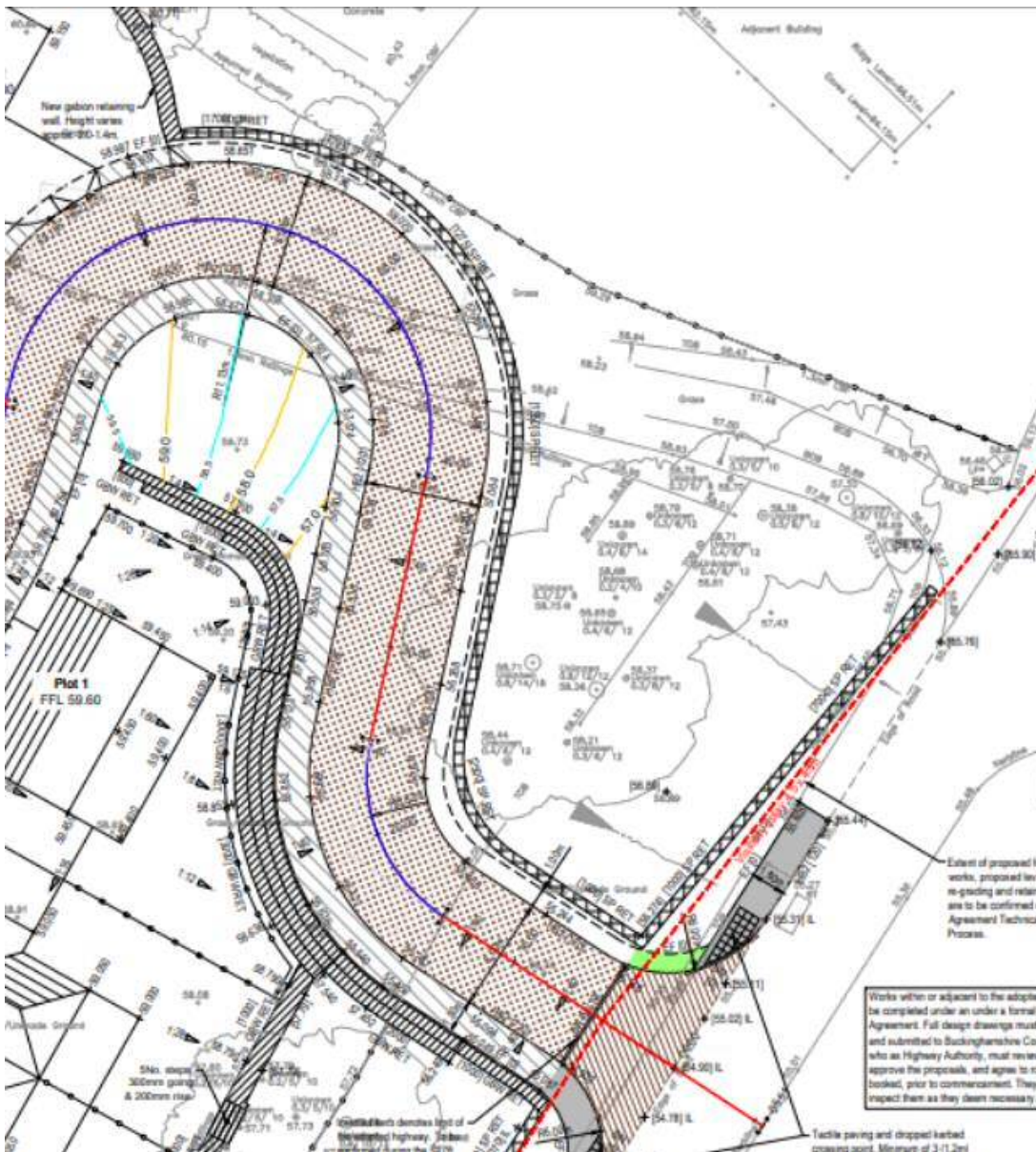
The changes in house sizes are:

Ground floor	1 <sup>st</sup> floor	Garage?	Original	Amended
Combined sitting/dining/kitchen room	2 bed, 1 bath		3	2
Combined sitting/dining/kitchen room	3 bed, 1 bath		3	4
Kitchen/diner, utility, study, sitting room with fireplace & chimney	4 bed, 2 bath	√	5	4
Kitchen/diner, utility, study, family room, sitting room with fireplace & chimney	4 bed, 2 bath	√	1	1
	4 bed 3 bath	√	1	1

35% of 12 houses is 4.2 (was 4.55 for 13); there is no document yet from Affordable Housing to say whether this will be rounded up or down.









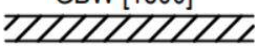
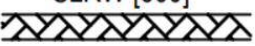



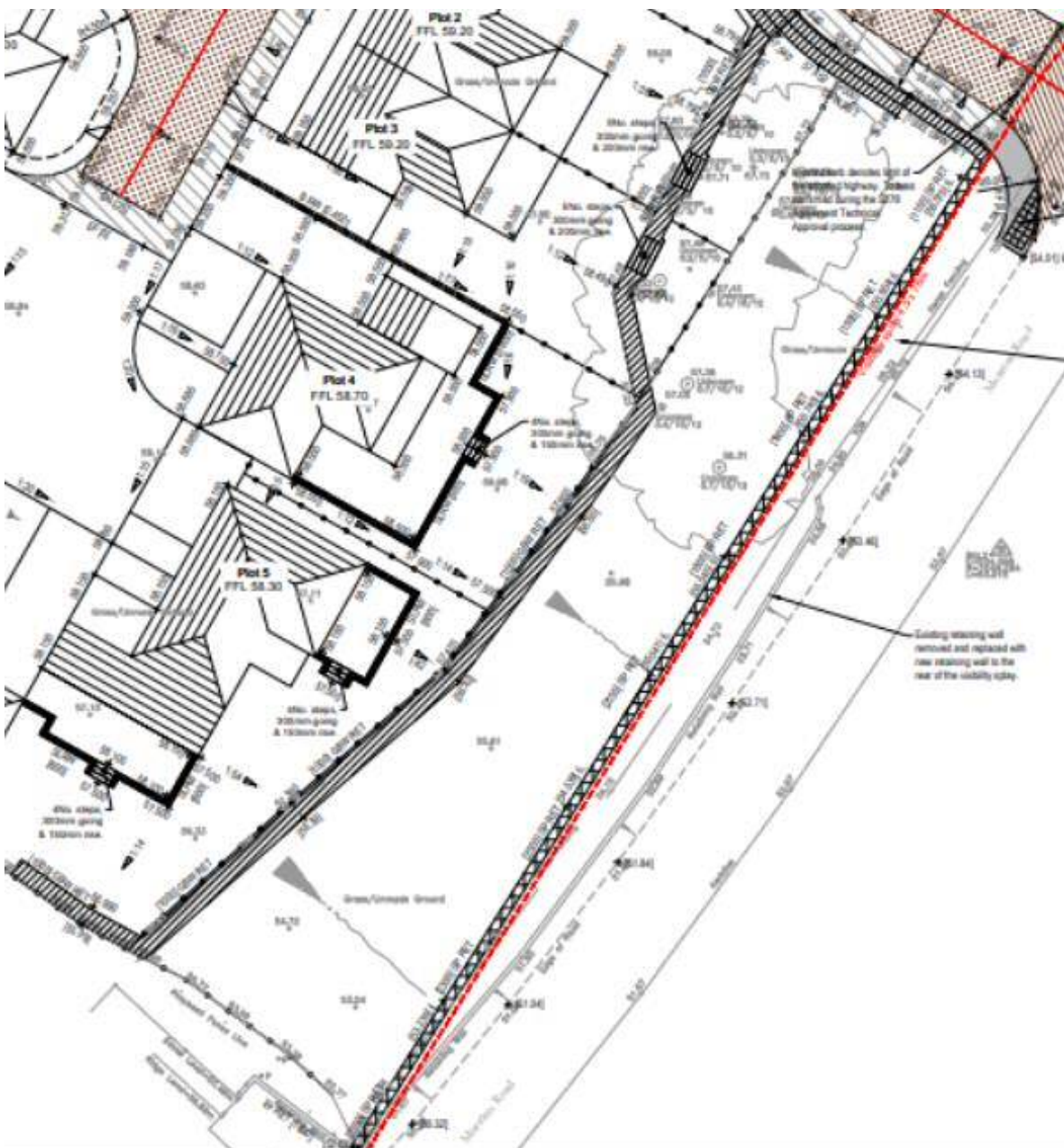


Note steps ↑ and ↑fence to lower garden

Access road with retention measure details (north of access)

	Impermeable Bituminous carriageway construction built to NHBC Standards and capable of accommodating a Refuse Vehicle.	Internal to site
	Impermeable Bituminous footpath / vehicle crossover construction built to Buckinghamshire County Council (BCC) adoptable standards, (to be agreed with BCC).	Internal to site
	Adopted Impermeable Bituminous carriageway construction, built to Buckinghamshire County Council (BCC) adoptable standards, (to be agreed with BCC).	
	Impermeable Bituminous footpath construction, built to Buckinghamshire County Council (BCC) adoptable standards, (to be agreed with BCC).	Moreton Road access point only

<p>[2000] SP RW</p> 	<p>Sheet Piled Retaining wall [Denotes approximate height], to specialist suppliers design &amp; details</p>
<p>BRW [600]</p> 	<p>Brickwork Retaining wall [Denotes approximate height]</p>
<p>GBW [1500]</p> 	<p>Gabion Basket Retaining wall [Denotes approximate height], to specialist suppliers design &amp; details</p>
<p>SLRW [600]</p> 	<p>Timber Sleeper Retaining Wall [Denotes approximate height], to specialist suppliers design &amp; details</p>
	<p>Graded bank. Unless annotated otherwise the gradient shall be 1:3 max.</p>

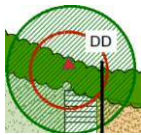
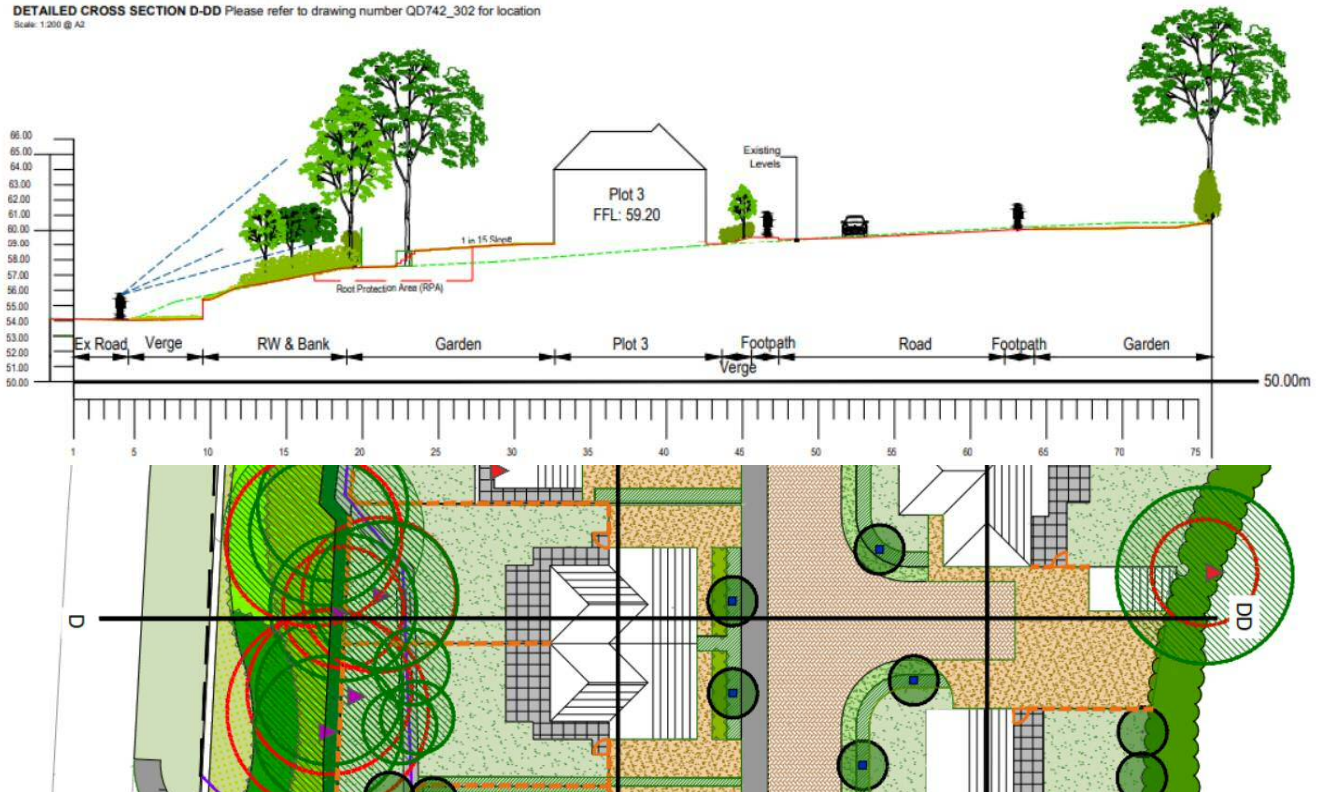


Access road and landscaping with retention measure details (south of access)



Cross sections are included with the revised drawings; the strip of plan has been rotated to match the section:

**DETAILED CROSS SECTION D-DD** Please refer to drawing number QD742\_302 for location  
Scale: 1:200 @ A2



tree to be retained



new tree

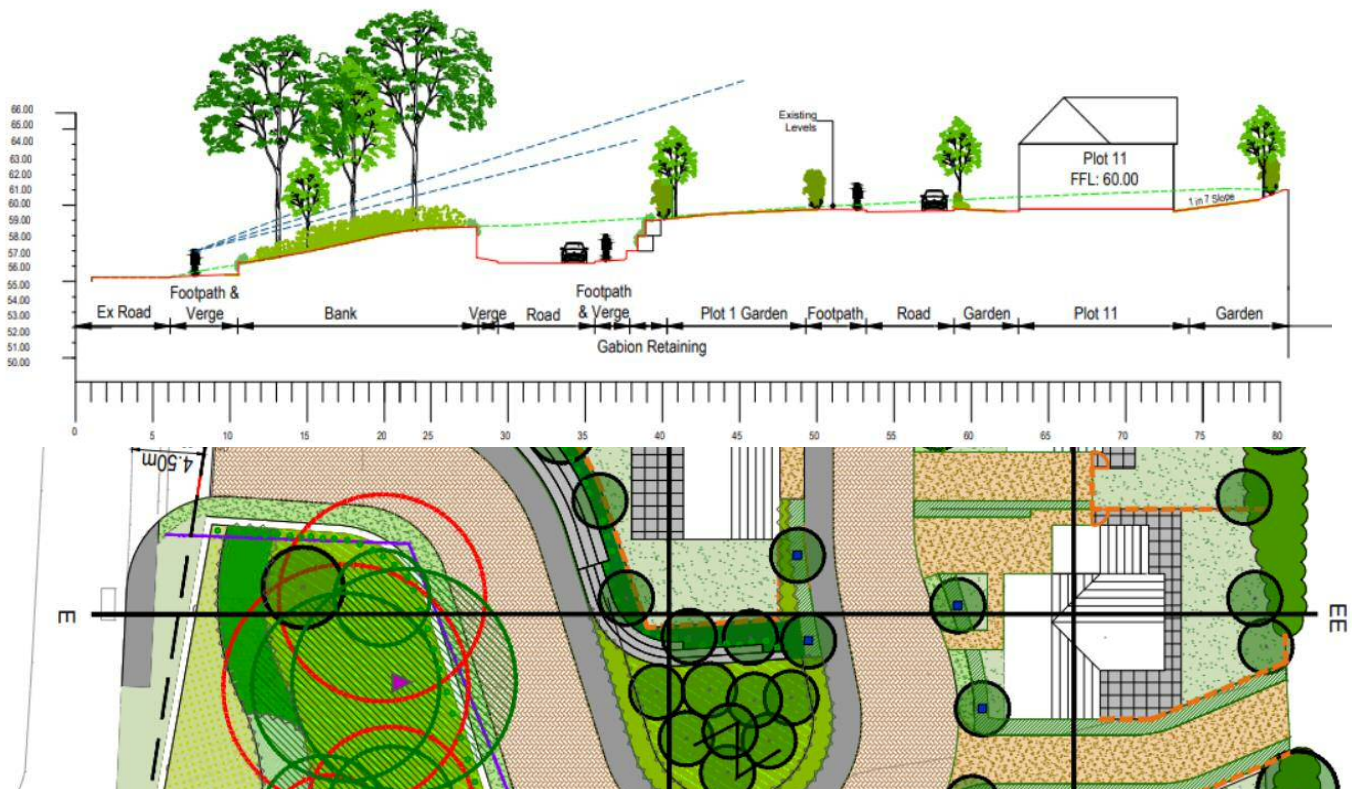


closeboard fence



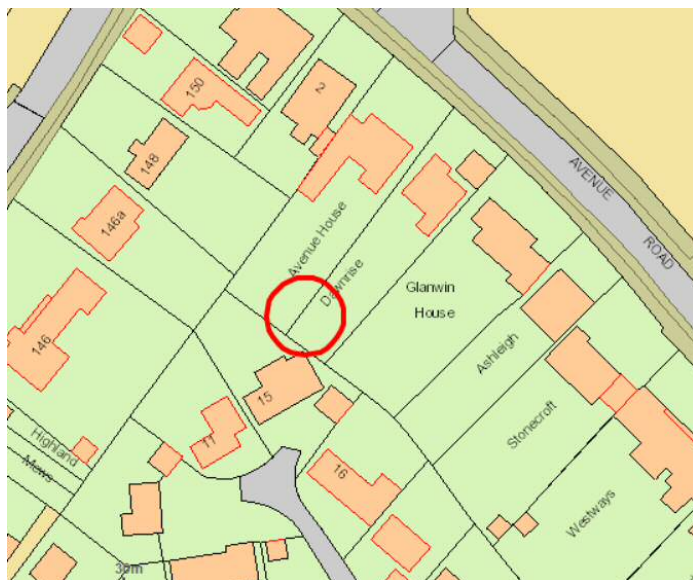
bat or bird box

**DETAILED CROSS SECTION E-EE** Please refer to drawing number QD742\_302 for location  
Scale: 1:200 @ A2



## Tree application

4. 21/00046/ATP Dawn Rise, Avenue Road, MK18 1QA  
 T1 - Sycamore - Remove Epicormic growth from the lower stem.  
 Remove two lower left hand Limbs.  
 T2 Horse Chestnut - Remove Epicormic growth from the lower stem.  
 Remove three lower right hand Limbs.  
 Both T1 and T2 are to increase light into the lower end of the garden.  
*Taylor*



## Planning History

1	87/01324/AOP	ONE PRIVATE DWELLING	APPROV
2	88/01316/ADP	PRIVATE HOUSE AND GARAGE	APPROV
3	00/02714/ATP	Works to trees	TPO Consent Granted
4	92/00211/ATP	LOPPING OF HORSE CHESTNUT TREE	TPO Consent Granted
5	17/01699/ATP	Sympathetic Crown lift on lower branches of two Horse Chestnuts. Branches are nearly touching the ground making rear of garden unusable. (T1 & T2)	TPO Consent Granted
6	21/00046/ATP	T1 - Sycamore - Remove Epicormic growth from the lower stem. Remove two lower left hand Limbs. T2 - Horse Chestnut - Remove Epicormic growth from the lower stem. Remove three lower right hand Limbs. Both T1 and T2 are to increase light into the lower end of the garden.	Pending Consideration

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# Planning & Environment

Town & Parish Council update December 2020  
Cllr Warren Whyte & Steve Bambrick





# Agenda

- Welcome
- Meet the team
- Since vesting day
- Challenges we face
- Our plans for the new service
- What next
- Opportunity for feedback – How are we doing?





# Meet the team



Cllr Warren  
Whyte

Cabinet  
Member for  
Planning &  
Enforcement



Ian  
Thompson

Corporate  
Director:  
Planning,  
Growth &  
Sustainability



Steve  
Bambrick

Director:  
Planning &  
Environment



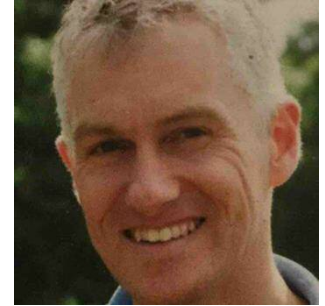
Chrissy  
Urry

Head of  
Planning &  
Development



Darran  
Eggleton

Head of  
Policy &  
Compliance



David  
Sutherland

Head of  
Climate  
Change &  
Environment

# Planning & Environment Services

We cover -

- Development Management (Major/Minor)
- Highways Development Management
- Building Control
- Strategic & Local Planning
- Planning Enforcement
- CIL/S106
- Energy & Resources (including Environment & Climate Change Policy)
- Definitive Map & Highways Searches Team
- Natural Environment Partnership
- Environmental Specialists
  - Archaeology including Historic Environment Records
  - Ecology including Bucks & MK Environment Records Centre
  - Heritage Design
- We also work closely with Highways & Flood Management services

# Since vesting day...

- Single fees and charges schedule
- Single validation checklist
- Local Enforcement plan agreed – increase in formal actions being taken and a more assertive approach being taken to breaches of planning control
- New leadership management team for Planning and Environment Service and a review of management structures has recently commenced
- Response to the government's White Paper Planning for the Future

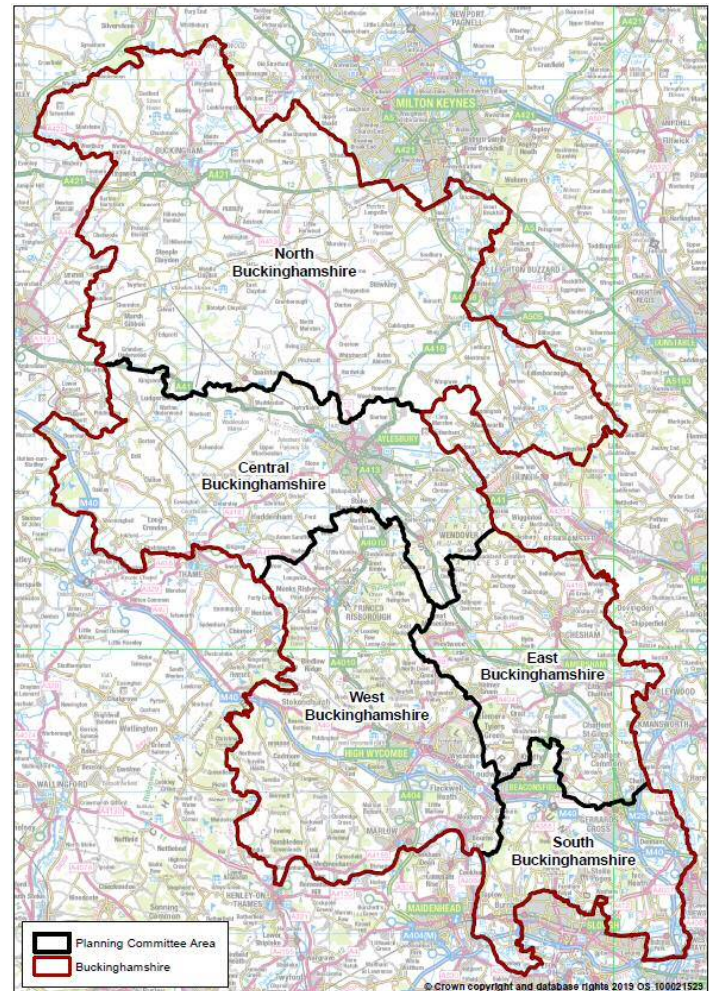
(Full response can be found here - <https://www.buckinghamshire.gov.uk/news/buckinghamshire-council-asks-government-think-again-planning-reforms/>)

# Local Plans

- Work on new single local plan commenced – due 2025
- Wycombe area Local plan adopted in 2019
- County-wide Minerals & Waste Local Plan adopted in 2019
- Aylesbury VALP – expecting adoption early 2021
- Chiltern & South Bucks Joint Local Plan – decision to withdraw this plan made on 21<sup>st</sup> October 2020
- Neighbourhood plans across Buckinghamshire:
  - 58 Neighbourhood Areas
  - 26 made
  - 18 plans in progress (includes made plans under review)

# Planning Committees

- All planning committees are running virtually.
- There are five Area Planning Committees which determine smaller scale applications within their respective areas.
- The Strategic Sites Committee deals with wider strategic development.



# Challenges we face...

- Transformation of service delayed due to Covid-19
- Our legacy 'area teams' have continued to operate longer than we had hoped
- Covid-19 also impacting on operation of service – e.g. site visits, home working arrangements etc.
- In some areas we have inherited a significant backlog of cases
- We've also inherited a heavy reliance on temporary/consultancy staff
- Despite these challenges, we continue to work hard to establish a new culture



# Our Plans for the new service...

- Transformation of the service now underway
- We are interested in your views about what's important to you
- We recognise the need for the service to be more accessible and responsive
- We will work hard to improve the customer experience and build trusted relationships
- Our approach to enforcement is important to us
- We recognise the need to provide greater consistency in our service offer
- We are working with MHCLG on the development of digital planning tools to improve customer experience and reduce inefficiencies



# What next...

- New parish newsletter starting in January
- Design Awards scheme launched to help promote design excellence
- Transformation programme will be concluded this financial year (2020/21)
- We will set up more meetings/workshops for you to help design the new service in the new year
- In the meantime we will continue to make changes that improve the service





# How are we doing?

1. What is important to you?
2. What could we be doing to support you in the short term?
3. What could we be doing to support you in the long term?
4. Is there anything you think you could do to help us?

Please either raise your hand using teams or type any questions or comments into the chat bar.

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A horizontal bar at the bottom of the slide with a gradient from green on the left to blue on the right.



# Parish and town council session questions – 15<sup>th</sup> December

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## Enforcement

**I am interested in knowing more about the enforcement plan - where can I see a copy of this?**

The Enforcement plan can be found on the planning enforcement pages on the Council website at <https://www.buckinghamshire.gov.uk/planning-and-building-control/planning-enforcement/planning-enforcement-and-monitoring-plan/>

**How many enforcement notices have been served in the last 3 months?**

In Q2 (Aug - Oct) the Council issued 17 enforcement notices.

**Para 9 in the Planning enforcement monitoring plan states "We will notify Parish and Town councils of formal actions taken in their area" Why is this not happening? Why are the details of enforcement notices not available to Parish and town councils?**

This should be happening, if you have an example where it hasn't happened please send this through and it can be picked up. When an enforcement notice is issued the team should be sending this through to relevant parish council where the notice was served.

**What is the policy on enforcement on criminal contempt, given you are the only entity empowered to prosecute?**

With all criminal matters and breaches of planning control it comes down to if they meet public interest. We are committed to taking a firm but fair approach to all enforcement matters. We have recently issued two injunctions as well as the 17 notices mentioned above, taking a firm approach. Please send any details where this hasn't happened to the team for them to investigate further.

**Enforcement – put in complaint, enforcement officers investigate and if they don't want to take it further there is no scrutiny about what information they have found.**

**Enforcement docs aren't open to the public like a planning app, can't validate the information in the cases. It would be good to be able to scrutinise the detail.**

Noted, thank you, we will take this into account in the review of the service.

**Who should parish councils contact to bring up a new enforcement case, when we do not yet know the case officer?**

Please go online to report enforcement cases using the below links –

For North and Central planning area <https://www.aylesburyvaledc.gov.uk/report-possible-breach-planning-control>

For West Area - <https://www.wycombe.gov.uk/pages/Planning-and-building-control/Planning-enforcement/Planning-enforcement.aspx>

For East and South - <https://www.chiltern.gov.uk/planning/enforcement>

**Can you explain what is and isn't covered in the Enforcement area as there appears to be a disconnect between planning enforcement and others such as highway, trading standards and environmental health. There appears to be an ongoing lack of co-ordination between minerals/waste enforcement and area planning enforcement - and with highway, leading in particular to mud on road and waste dumping issues not being dealt with.**

We now have a complex cases task force that looks at cases that have lots of different teams or agencies involved. We are taking a new approach to work together to find a way through the issues and understand what can we enforce or prosecute. As part of the management structure, we have brought Minerals and Waste enforcement into the same team as planning enforcement now, with the team issuing joint notices where required.

**Complex case review sounds like a wise move - hopefully that may include some enforcement matters that have gone on for years in the Ivers and adjacent area. This is impacting Councils credibility within the community. I strongly recommend that potential wins (from the community perspective) are identified and communicated in each area as a priority.**

Noted thank you, we will try to be better at communicating our successes.

**We believe that most of the enforcements we've submitted previously have been "lost" in the backlog somewhere. Will enforcement produce an update of all enforcements and current statuses in our parish so that we can update the missed ones and check progress on the dormant ones?**

We are looking at this and seeing what is appropriate information to share publically. We will take this comment away and think about how we can keep people updated.

**Online enforcement report forms are too long and cover every possibility. They need to be redesigned for the public and PCs ought to be able to email and expect a reply with reference number.**

Thank you, we will take this away and work on this.

**If a retrospective application is refused there is no automatic link to enforcement, it falls through the cracks. Can this be addressed?**

Yes, we are looking to roll out the refuse and enforce process. The planning officer having made their decision is adding in some requirements for the enforcement notice. We are looking at this and want to make sure there are changes.

**It would be useful for parish councils to have a more direct route into the enforcement department than having to use the email form on the website. We sometimes need to raise urgent points about breaches of which the council has already been notified by local residents, but the parish council does not know who the case officer is. Could we have the name of a senior officer to contact initially?**

Good question. We'll take this away and look at this as part of the transformation. In the early point of next year we will be putting a new management structure in place, so rather than giving out names now which may change, we'll update you all on the people appointed to the relevant posts so you know who to contact.

### Local & neighbourhood plans

**What period will the new plan cover?**

There is a healthy debate about how long it should look forward, it will probably be at least 2040, will be looking to see if there is benefit of looking any further forward. This is a question to consider during preparation.

**What help can BC give areas with their Neighbourhood Plans? It is a new concept to some Parish Councils.**

The planning policy team can support with the plans. We encourage you to get in touch with us, please contact Darran and we will help you as much as we can and point in direction of other advice.

**Will BC collaborate better with adjoining councils as the dialogue with Milton Keynes Council seems to be very poor?**

We have been trying to engage with MKC, particularly around the MK2050 plan. We have written to them to request better communication as they discussed the plan at an MKC Cabinet meeting which we were not notified of. The MKC Cabinet meeting which is considering the MK2050 may be viewed at <https://bit.ly/3mjmHNL> We will continue to work to develop these lines of communication.

**Do you have any vision about how to make the best of Neighbourhood Planning - not just plan making but also plan delivery and development control roles?**

We will want to work with you on the development of the new local plan – so parish and town councils will contribute to this. We are currently at the beginning of the journey on this. Each community can decide what they want to prioritise in their neighbourhood plan and we continue to support parish and town councils to develop neighbourhood plans.

**In Chalfont St Giles we are a neighbourhood area and in the NPPF point 65 it states that the LPA should provide each neighbourhood area with a housing requirement figure or an indicative figure. We've never had any information, have the other areas ever had information or is this a gap?**

We will take this away and look into it for you as we need to look in more detail.

**Who should we engage with if we see representations are not present on the portal in respect of the VALP consultation and also to clarify that all representation has been considered?**

Please speak to Darran Eggleton about this.

**How can Parish council know that an application will trigger a CIL Payment? Is there anything specific in the application to look for?**

There is information on the websites about CIL. It is difficult for Parish and Town councils to see this from the application as there are a number of exemptions which the monitoring offices use to work out the CIL liability. If there are specific questions please send them over.

**In terms of VALP, adoption in "early 2021" seems far-fetched in the extreme. Whilst a risk would it not be better to concentrate on working on the new Bucks Local Plan?**

We have teams working on both VALP and the new local plan. Whilst we are so close to adoption, we feel it is the best plan to keep pushing forward with VALP for adoption.

### **Development Management**

**Need some clarification on the calling in process and how parish councillors and public can speak at Area Planning meetings please**

We issued a briefing note to parishes and parish clerks in the summer which helped explain the process. We will recirculate this. In terms of speaking at planning meetings, if an application in your area is being considered at committee you have an identified speaking slot.

**If teams are currently unable to visit sites, is more reliance perhaps put on the comments or decisions of Parish Councils within the process?**

We resumed site visits after the first lockdown so this process is back to normal.

**Our Parish Planning committee WBEPC seems to have 'missed' some notifications of potential planning for two office buildings in October and November. Should we have received these formally as I just found them in a search?**

We are sending out parish notifications; please send the details through to us with examples of where this has not happened. Just to note, we are only actively sending out notifications to the parishes where the planning applications are located, not a general list.

**Disappointed that backlog in Winslow area appears to be growing and internal responses to consultations appear to be slow to appear on portal (e.g.: historic buildings, landscape, etc.)**

When the new council was formed, we did inherit a large backlog in the Aylesbury area which we are trying to address. Part of this is bringing in temporary staff and part is recruiting to the vacancies in the team to provide some stability in the team. We have started to make some inroads into this and we are starting to see the decisions being made quicker. However, we recognise this is still an issue. We are actively addressing this, so hopefully you will start to see some improvements shortly.

**Buckingham Town Council still has grave reservations about the new Planning process, and the erosion of our role as town and parish councils to oppose an application without it being vetted as to whether or not it should go before the relevant committee. We are challenging this decision.**

Noted. Cllr Warren Whyte has already stated that the information in the constitution will be reviewed, however this is not a quick process as the constitution is a legal document. More information about this will be shared when it is available but please do continue to send your comments through.

**When does the Council intend to demand standardisation of the woeful quality of plans? Some architects have a high degree of wishful thinking. Allied to this - when will the Council require 3D modelling? It has been in industry for well over 15 years - probably since the start of the century!**

We have been seeing a more standard approach, but we are happy to get your comments and we are continuing to look at this and improve the standard of applications. We are working with MHCLG on different ways of validating applications and are part of the RIPA (reducing invalid planning applications) project, looks at standardisation and digitisation of applications to drive up quality and ensure that more applications are valid when they are first submitted.

**When will there be one online planning portal - the current system is failing with waste/minerals. 'Consultation' between AVDC to BC surely should not be happening now?**

We are currently working across five different systems which are complicated to merge, so there are still some hand offs between teams as we can't all see the same system. We are managing this at the moment within the teams and we are working with MHCLG on the BOPS project (Back Office Planning System) which will help us come together on one system. No matter which option we go for we are looking at a timescale of up to 5 years to get all historic data and new applications onto a single system.

**The concept of improving "online" is great but when basics are still deficient this seems to be a bit premature. In former AVDC area there is a clear ongoing issue of not putting things on the portal that should be - something Chrissy and others are well aware of.**

The team who are working on the digital work are not the same people as who are processing all the applications, so we are not impacting BAU with the creation of new tools. We appreciate the issue raised and we are working with staff to rectify this.

**Whilst the new Local Validation List is excellent, we've repeat instances of it not being followed in the former AVDC area.**

Please alert Chrissy Urry to these instances and we will look into them. We are undertaking further training with validation officers in this area to make sure they are applying it properly.

**Operators of HGVs seem free to secure O-Licences for sites that have no planning permission for HGV-dependent activities. What are the Council's plans to coordinate opposition to O-Licence applications with the planning process?**

O-Licence and planning are two separate processes. We have to actively seek out the application and we are only consultees. We have limited powers about what we can challenge. We can't object if there isn't a planning application as it is not a breach of planning control until uses occur. If they are granted an O licence which would be a breach in planning it would be passed to enforcement. We can also only consider highway impact at the immediate access to site. Where appropriate we have put in objections.

**Will the council consider introducing a policy (like Ealing Council) to prevent Non Material Amendments in Conservation Areas?**

This is not something that we are actively working on our work plan but we won't rule it out. Please email us about this so we can look at the merits of it.



### **Are you doing Pre Apps and how do PC's get involved in these or even be aware of them?**

Yes we are, they are confidential but we do encourage applicants to speak to town and parish councils, however this is their decision. We are trying to encourage them to undertake more community engagement prior to the application.

### **Pre-applications being confidential is not something supported in law.**

We are aware that this is not a requirement, it is a fine balance. It is an important part of the service to get early conversations and address any issues early. For a number of reasons the developer often wants the conversations to be confidential, normally for commercial reasons. We can take this away and look at in our pre-app work, we can ask the applicants if they want to engage with town and parish councils but this needs to be in agreement with the applicant.

### **We are concerned that a made plan held no weight when calling an application to committee. This is despite several members saying the plan should be recognised and also saying what the point of them are if the fellow members took no notice.**

Not aware of the individual case, but if it is a made plan the formal position is that it is part of the development plan. Without knowing the specifics we can't comment on the individual reasons why this might have happened. Please send any follow up questions or comments to Steve Bambrick or Chrissy Urry.

### **As a rural parish we have applications which state there is public transport and embroider what is actually available. Is this sort of statement checked by the Planning Officer?**

If there are statements in the application that are incorrect then these will be checked by the planning officer. The important point is what we then include in our assessment of the application. Those reports are double checked by senior officers to make sure what we include is correct. If you notice any of this please point it out to us.

### **On a single planning portal, when the applicants withdraw, the south area team sends a notice. However, a minerals and waste application withdrawn in August was not notified. A single portal might have overcome that.**

Thank you for the comment; we will look at how we can address this moving forward.

### **Planning amendments/variations are very difficult to spot what they are. Can applicants specify exactly what the amendments are. So we don't have to try and spot the difference?**

Thank you for the comment, we will take this away and see what we can build into the work our validation arrangements going forward.

**Parish and town councils when planning applications come through are under pressure to make comments by a standard consultation expiry date. Are you currently asking those consultees under the council umbrella that they ensure they are putting their comments in well in advance of the expiry date, as parish and town councils rely on them for their comments. Parish and town councils cannot be expected to be experts on highways and heritage for example.**

We note your comments. All consultee comments are within the service, so what we are trying to achieve is that we will have a more joined up approach going forward. One thing to note is that when we consult with town and parish councils, we are interested in your view as the local council. If there is a heritage objection, you don't also need to make the objection if the heritage officer has made it. We are interested in what you can add to the process from a local perspective, which is very valuable to us. I recognise you rely on that input to inform your view, but you have a specific role to feedback local views into applications which the specialists will not have.

### General

**We had some training for parish councils in April. It is great to get training from independent bodies, but it would be good to get training from the planning authority directly. Also, if you get documents from the government, please can you share them with information about changes and effects on parishes which are important?**

The BMKALC planning training for local councillors uses Buckinghamshire Council Officers to deliver the training. It has been carried out since transition and well received. The new parish newsletter from January will highlight any changes coming out from the government and the implications on parishes and towns.

**Do you intend to publish your KPI's and performance in respect to application and enforcements?**

Yes, KPIs are reviewed quarterly at cabinet meetings. Q2 indicators were discussed at 15<sup>th</sup> December cabinet meeting, the papers, agenda and recording (when ready) are on this page – with the planning indicators starting from page 94 in the agenda paper pack.

<https://buckinghamshire.moderngov.co.uk/ieListDocuments.aspx?Cid=337&Mid=335&Ver=4>

**Will you have anyone at the top level to deal with biodiversity and ecology?**

Biodiversity and Ecology falls under the Climate Change and Environment team. The team are gearing up with how to deal with Biodiversity net gain which is going to be introduced as part of the Environment Bill passing through Parliament at the moment. We are at an advanced stage in this, and we will be looking for developments to deliver 10% biodiversity net gain. This will be a key area and we are bringing in officers to help with this. Also

working with Natural Environment Partnership and there will be some interesting proposals coming forward in 2021.

**What is the process for engagement with HS2, particularly where there are alterations envisaged to existing highways to accommodate the Railway under construction?**

We have been having lots of conversations with HS2 in terms of improving their liaison with the council and parish and towns. We all need more advance warning of what is happening as we have to respond to the issues that come about. We are working with their management level asking for a 3, 6 and 12 month plan to better communicate to parish and town councils. We have asked the management team for assistance resourcing people on the ground so you get to know the contact to go to if issues arise during construction.

**You describe the role of town and parish councils as 'important' in the planning process. At the moment we feel marginalised and ignored (we are excluded from strategic and area planning committees, planning comments are not addressed, enforcements are forgotten, and communication and understanding with local officers is poor). The message that we get is that planning would be much easier if we just went away and didn't get in the way of all the professional planning officers. What role do you want us to play?**

We are sorry this is the way you feel, this isn't how we want the relationship to be. We take this on board and we are working hard to change this. If an application has gone to committee then there are speaking opportunities. You are our eyes and ears at a local level, whether this is an enforcement issue or constructing comments to planning applications. Again, just to reiterate, if an application from your area is going to committee then you have a speaking slot at that committee meeting.

**Is BC anticipating the implications of current MHCLG consultation on yet further use of permitted development? E.g. Article 4 directions; safeguarding retail frontages?**

Yes, there is a current consultation open until January which we are intending to make a response to. We are preparing our response at the moment, we will share our response with you once signed off internally.

**Do you stand by your commitment in your response to the Planning for the Future white paper in expecting developers to fund the full cost of development, fund the infrastructure up front and that infrastructure to support development should be in place prior to occupations?**

This is the direction we would want the planning system to move into. We are concerned and we outlined this in the response, that the outline in the proposal puts the pressure back onto the council to fund the infrastructure or front load it. We are awaiting the Government's response to this.

**Are you compromised by Bucks doing deals with Welcome break to lease land for a service station which I would imagine hints that planning permission will be granted.**

This is an interesting question now we are one council and there are lots of instances where this could happen. The council as the planning authority acts independently to those pieces of work undertaken by other teams. All decisions of this type are taken in public by planning committees, not by delegated responsibility. This happens at other councils around the country and is managed the same way.

**Why doesn't High Wycombe have a Town Council? Surely this would help Buckinghamshire Council deal with planning issues?**

This isn't a decision within the planning team, whilst there is no decision we will continue to engage with the Wycombe Town Committee as we do with Town and Parish councils in other areas.

**Are there any plans to devolve any of the planning services down to parish level?**

There was a conversation about this pre-vesting day. There isn't a currently conversation across the council about devolving the planning services down. The question is back to town and parish councils to let us know if there are any services you would like to be doing on our behalf and that could be the start of the conversation, but at this stage there are no plans for this.

**Buckinghamshire County Council gave Miller Homes a loan of £8 million to buy a Primary School site in High Wycombe. Miller Homes then did nothing with the site for 10 years before building 97 units. Will Buckinghamshire Council be as creative as Bucks County Council regarding development of Brownfield sites?**

Yes, the council is very interested and keen to look at how in the new local plan we maximise opportunities for redeveloping both brownfield sites and also town centre regeneration. In doing this, we recognise that this requires the council to play a more proactive role. We have a number of cases where the council is providing funding or have bid for national funding to support and bring forward development sites.

**When BC profits from sale of leases in an area will that area benefit from the funds available to regenerate brownfield sites?**

The council will look at land holdings as a whole; and will look for opportunities to do things across the county. We wouldn't necessarily look at it on an area by area basis, but there may be exceptions to this where we may be able to contribute to local schemes.

**Is the Parish Liaison Officer function valid or redundant?**

Yes this post is still in place and covering the North and Central areas. We are looking at adding a second role to expand the service to the South, East and West councils.

## Appendix E

**It would be really useful to have a hierarchy chart so that we can understand the structure of the planning department. Could that be provided to the Clerks to circulate?**

We will be able to share this early next year. We are currently in consultation about the management structure beneath the heads of service so we will share this once these posts are in place.

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# **Planning Application Call In Process Note**

Author: Christine Urry

Date: 5<sup>th</sup> October

## **Call In Process for Members and Parish & Town Councils**

**The following planning applications are subject to Call-In as set out in the Constitution:**

Full and outline consent as well as applications for reserved matters approvals. For the avoidance of doubt this **excludes** Permission in Principle (PIP) and Related Matters (such as permitted development, prior approvals, advertisement consent, tree preservation orders, high- hedges and listed building consents).

**Step 1: Within 28 days of being notified of a Planning Application, members must use Public Access to notify the planning officer that they may wish to call-in the Planning Application to the relevant Planning Committee.**

The case officer will check the representations and comments submitted on public access. It should be noted that the use of Public Access (or Consultee Access, where available) is a requirement of the Constitution and is specified for speed, transparency and consistency.

There is no flexibility within the Constitution to allow for a call in to be made later than 28 days from the date a member is notified of the Planning Application. It is therefore better for members to notify the planning officer that they wish to call a matter in if the recommendation goes in a particular direction and then to rescind that request if they find at a later stage that their concerns have been overcome.

At this stage, members are only required to notify the planning officer of their intent to call-in the Planning Application. It should be noted that the member will have ability to finalise their reasons for the call in at a later stage in the process (please see Step 3).

It is recognised that there will be occasions where issues will only arise after the call-in period has expired. In such cases members can still suggest that it would be appropriate for the application to be considered by Planning Committee, but cannot request this by right. On such occasions an appropriate representative of the Service Director for Planning and Environment will decide whether they wish to exercise delegated powers, or whether the application would benefit from planning committee scrutiny, in consultation with the Chairman of the relevant Planning Committee.

**Step 2: Where notification has been given, once the officer has reached a recommendation they will inform the member in writing who has requested the call-in. (In rare cases where they are not one of the local members both the member who has made the request and all the local members will be notified).**

The member who has requested the call in will be informed as soon as the case officer has agreed, at least, a provisional view on the recommendation. This would usually be agreed either at a case review or by the officer who would be ultimately determining the application under their delegated powers.

**Step 3: The member requesting the call-in has 7 days to consider the officers recommendation, discussing it with them if necessary.**

At this point the member can either agree to the application being determined by officers under delegated authority or confirm the request for the Planning Application to be determined by Committee citing appropriate material planning reasons.

Members can contact the case officer or team leader, who will be able to outline the issues central to the recommendation and advise whether the issues they raised are valid planning reasons or such substance that warrant committee scrutiny.

If the member wishes to confirm their request for the Planning Application to be determined by Committee this has to be via Public Access (or Consultee Access, where available). It should be noted that the Constitution requires this request to be made using Public Access and therefore it will be in the public domain, as will the original representation.

At that time, the member requesting the call-in must also disclose whether they have a disclosable pecuniary, personal or prejudicial interest in the Planning Application being called-in.

If the member does not request that the application be referred to committee within the prescribed timescale, it will be determined by officers under delegated authority.

**Step 4: Where the member has confirmed their request for the Planning Application to be determined citing material planning reasons, the appropriate Planning Committee Chairman would be notified.**

The Planning Committee Chairman may discuss the matter directly with the member who has requested the call in.

**Step 5: The Service Director for Planning and Environment (or delegated officer), in consultation with the appropriate Planning Committee Chairman (or in their absence the Vice-Chairman), then decides whether or not the reasons for call in are valid planning related matters and if the application would benefit from committee scrutiny or if the exercise of delegated powers is appropriate.**

The Planning Application is then either referred to Committee or delegated powers are exercised as appropriate.

**Step 6: If the matter has been called into Committee then the member will be informed by Committee Services. If the request is declined, the member will be advised of the outcome by the case officer.**

The planning officer's report will set out the decision that has been taken following the consultation with the Chairman and where appropriate any reasons.

If the request is declined, once the decision has been taken by the delegated officer and the report has been published, the member will be informed.

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# Planning & Environment Management Structure

Ian Thompson  
Corporate Director  
Planning, Growth &  
Sustainability

[Redacted]

Steve Bambrick  
Director, Planning &  
Environment

[Redacted]

Chrissy Urry  
Head of Planning &  
Development

[Redacted]

Darran Eggleton  
Head of Policy &  
Compliance

[Redacted]

David Sutherland  
Head of Climate Change  
& Environment

[Redacted]



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Year	Appln	Type	site	Proposal	Shire Councillors						Notes				
2	2016	00151	AOP	Land off Walnut Drive	170 houses							not in our parish				
3						CC	SC	TM	HM	RS	WW	Later contact if any	date of BTC agenda	Response	Committee Date	Decision
4	2018	00932	APP	19 Castle Street	6 flats above shop							amended plans	20/4/20	& 17/04671/ALB; Oppose until HBO satisfied		
5		01098	APP	23/23A/23B Moreton Road	split 3 houses into 6 flats							amended plans	23/03/20 and 6/7/20	no change to original response; deferred for more information		
6		04290	APP	West End Farm	72 flats/Care Home	-	-	-	-	√	-	amended plans	4/2/19	no change to original response	WITHDRAWN 27/2/20	
7		04626	APP	Overn Crescent	4 houses	-	-	√	-	-	-	amended plans	22/6/20	no change to original response		
8																
9	2019	00148	AOP	Land at Osier Way	up to 420 houses	-	-	-	-	√	-					
10		00391	APP	The Workshop, Tingewick Rd	ch/use & new access	-	x	-	-	-	-	amended plans	3/2/20	Oppose & Attend		
11		00902	ADP	Land adj 73 Moreton Road	Reserved matters - 13 houses	-	x	-	-	-	-					
12		001476	APP	Station House, Tingewick Road	11 houses	-	-	-	?	-	-	additional document	27/2/20	no change to original response		
13		01564	APP	12-13 Market Hill (M&Co)	9 flats over and 23 newbuild flats behind	-	-	-	-	-	-			<i>Revised application 20/02752/APP submitted August 2020, see below</i>	Officer decision	Refused 6/7/20
14		02627	AAD	Old Town Hall	signage (retrospective)	-	-	-	-	-	-	amended plans	24/2/20	response changed to No Objections subject to the satisfaction of the HBO		
15		03531	APP	10 Tingewick Road (Hamilton Precision site)	variation 16/02641/APP 50 houses	-	-	-	-	√	-					
16		03624	ALB	Old Town Hall	signage (retrospective)	-	-	-	-	-	-	amended plans	24/2/20	response changed to No Objections subject to the satisfaction of the HBO		
17																

Key √ = call-in actioned; x = refused; - = no response; ? = requested but not confirmed

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
18	Year	Appln	Type	site	Proposal	Shire Councillors						Later contact if any	date of BTC agenda	Response	Committee Date	Decision
19						CC	SC	TM	HM	RS	WW					
20	2020	00483	APP	Land behind 2 Market Hill	7 flats	-	-	-	-	-	-	add'l plans amended plans	23/03/20; & 17/8/21	no change; response changed to No Objections		
21		00510	APP	Moreton Road III	130 houses	-	-	-	-	√	-					
22		01018	APP	7 Krohn Close	extensions	-	x	-	-	-	-	amended plans	17/8/20	no change to original response	officer decision	Approved 3/9/20
23		01240	APP	5 The Villas	extension	-	-	-	-	-	√	add'l plans	22/6/20	no change to original response	<b>WITHDRAWN 18/9/20</b>	
24		02013	APP	10 Hilltop Avenue	Fence and shed	-	-	x	-	-	-	new appln 20/04127	20/7/20		officer decision	Refused 23/9/20
25		02506	ALB	50-51 Nelson Street	change #51 to HMO	not possible for ALB							17/8/20	in combination with 20/01830/APP		
26		02511	APP	Pightle Crescent	8 flats, garage area	-	x	x	-	-	-	amended plans to 21/12/20	14/9/20	2 approaches made to SC, no response, TM asked; declined; Am		
27		02752	APP	M&Co	9 flats above shop	-	-	x	-	-	-		14/9/20			
28		03092 & 03439	APP & AAD	TJ's, 4 Market Square	ch/use to restaurant and install external flue	?	-	-	-	-	-		2/11/20			
29		03387	APP	14 Glynswood Road	2-st front extension	-	-	-	-	-	x		2/11/20	WW has agreed changes with officer		
30		03494	APP	71 Overn Crescent	2-st side extension	-	-	-	√	-	-		2/11/20	HM in discussion with officer		
31		03602	APP	Royal Latin School	Vary hours of use	?	-	-	-	-	-		2/11/20			
32		03677	APP	32 Bradfield Ave	new house	?	?	-	-	-	-		30/11/20			
33		03840	APP	5 The Villas	extension	-	-	-	-	-	√		30/11/20			
34		03950	APP	Land by Old Police Station	9 new houses	-	-	-	-	√	-		30/11/20			
35		04044	APP	61 Moreton Road	variation	-	-	?	-	-	-		21/12/20	TM queried reasons		
36		04127	APP	10 Hilltop Avenue	Fence and shed	-	-	-	?	-	-		21/12/20	WW has objected separately		
37		04249	APP	2 Chandos Road	fence	-	-	-	?	-	-		21/12/20			
38																
39																
40						CC	SC	TM	HM	RS	WW			<a href="#">Back to Agenda</a>		

Key √ = call-in actioned; x = refused; - = no response; ? = requested but not confirmed

Open consultation

**Supporting housing delivery and public service infrastructure**

Published 3 December 2020

Consultation questions. The proposed class list is at the end of the question table, Annex A

<b>Part 1. Supporting housing delivery through a new national permitted development right for the change of use from the Commercial, Business and Service use class to residential</b>		
Q1	Do you agree that there should be no size limit on the buildings that could benefit from the new permitted development right to change use from Commercial, Business and Service (Class E) to residential (C3)?	Please give your reasons.
Q2	2.1 Do you agree that the right should not apply in areas of outstanding natural beauty, the Broads, National Parks, areas specified by the Secretary of State for the purposes of section 41(3) of the Wildlife and Countryside Act 1981, and World Heritage Sites?	Please give your reasons.
	2.2 Do you agree that the right should apply in conservation areas?	Please give your reasons.
	2.3 Do you agree that, in conservation areas only, the right should allow for prior approval of the impact of the loss of ground floor use to residential?	Please give your reasons.
Q3	3.1 Do you agree that in managing the impact of the proposal, the matters set out in paragraph 21 of the consultation document should be considered in a prior approval?	Please give your reasons.
	3.2 Are there any other planning matters that should be considered?	Please specify.
Q4	4.1 Do you agree that the proposed new permitted development right to change use from Commercial, Business and Service (Class E) to residential should attract a fee per dwellinghouse?	Please give your reasons.
	4.2 If you agree there should be a fee per dwellinghouse, should this be set at £96 per dwellinghouse?	Please give your reasons.
Q5	Do you have any other comments on the proposed right for the change of use from Commercial, Business and Service use class to residential?	Please specify.
Q6	6.1 Do you think that the proposed right for the change of use from the Commercial, Business and Service use class to residential could impact on businesses, communities, or local planning authorities?	If so, please give your reasons.
	6.2 Do you think that the proposed right for the change of use from the Commercial, Business and Service use class to residential could give rise to any impacts on people who share a protected characteristic?	If so, please give your reasons.
<b>Part 2. Supporting public service infrastructure through the planning system</b>		
Q7	7.1 Do you agree that the right for schools, colleges and universities, and hospitals be amended to allow for development which is not greater than 25% of the footprint, or up to 250 square metres of the current buildings on the site at the time the legislation is	Please give your reasons.



	brought into force, whichever is the greater?	
	7.2 Do you agree that the right be amended to allow the height limit to be raised from 5 metres to 6?	Please give your reasons.
	7.3 Is there any evidence to support an increase above 6 metres?	Please specify.
	7.4 Do you agree that prisons should benefit from the same right to expand or add additional buildings?	Please give your reasons.
Q8	Do you have any other comments about the permitted development rights for schools, colleges, universities, hospitals and prisons?	Please specify.
Q9	9.1 Do you think that the proposed amendments to the right in relation to schools, colleges and universities, and hospitals could impact on businesses, communities, or local planning authorities?	If so, please give your reasons.
	9.2 Do you think that the proposed amendments to the right in relation to schools, colleges and universities, and hospitals could give rise to any impacts on people who share a protected characteristic?	If so, please give your reasons.
Q10	10.1 Do you think that the proposed amendment to allow prisons to benefit from the right could impact on businesses, communities, or local planning authorities?	If so, please give your reasons.
	10.2 Do you think that the proposed amendment in respect of prisons could give rise to any impacts on people who share a protected characteristic?	If so, please give your reasons.
Q11	Do you agree that the new public service application process, as set out in paragraphs 43 and 44 of the consultation document, should only apply to major development (which are not EIA developments)?	Please give your reasons.
Q12	Do you agree the modified process should apply to hospitals, schools and further education colleges, and prisons, young offenders' institutions, and other criminal justice accommodation?	If not, please give your reasons as well as any suggested alternatives.
Q13	Do you agree the determination period for applications falling within the scope of the modified process should be reduced to 10 weeks?	Please give your reasons.
Q14	Do you agree the minimum consultation/publicity period should be reduced to 14 days?	Please give your reasons.
Q15	Do you agree the Secretary of State should be notified when a valid planning application is first submitted to a local planning authority and when the authority it anticipates making a decision?	Please give your reasons.
Q16	Do you agree that the policy in paragraph 94 of the NPPF should be extended to require local planning authorities to engage proactively to resolve key planning issues of other public service infrastructure projects before applications are submitted?	Please give your reasons.
Q17	17.1 Do you have any comments on the other matters set out in this consultation document, including post-permission matters, guidance and planning fees?	Please specify.
	17.2 Do you have any other suggestions on how these priority public service infrastructure projects should be prioritised within the planning system?	Please specify.
Q18	Do you think that the proposed amendments to the planning applications process for public service	If so, please give your reasons.

	infrastructure projects could give rise to any impacts on people who share a protected characteristic?	
<b>Part 3. Consolidation and simplification of existing permitted development rights</b>		
Q19	19.1 Do you agree with the broad approach to be applied to the review and update of existing permitted development rights in respect of categories 1,2 and 3 outlined in paragraph 76 of the consultation document?	Please give your reasons.
	19.2 Are there any additional issues that we should consider?	19.2 Are there any additional issues that we should consider?
Q20	Do you agree that uses, such as betting shops and pay day loan shops, that are currently able to change use to a use now within the Commercial, Business and Service use class should be able to change use to any use within that class?	Please give your reasons.
Q21	Do you agree the broad approach to be applied in respect of category 4 outlined in paragraph 76 of the consultation document?	Please give your reasons.
Q22	Do you have any other comments about the consolidation and simplification of existing permitted development rights?	Please specify.

## **Annex A: List of potential rights that may require consolidation and simplification, update and cross-referencing following changes to the Use Classes Order**

This list is based on the Town and Country Planning (General Permitted Development) (England) Order 2015, as amended, on 7 October 2020. This list is not definitive, and the final legislation may vary by the addition or omission of individual rights.

### **Article 2 Interpretation**

#### Part 1 Development within the curtilage of a dwellinghouse

Class A	enlargement, improvement or other alteration of a dwellinghouse
Class AA	enlargement of a dwellinghouse by construction of additional storeys
Class B	additions etc to the roof of a dwellinghouse
Class C	other alterations to the roof of a dwellinghouse
Class D	porches
Class E	buildings etc incidental to the enjoyment of a dwellinghouse
Class F	hard surfaces incidental to the enjoyment of a dwellinghouse
Class G	chimneys, flues etc on a dwellinghouse
Class H	microwave antenna on a dwellinghouse

#### Part 2 Minor operations

Class A gates, fences, walls etc

#### Part 3 Changes of use

Class A	restaurants, cafes, or takeaways to retail
Class AA	drinking establishments with expanded food provision
Class B	takeaways to restaurants and cafes
Class C	retail, betting office or pay day loan shop or casino to restaurant or cafe
Class D	shops to financial and professional
Class E	financial and professional or betting office or pay day loan shop to shops
Class F	betting offices or pay day loan shops to financial and professional
Class G	retail or betting office or pay day loan shop to mixed use
Class H	mixed use to retail
Class I	industrial and general business conversions
Class J	retail or betting office or pay day loan shop to assembly and leisure
Class JA	retail, takeaway, betting office, pay day loan shop, and launderette uses to offices
Class K	casinos to assembly and leisure
Class M	retail, takeaways, and specified sui generis uses to dwellinghouses
Class N	specified sui generis uses to dwellinghouses
Class O	offices to dwellinghouses
Class R	agricultural buildings to a flexible commercial use
Class S	agricultural buildings to state-funded school or registered nursery
Class T	business, hotels etc to state-funded schools or registered nursery
Class U	return to previous use from converted state-funded school or registered nursery
Paragraph W	Procedure for applications for prior approval
Paragraph X	Interpretation

#### Part 4 Temporary buildings and uses

Class C	use as a state-funded school for 2 academic years
Class CA	provision of a temporary state-funded school on previously vacant commercial land
Class D	shops, financial, cafes, takeaways etc to temporary flexible use

#### Part 6 Agricultural and forestry

Class A	agricultural development on units of 5 hectares or more
Class B	agricultural development on units of less than 5 hectares

#### Part 7 Non-domestic extensions, alterations etc

Class A	extensions etc of shops or financial or professional premises
Class B	construction of shop trolley stores
Class C	click and collect facilities
Class D	modification of shop loading bays

Class E	hard surfaces for shops, catering or financial or professional premises
Class F	extensions etc of office buildings
Class G	hard surfaces for office buildings
Class J	hard surfaces for industrial and warehouse premises
Class M	extensions etc for schools, colleges, universities and hospitals
Paragraph O	Interpretation

### Part 11 Heritage and demolition

Class B	demolition of buildings
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### Part 20 Construction of New Dwellinghouses

Class ZA	Demolition of buildings and construction of new dwellinghouses in their place
Class A	New dwellinghouses on detached blocks of flats
Class AA	new dwellinghouses on detached buildings in commercial or mixed use
Class AB	new dwellinghouses on terrace buildings in commercial or mixed use

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Government consultation -

## Supporting housing delivery and public service infrastructure

The consultation is about speeding up the planning process in two areas:

- Change of use of empty properties to residential
- Allow public service buildings – schools and colleges, hospitals, prisons - to build extensions, including additional facilities on another site.

without having to seek planning permission.

It is not a long document (18 pages including appendices).

*Clerk's comments in italics.*

### 1. Residential

The current situation is that certain types of properties can change their use with a COU application but the properties must have been in use on a certain date. This restriction would be abolished.

These are

**COUM** retail to residential (such as the shop on Badgers Way); must have been in use on 20<sup>th</sup> March 2013

**COUOR** office to residential (eg the upper floors of 24 Market Hill); building must have been in use on 29<sup>th</sup> May 2013

The aim is to revitalise failing town centres by (a) making use of surplus (empty) office and retail premises, by (b) turning them into residential properties – the residents are more likely to shop locally (as there is unlikely to be convenient parking) so boosting the economy of the town, and (c) reducing the number of planning applications a Local Authority has to process (*and consequently their fee income*, ¶26). The building structure is already in place, so only conversion work need be done, which would lead to a faster delivery of the housing.

The new Use Class E, introduced in September 2020, allows change of use between the following usages:

#### “Class E. Commercial, Business and Service

Use, or part use, for all or any of the following purposes—

- for the display or retail sale of goods, other than hot food, principally to visiting members of the public,
- for the sale of food and drink principally to visiting members of the public where consumption of that food and drink is mostly undertaken on the premises,
- for the provision of the following kinds of services principally to visiting members of the public—
  - financial services,
  - professional services (other than health or medical services), or



- (iii) any other services which it is appropriate to provide in a commercial, business or service locality,
- (d) for indoor sport, recreation or fitness, not involving motorised vehicles or firearms, principally to visiting members of the public,
- (e) for the provision of medical or health services, principally to visiting members of the public, except the use of premises attached to the residence of the consultant or practitioner,
- (f) for a creche, day nursery or day centre, not including a residential use, principally to visiting members of the public,
- (g) for—
  - (i) an office to carry out any operational or administrative functions,
  - (ii) the research and development of products or processes, or
  - (iii) any industrial process,
 being a use, which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit.”

There will be no limit on the size of the building, so large blocks on industrial estates could be included, subject to the noise and nuisance conditions in the surrounding area, see below.

It does not include the following uses, for which changes will have to go through the normal planning process:

- Listed buildings and their surroundings; sites of special scientific interest; scheduled monuments; safety hazard areas; military explosives storage areas; sites subject to agricultural tenancy.
- Pubs
- Theatres
- Live music venues.

It does include buildings in Conservation Areas but not those in AONBs, World Heritage Sites, National Parks.

Conversions for residential use will have to adhere to national standards regarding space and natural daylight. They will have to comply with the current building regulations, including fire safety.

“The proposed prior approvals shown below provide necessary safeguards:

Similar to other permitted development rights for the change of use to residential:

- flooding, to ensure residential development does not take place in areas of high flood risk
- transport, particularly to ensure safe site access
- contamination, to ensure residential development does not take place on contaminated land, or in contaminated buildings, which will endanger the health of future residents

To ensure appropriate living conditions for residents:

- the impacts of noise from existing commercial premises on the intended occupiers of the development
- the provision of adequate natural light in all habitable rooms
- fire safety, to ensure consideration and plans to mitigate risk to residents from fire

To ensure new homes are in suitable locations:

- the impact on the intended occupiers from the introduction of residential use in an area the authority considers is important for heavy industry and waste management”

## 2. Public Service uses

“This will include new hospitals, schools, further education colleges and prisons that will:

- ensure the health service will have world-class facilities for patients and staff for the long term, with many new hospitals started this Parliament
- make sure schools are fit for the future, with better facilities and brand-new buildings so that every child gets a world-class education

- deliver modern and more efficient prisons that protect the public, boost rehabilitation, and cut reoffending - providing improved security and additional training facilities to help rehabilitate offenders and supports them to find employment on release
- ensure public buildings benefit from the quicker assembly times, lower energy use, and stronger green footprint offered by new construction technology
- provide a major spur to local economies and support the construction industry to invest and innovate following the COVID-19 pandemic.”

*It is not clear whether this will only be for state schools or whether it will include Church schools and Academies/Free Schools; the document just says*

*“(¶54). We also propose to limit the application of the modified process to those public service infrastructure projects which are principally funded by government.”*

Currently these institutions are permitted expansion of up to 25% of the gross floorspace of the existing buildings, or a maximum of 100 m<sup>2</sup> (250 m<sup>2</sup> for schools) and a height of 5m. This will be amended to 25% of the footprint or up to 250 m<sup>2</sup>, whichever is the greater, and a height of 6m, providing the new building is not within 10m of the site boundary. Playing fields may not be used for new school buildings.

Prisons have not previously had this right; this is additional to the existing list.

### 3. Faster Planning Process.

For proposals which do not fall within the categories above, the normal process will have to be undertaken, particularly if a new site is involved.

The current process times are 16 weeks from validation for major developments requiring an Environmental Impact Assessment, 13 weeks from validation for other major developments, and 8 weeks from validation for the rest.

The proposal is that the 13-week turnaround be reduced to 10 weeks, forcing LPAs to give these applications priority status over other developments. It is presumed that a lot of concerns will be sorted out at pre-application meetings. Statutory consultees (Town/Parish Councils, the EA, Highways, Police, etc) will get 14 days to respond, as for PIP applications, not the 21 days as now. Extra days may be added if the response period includes bank holidays. The 14 day period would also apply to display of yellow notices and public comments. *This could mean an application-only Planning meeting on alternate Mondays, with the regular meetings as calendared to deal with other matters. One wonders how smaller parishes are supposed to cope, especially in areas with poor broadband. Some indication from Buckinghamshire Council on how they are proposing to organise this should be sought, as AVDC would not accept a response beyond the due date unless an extension had been agreed with the case officer – and then only a day or two was possible. Our meetings are currently at alternately 3-week and 4-week intervals.*

*It also means a rather more prompt posting of yellow notices, if neighbours are only going to have a fortnight to make their comments, especially if they have to be sent by post.*

The LPA will also have to prioritise the s106 agreement, and any Section 73 variations of an existing permission. They will have to inform the Secretary of State whenever they receive one of these applications, and keep him/her informed as to the expected decision date. *One assumes the Business Manager will have to monitor progress on prioritised applications, and make sure the rest are also processed in a timely manner, especially in cases of absence through sickness or leave – a fortnight's holiday would make serious inroads on the shorter turnaround. The Ministry will also have to recruit a monitoring team to keep track of notified applications if there is a sizeable take-up of the scheme.*

KM  
12/1/21

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**Applications to fell trees from 2016**  
**Protected trees (ATP)**

Year	Appl. No.	Address	Trees affected	Reason	Decision
<b>2016</b>	01890	27 Nelson Street	Scots Pine	Lower stem damage incl. decay; N/E 15% lean, possible root plate movement; Crown decline	Approved
<b>2017</b>	00003	Maids Moreton Avenue	Lime Horse Chestnut Poplar	Significant decay and leaning over access Dead Dead	Approved
	00238	Land off Embleton Way	Ash	Significant decay in stem	Approved
	02010	Waglands Garden	2 x Sycamore	Self-set, growing in cypress hedge	Approved
	02681	Land at Chandos Road		To prepare the land for development	Approved
	03281	Maids Moreton Avenue	Plum	Dead	Approved
	03432	Land at Chandos Road	T3 Yew T18 Yew  T25 Yew T26 Portuguese Laurel T48 Yew	Very spindly tree that has almost no amenity value at all Wide spreading tree with a rather one-sided form that will occupy a large portion of the back lawn of the house. Ginkgo biloba suggested as replacement Small tree of little worth Large shrub of little amenity value  Leaning over and may be at risk of collapse	Refused
	04295	Maids Moreton Avenue adj 4 Manor Gardens	Sycamores	Self set sycamores in group	Approved
<b>2018</b>	00370	The Old Surgery, West Street	Common Beech	Tree has become too large for its situation and is of low amenity value	Approved
	01835	Land adj. 3 Orchard Dene	Birch	Advanced state of decline. Replacement to be discussed with residents	Approved
	01836	Land at Fishers Field	Willows 2 x Sycamores	Leaning excessively over river, fell to prevent future blockages With Kretzschmaria duesta present on butts and by road	Approved
	02459	Land at Chandos Road	Yew (previously shown as Portuguese Laurel)	The tree is largely dead and unsightly. Replace with 1 standard sized ash leaved maple (Acer)	Split decision
	03197	Land adj Tingewick Road	Sycamore	Significant basal cavity with Kretzschmaria duesta present	Approved
<b>2019</b>	03832	Maids Moreton Avenue	Hawthorn	None specified; part of a general maintenance work sheet	Approved

	04203	6 Carisbrooke Court	2 x Norway Maple	Trees in Foscott Way verge. Implication in subsidence issue	Approved
<b>2020</b>	00834	2 Bostock Court	Weeping Willow	Dead (DD five day notice)	Approved
	01942	Land adj. 11 Cromwell Court	3 x Norway Maple	Trees in Foscott Way verge. Implication in subsidence issue	Approved
	02356	Maids Moreton Avenue, rear of 3 Carisbrooke Court	Chestnut	Reported as reason for subsidence	Approved
	03021	1 Bostock Court	4 x Lawson Cypress	Causing excessive shading and have low amenity value	Approved
	03373	Open space, Watchcroft Drive	Sycamore	Dying and diseased, large limbs already dead, possible suffering from Sooty Bark disease. Bordering School so high risk.	Approved
	03375	Maids Moreton Avenue, rear of Stratford Lodge	Not specified	Remove dead trees and regrowth from previous felling.	Approved

## Conservation Area trees (ATC)

Year	Appl. No.	Address	Trees affected	Reason	Decision
<b>2016</b>	00011	4 Victoria Row	Italian alder	Tree has over-extended form and leans over River	Approved
	01156	10 Chandos Road	Blue Conifer Western Red Cedar Norway Spruce	Shading garden None specified None specified	Approved
	03823	1 Manders Gardens	3 Leylandii Sycamore	None specified None specified	Approved
<b>2017</b>	02681	58 Nelson Street	Leylandii Cherry	None specified None specified	Approved
	03471	Paynes Court	2 x Alder	Roots lifting block paving causing health risk to residents	Approved
	03794	15 Chandos Road	Skyrocket conifer	None specified	Approved
	04160	Cornwalls Centre	False Acacia	The false acacia in the pedestrian thoroughfare is in a dangerous state. Fungal fruiting body of a parasitic fungi is evident around the base of the tree which puts the tree at risk of total failure	Approved
<b>2018</b>	01298	Well House, 35 High St.	Tulip tree Holly	Unhealthy specimen Unhealthy specimen	No decision – timed out
	02414	15 Moreton Road	Conifer	The roots are pushing the retaining wall over and the tree is leaning	Approved

				towards the Moreton Road and the Bungalow opposite.	
	02524	Old Latin House	Leyland Cypress	The tree has structural imperfections and is now exposed to wind loads it was previously not accustomed to. This greatly increases the likelihood of premature failure putting at risk the existing building, a listed wall, the Nightingale Rise access road, parked cars, garden and persons nearby	Approved
2019	01330	Fleece Yard	Sycamore	Growing in wall and will eventually cause wall to fail	Approved
	01467	54 Well Street	Silver Birch Bay	None given Permission not required	Approved
2020	03689	Hunter St car park	2 x Willow	Suffering from fungus and decay	Approved
	03994	Land adj Tingewick Rd, behind 22 Nelson St.	1 x Scots pine Pt conifer hedgerow	To allow formation of new access per approved application 19/00391/APP	Pending consideration

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