



# Buckingham Town Council

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Verney Close, Buckingham, MK18 1JP  
01280 816426

[office@buckingham-tc.gov.uk](mailto:office@buckingham-tc.gov.uk)

Town Clerk: Claire Molyneux

Wednesday, 15 May 2024

Councillors,

You are summoned to a meeting of the Planning Committee of Buckingham Town Council to be held on Monday 20<sup>th</sup> May 2024 at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham, MK18 1RP.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e and 3.f, which will last for a maximum of 15 minutes. Members of the public can attend the meeting in person. If you would like to address the meeting virtually, please email [committeeclerk@buckingham-tc.gov.uk](mailto:committeeclerk@buckingham-tc.gov.uk) or call 01280 816426 for details.

The meeting can be watched live on the Town Council's YouTube channel here:

<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

Claire Molyneux  
Town Clerk

## AGENDA

### 1. Election of Chair

To elect a Chair of the Planning Committee for 2024-2025.

### 2. Apologies for absence

Members are asked to receive apologies for absence.

### 3. Election of Vice Chair

To elect a Vice Chair of the Planning Committee for 2024-2025.

### 4. 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.

### 5. Minutes

To agree the minutes of the Planning Committee Meeting held on 22<sup>nd</sup> April 2024 and received at Full Council on 13<sup>th</sup> May 2024.

[Copy previously circulated](#)



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 can send you a copy of any minutes, reports, or other information. To do this, send a request using the contact details set out above.

## 6. Terms of Reference

To note the Terms of Reference for the Planning Committee, as agreed by Full Council.

[Appendix A](#)

## 7. To receive a presentation from Warner Planning on a new proposal for the land behind Wheeldon House, Market Hill

Members should note that the discussion is without prejudice to any Town Council response to an eventual planning application.

## 8. Buckingham Neighbourhood Plan/Vale of Aylesbury Plan/Buckinghamshire Local Plan

To receive any update.

## 9. North Bucks Parishes Planning Consortium

To receive and discuss a verbal report from Cllr. Ralph.

## 10. Planning applications

For Member's information the next scheduled Buckinghamshire Council – North Buckinghamshire Planning Area Committee meetings are on Wednesdays 22<sup>nd</sup> May at 10.00am and 26<sup>th</sup> June 2024 at 2.30pm. Strategic Sites Committee meetings are on Thursdays 6<sup>th</sup> June and 4<sup>th</sup> July at 2pm. (All dates to be confirmed at their Annual Meeting on 15<sup>th</sup> May)

Additional information provided by the Clerk.

[PL/11/24](#)

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

- |                   |  |
|-------------------|--|
| 1. 24/01235/APP   | Christs Hospital Alms Houses, Market Hill, MK18 1JN<br>Listed building application for balcony remedial works.<br><i>Buckingham Almshouses and Welfare Charity</i>   |
| 2. 24/01237/PAPCR | 11A Cornwall Place, High Street, MK18 1SB<br>Determination as to whether prior approval is required in respect of transport and highway impact, noise, contamination risk, flooding, and locational considerations for the conversion <i>[of]</i> ground floor (part) and 1 <sup>st</sup> floor from (class E) to 4 flats (3 x 1B/1P and 1 x 1B/2P) (class C3) – GPDO Schedule 2, Part 3, Class MA.<br><i>Eurocent (Buckingham) Ltd.</i> |
| 3. 24/01248/CPL   | 7 Gilbert Scott Road, MK18 1PS<br>Certificate of Lawfulness for proposed single storey side extension.<br><i>Miller</i>  |
| 4. 24/01282/ALB   | 4 Bristle Hill, MK18 1EZ<br>Listed building application for re-roofing of existing covered passageway and EC to rear.<br><i>Walton</i>   |
| 5. 24/01285/CPL   | 2 Westfields, MK18 1DZ<br>Certificate of Lawfulness for proposed dropped kerb to give access to new permeable driveway being installed in front of house.<br><i>Alexander</i>  |

6. 24/01331/VRC Land at Tingewick Road [*St. Rumbolds Fields south*]  
Variation of condition 7 (water quality) 10 (plans) relating to application 20/00886/ADP (Variation of condition 10 of planning permission 17/04668/ADP as amended by 17/A4668/NON - To vary drawing references within condition 10 to allow amended distribution, and amendment, of proposed homes and give effect for 9 additional homes to the layout of homes south of Tingewick Road).  
*BDW Trading Ltd.*
7. 24/01365/VRC 36 Chandos Road, MK18 1AP  
Variation of condition 4 (No kitchen facilities including kitchen units, kitchen sink or cooking hobs shall be installed at any time within any of the 7 bedrooms hereby permitted) attached to 23/01938/APP (Conversion of 4-bedroom house into 7 HMO units with shared facilities).  
*Olatunde*
8. 24/01370/APP 8 Primrose Way, MK18 1FS  
Householder application for front porch and single storey rear extension.  
*Howard*
9. 24/01407/ALB 3 Well Street, MK18 1EW  
Listed Building application for internal alterations to include removal of bar and raised floor, modifications to modern staircase, demolition of modern partitioning and construction of new partitioning.  
*Ward*
10. 24/01412/APP Avenue Lodge, Stratford Road, MK18 1NY  
Householder application for two storey side extension.  
*Burnside*
11. 24/01452/APP 50 Overn Avenue, MK18 1LT  
Householder application for first floor side extension.  
*Henderson*

**Amended Plans**

12. 23/03831/AOP Land adj. 33 Hare Close, MK18 1EN  
Outline application with all matters reserved for erection of two storey dwelling.  
*Biggs*

**11. Planning decisions**

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

**Approved**

Application	Site address	Proposal	BTC response
24/00673/APP	15 Wharf View	Two storey side extension	No objections
24/00744/ALB	55 Well Street	Insertion of flue & fittings to chimney	No objections
24/00775/APP	17A Western Ave.	Part single/part 2-st rear extension	No objections
24/00811/APP	76 Western Ave.	Side & rear extension and home gym	No objections
24/00830/APP	12 Pillow Way	S/storey rear infill extension	No objections

## Not for consultation

### Approved

Application	Site address	Proposal	BTC response
24/00876/ATP	21 Beech Close	T1 Ash – prune to previous points and remove deadwood	No objections *

\* Members asked that the work be delayed until after the nesting season, and the decision includes the standard Informative on this.

## 12. Buckinghamshire Council matters

- 12.1 To receive news of Buckinghamshire Council new documents and other information from Buckinghamshire Council Members present.
- 12.2 Buckingham - Silverstone Cycle Link  
To receive an update on this project. [Appendix B](#)
- 12.3 To receive for information the consultation notice and map for the Osier Way Phase I street naming. Note that Phase I is in Gawcott-with-Lenborough Parish. [Appendix C](#)

## 13. Updates from representatives on outside bodies

To receive verbal updates from Councillors.

## 14. Action reports

To receive action reports as per the attached list.

[Appendix D](#)

## 15. Buckinghamshire Council Committee meetings

- 15.1 N. Bucks Area Planning Committee (10<sup>th</sup> April 2024) *Cancelled*  
15.1.1 (22<sup>nd</sup> May 2024)  
*The following applications are on the agenda: 23/00178/AOP (Site Q) & 23/03977/APP (Well Street Centre). BTC Speaker(s) will be confirmed at the meeting (places have to be booked by 10am Monday 20<sup>th</sup> May).*
- 15.2 Strategic Sites Committee (11<sup>th</sup> April 2024) *Cancelled*  
(9<sup>th</sup> May 2024) *No Buckingham applications*
- 15.3 Growth, Infrastructure and Housing Select Committee (18<sup>th</sup> April 2024)
  - 15.3.1 To receive the Clerk's notes on matters of interest in the meeting. [Appendix E](#)
  - 15.3.2 To receive for information the Service Director's Performance Report submitted to the GIH meeting. [Appendix F](#)
- 15.4 Transport, Environment & Climate Change Select Committee (28<sup>th</sup> March 2024)  
*Nothing relevant on agenda.*

## 16. Enforcement

To report any new breaches.

## 17. Rolling lists – updates

- 17.1 Tree felling applications *no change from March 25<sup>th</sup>* [Appendix G](#)
- 17.2 Land grab reports *no change from March 25<sup>th</sup>* [Appendix H](#)
- 17.3 Call-in requests *updated* [Appendix I](#)
- 17.4 HMO Licences *no change from March 25<sup>th</sup>* [Appendix J](#)

## 18. Matters to report

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




**19. Chair's items for information**

**20. Date of the next meeting:** Monday 17<sup>th</sup> June 2024 following an Interim meeting of the Full Council

**To Planning Committee:**

Cllr. M. Cole JP            Chair  
Cllr. F. Davies  
Cllr. L. Draper  
Cllr. J. Harvey  
Cllr. A. Mahi  
Cllr. J. Mordue  
Cllr. L. O'Donoghue

Cllr. A. Ralph            Vice Chair  
Cllr. A. Schaefer        Town Mayor  
Cllr. R. Stuchbury  
Cllr. M. Try  
Cllr. R. Willett  
Buckingham Society    Co-opted Member

	<p><b>Buckingham Town Council</b></p> <p><b>Terms of Reference</b></p>	<p><b>Date agreed:</b> 13/05/2024  <b>Minute number:</b> 17/24.2.3  <b>Prepared by:</b> Claire Molyneux  <b>Version:</b> 7</p>
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## Name

1. The Committee shall be known as the **PLANNING COMMITTEE**.
2. The Committee may be referred to as Planning.

## Membership

3. Membership of the Committee is open to any Councillor who wishes to be a member
  - 3.1 Councillors who are not Members of the Committee may attend the meeting, but they may not vote on a decision.
4. The Committee shall be subject to a quorum of 3 or one third of its membership, whichever is greater.
5. In the event of an inquorate meeting, the Chair/Chairman, Vice-Chair/Vice-Chairman and the Mayor may agree a response to a time-sensitive application, either by re-arranging the meeting or, should time not allow, agree a decision in line with Council Policy and planning history. Should one or all of the designated Councillors not be present or available then those present, numbering not less than three, shall agree a response.
6. The Committee shall co-opt members from outside bodies as and when it is appropriate on an ongoing basis.

## Chairman

7. The Committee shall elect a Chair/Chairman at the first meeting after the Annual Town Council Meeting. The Chair/Chairman's period of office is for one year.
8. The Committee shall elect a Vice-Chair/Vice-Chairman at the first meeting after the Annual Town Council Meeting. The Vice-Chair/Vice-Chairman's period of office is for one year.
9. The Chair/Chairman if present shall Chair the Committee meeting.

## Conduct of the Meeting

10. All meetings of the Planning Committee shall be convened in accordance with the Town Council's Standing Orders and current legislation.

## Area of Operations

11. The Committee shall be responsible for and have the authority for (unless stated elsewhere) the following aspects of the Town Council's functions:

- Reviewing planning applications (excluding those for more than 10 houses or for new multi-unit retail and multi-unit industrial developments)
- Transport
- Forward planning
- Planning enforcement

12. In addition to the areas of operation above the Planning and Development Committee has the following responsibilities:

12.1 To undertake all powers and duties of the Council in respect of the powers conferred on it from time to time under the Town and Country Planning Acts and the Orders and Regulations including development control and the Local Development Framework process and any other strategic plans for Aylesbury Vale.

12.2 To undertake all powers and duties of the Council in respect of Neighbourhood Planning and Development under the Localism Act.

12.3 To make representations to the Local Planning Authority on applications for planning permission which have been notified in accordance with the relevant legislation which are for fewer than 10 housing units and for non-mixed development.

12.4 To consult with the committee and tree wardens by email in respect of all applications relating to trees and tree preservation orders and convey collated comments to Buckinghamshire Council's Tree Officer.

12.5 To make suggestions in respect of street naming.

12.6 To make representations involving Listed Buildings and the Conservation Area in Buckingham.

12.7 To act as the consultee and make representations as required in respect of all matters relating to roads and highways including: road signs, street furniture, street lighting, car parking, traffic management, footpaths, traffic regulations and bus services.

12.8 To promote all elements of equality in the built environment.

12.9 Public Services – to act as the consultee, make representations, and support as required all matters relating to:

- housing strategy
- public/community transport including Local Transport Plans
- utility services (gas, electricity, telecommunications, water, sewerage, flooding, etc)
- waste infrastructure
- mineral extraction
- planning policy changes

— economic development of the town

**Further Information**

13. The Committee has authority to proceed with all items within its budget but must refer to Full Council when non budgeted expenditure is anticipated.
14. The Committee shall appoint sub-committees and working groups as and when it is deemed necessary and shall set out Terms of References for those bodies.
15. The Committee shall undertake reviews of Terms of Reference as and when appropriate for sub-committees and working groups under its remit and should make recommendations to Full Council regarding its own Terms of Reference.

## BUCKINGHAM TOWN COUNCIL

## PLANNING COMMITTEE

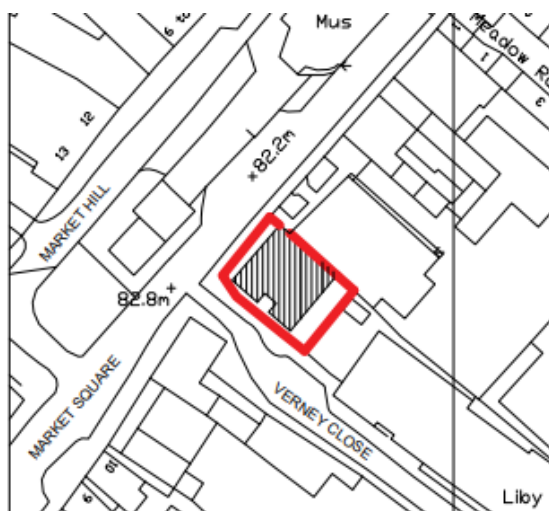
MONDAY 20<sup>th</sup> MAY 2024

## Additional information on Planning Applications

Contact Officer Mrs. K. McElligott

## 1. 24/01235/APP

Christs Hospital Alms Houses, Market Hill, MK18 1JN  
Listed building application for balcony remedial works  
*Buckingham Almshouses and Welfare Charity*



Location plan



Front and south side elevations (23/4/24)

The site is the Grade II Listed building between the Sorting Office and Verney Close, which houses 6 flats on two floors. The upper flats are accessed via a staircase at the southern end and a balcony running the length of the building, and these features are part of the Official Listing.

The proposal aims to preserve the Listed Building fabric and character 'to sustain the distinctive and comfortable residences'.

Members reviewed a similar proposal on 27<sup>th</sup> November 2023 and (apart from Cllrs. Harvey, O'Donoghue, Ralph and Schaefer who had declared an interest as Trustees of the Charity and took no part in the vote) responded No Objections. However the Heritage Officer complained about the lack of justification for the proposed remedial work, and the application was withdrawn to avoid a refusal.

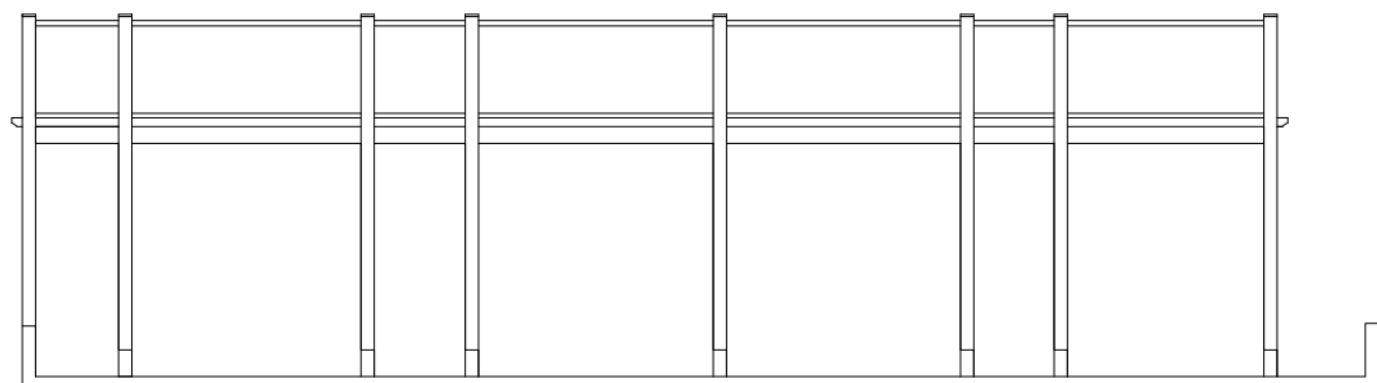
The access balcony is sandstone flags laid on timber joists, and the stone surface has worn over the years, so puddles when it rains, leading to lamination and consequent weakening. The proposal is to add a short additional joist under the landing at the top of the stairs and two additional joists the length of the balcony to spread the load and ward off any eventual catastrophic failure. Timber decking with a non-slip finish will be added over the flags to make a safe and level surface to walk on. This will be vented to aid drying out of the slabs after rain.

In addition the tops of the timber posts have developed shakes and a lead cap is proposed to cover the exposed end to prevent water soaking into the wood.

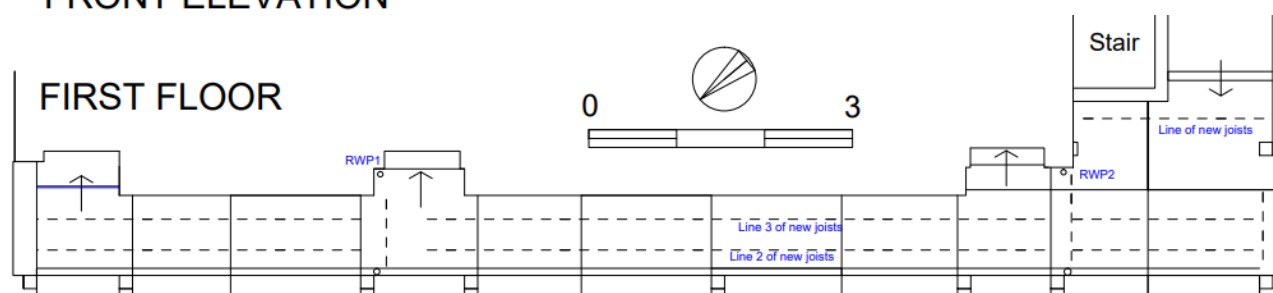
## Planning history

1	00/00310/ACC	Repositioning of boundary wall and pier between alms houses and Verney Close with associated pavement widening and reconstruction	Approved
2	00/01175/ACC	Demolition of boundary wall pillar	Approved
3	07/01328/ALB	Erection of aerial for communal use	LB Consent

4	09/01358/APP	Two storey rear extension and single storey side extension and	Approved/ LB
5	09/01359/ALB	demolition of existing flat roof extensions and installation of	Consent
6	12/02185/APP	wrought steel railings and gates	
6a	12/A2185/NON	Application to extend the time limit of application 09/01358/APP	Approved
		Non material amendment to 12/02185/APP - Change of sun	Non material
		room to mobility room; addition of matching door to meter room	amendments
		and removal of approx. 3m wall and repositioning 600mm back	- approved
		to increase internal floor space/usage.	
7	12/02384/ALB	Amendment 11/00463/ALB - Two storey rear extension and	LB Consent
		single storey side extension and demolition of existing flat roof	
		extension and installation of wrought steel railings and gates -	
		comprising part removal and reinstatement of boundary wall,	
		internal alterations, additional door to front elevation and	
		alteration to fenestration on side.	
8	13/00202/APP	Temporary removal of small section of low level boundary wall	Approved
		and reinstate after development. Erection of storage shed	
9	23/03584/ALB	Listed building application for balcony remedial works	Withdrawn
10	24/01235/ALB	Listed building application for balcony remedial works	Pending
			Consideration

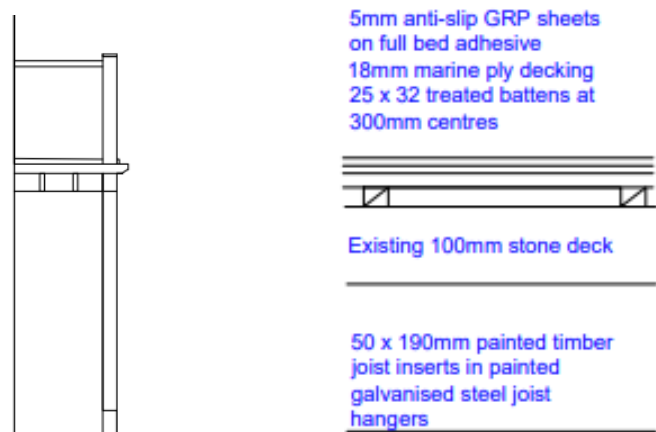


FRONT ELEVATION



FIRST FLOOR

Plan of balcony with proposed new joists

Side view of balcony  
(from Sorting Office side)

5mm anti-slip GRP sheets  
on full bed adhesive  
18mm marine ply decking  
25 x 32 treated battens at  
300mm centres



Existing 100mm stone deck

50 x 190mm painted timber  
joist inserts in painted  
galvanised steel joist  
hangers

Proposed works to balcony  
'floor'

Construct 8nr new Code 4 lead cappings for existing  
timber posts.  
Fold with standing seams to stand on existing post ends  
with 25mm overlaps.  
Secure with 2nr stainless steel nails, each opposite side

Proposed works to cap open ends of upright posts





Underside of balcony showing damage and lamination due to damp (23/4/24)



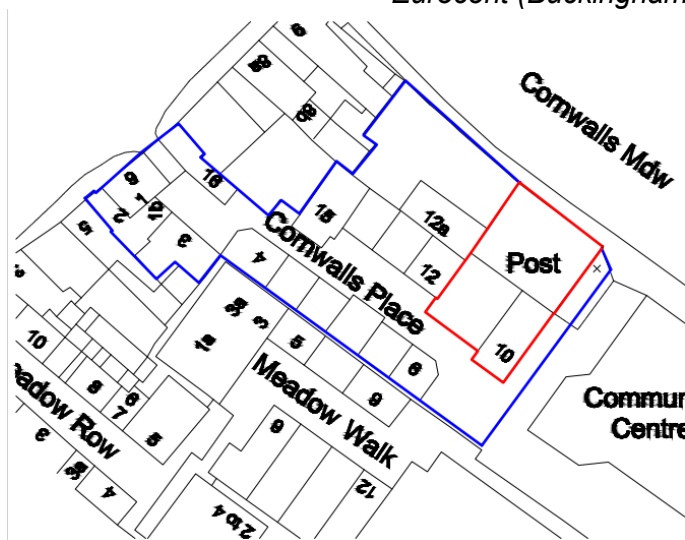
Upper surface of balcony flags (applicant's photo)

## 2. 24/01237/PAPCR

11A Cornwall Place, High Street, MK18 1SB

Determination as to whether prior approval is required in respect of transport and highway impact, noise, contamination risk, flooding and locational considerations for the conversion [of] ground floor (part) and 1<sup>st</sup> floor from (class E) to 4 flats (3 x 1B/1P and 1 x 1B/2P) (class C3) – GPDO Schedule 2, Part 3, Class MA

*Eurocent (Buckingham) Ltd.*



Location plan "Post" is the flagpole (x)



Front and side view (23/4/24)

The site is the first floor of Units 10 and 11 in Cornwall Place; the drycleaners and the card and gift shop occupy the ground floor. It was previously a Chinese restaurant, with customer access from a small door with a gabled porch on the side of the card shop leading to a staircase. Another staircase is at the rear, allowing staff access to the yard at the rear, where the bins are, and parking space.

This is an MA<sup>1</sup> application – one of the new (2021) application types designed to convert upper storeys of shops to flats to increase the population of town centres (where other infrastructure is assumed to already be in place). The conversion of commercial buildings to dwellings can be done without planning permission provided the description criteria above are met satisfactorily. An amendment that has just been activated (5<sup>th</sup> March 2024) allows any amount of floor space to be converted, and deletes the requirement that the

<sup>1</sup> Mercantile → Abode. The application suffix CR is Commercial → Residential

building to have been vacant for 3 months, though this upper floor has already been unused for more than that.

Consequently we are not being consulted on the actual change of use except insofar as it affects traffic, noise nuisance, etc., as listed. This is going to be difficult as the only supporting document submitted, apart from the drawings, is an Analysis of Site Layout for Sunlight and Daylight. This contains



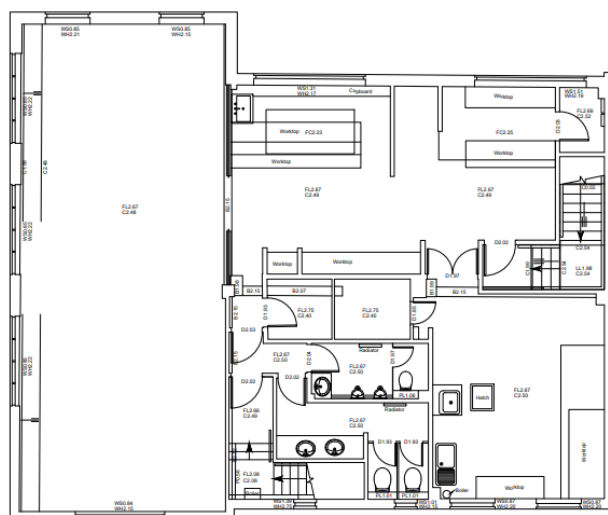
The recommended lux levels are 100 in bedrooms, 150 in living rooms, and 200 in kitchens and as can be seen the majority of these rooms comply, except for the kitchen area of the large flat (top right) and the bedroom of the single flat bottom right.

The exterior appearance is not going to be altered (except for the removal of the restaurant signage) but the customer door and stair will no longer be used, even as a fire escape.

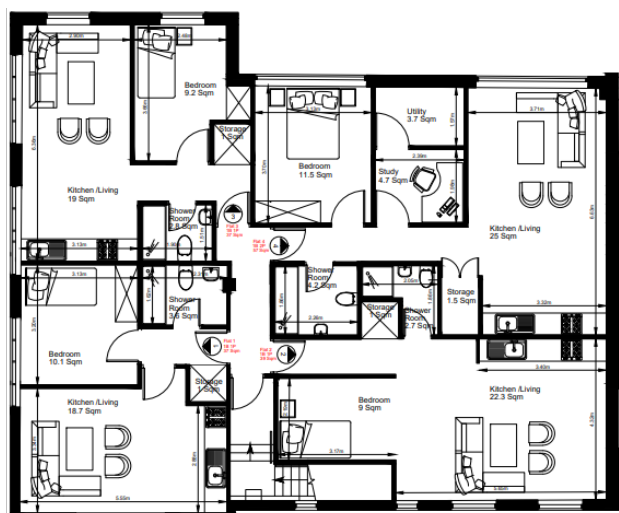
There is no traffic or travel plan, not even a minimal sheet on flood risk, any contamination would be due to the restaurant use, and the information on parking is in Highways' response (there is none available in the yard, all 8 bays are already spoken for by existing shop owners; he therefore draws the conclusion that the development will be car-free, as he makes no reference at all to the presence of 300 spaces a few metres away).

That leaves the noise (there's a care home opposite), and 'locational considerations' which seems to amount to it being in a Conservation Area. It can be noted that Nø12 already has permission for 2 flats on the first floor (23/00667/PAPCR approved 3/5/23).

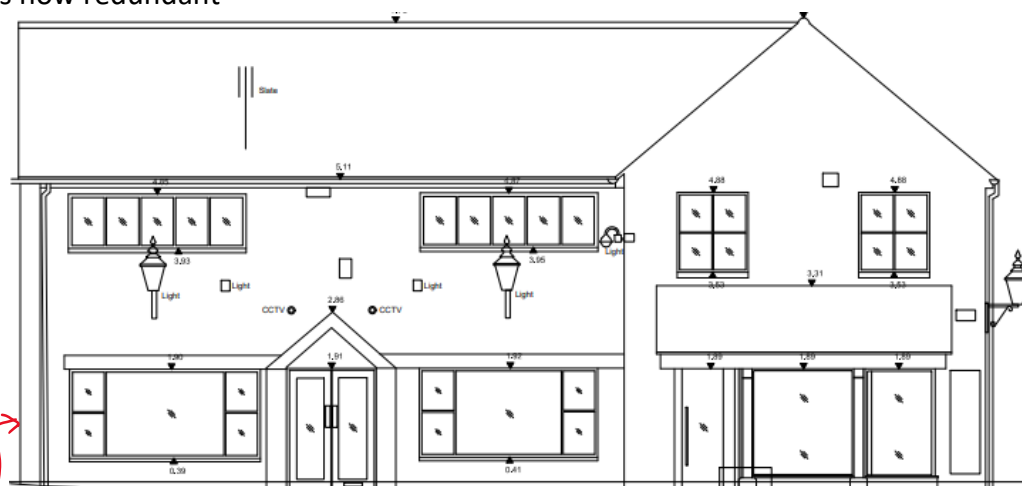




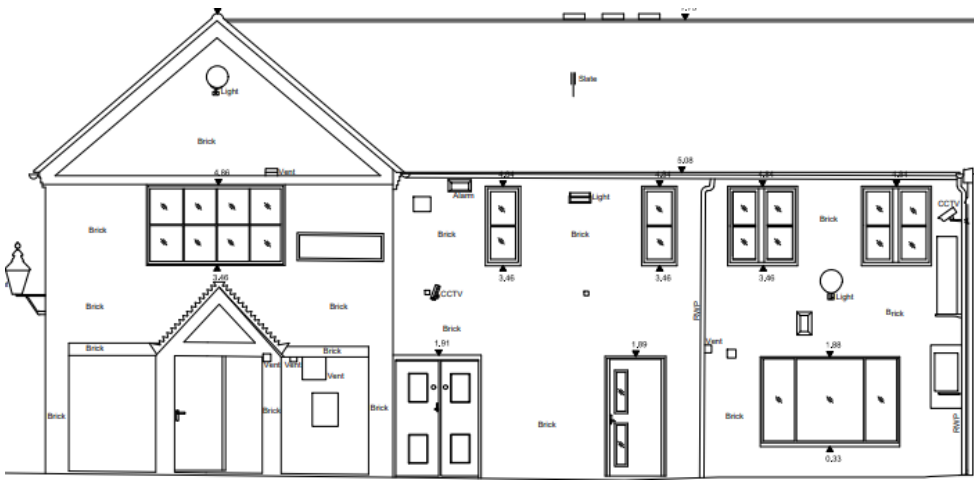
Existing first floor (Chinese restaurant)



Proposed first floor (3 x single-bed flats left and bottom; 1 double-bed flat top right)



South West elevation (towards walkway)



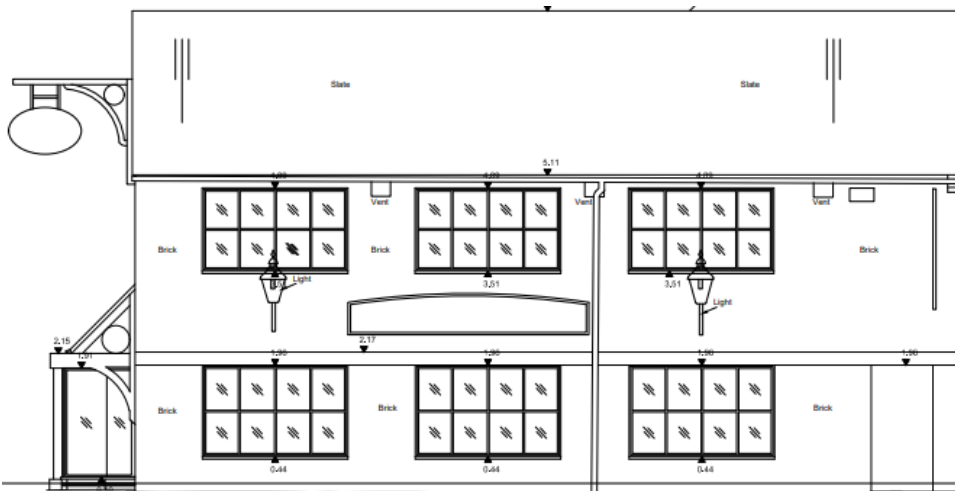
North East elevation (towards parking area).

The double door is to a plant room, the single is the access to the flats.



Rear view (23/4/24)

The single door with glass panels will be the entrance, and the cycle shed will be to the right of it and the bins by the wall on the right.



South east elevation (towards Community Centre)

## 3. 24/01248/CPL

7 Gilbert Scott Road, MK18 1PS

Certificate of Lawfulness for proposed single storey side extension  
*Miller*

Location plan



Block plan (as submitted). The red line is not correct



The drive and former garage  
The other front window is  
obscured by the bush on the right.



The side view in 2009 (Google Streetview) The path-side evergreen hedge is  
now too dense to see the bungalow through. (The house on the left is No. 5)

The site is an originally two-bedroomed semi-detached bungalow on a corner plot on Gilbert Scott Road, off Bradfield Avenue on the upper part of Moreton Road. A small square area is taken out of the northeast corner of the garden, and this seems to belong to No. 5 as it is used as extra parking. The bungalow originally had a rectangular floorplan with an attached flat-roofed garage in line with the drive and set back from the building line. A 1997 application approved a single storey rear extension across the rear of the kitchen, forming a large kitchen (the existing kitchen became a dining room), and converting the second bedroom into a utility room, and in 2000 retrospective permission was given for the conversion of the garage into a study, with the garage door being replaced by french doors (see photo above left); the 'front' door is in the adjacent side wall of the house, and there is a triangular extension of the roof forming a porch for both the french door and the front door. Since then, a conservatory has infilled the L-shape behind the lounge, the utility room gone back to being a bedroom, and the dining room has moved from the central space to the study. The smaller of the two original bedrooms has become a dressing room for the larger.

The current proposal is to divide the dining room in two, inserting a new wall in line with the bathroom wall; amalgamating the rear part into the second bedroom to make a family room, and extending the rest forwards making a utility room; and extending the dressing room across the drive to the building line of the original garage wall and turning it into a larger second bedroom. Between the utility/bathroom and the extended second bedroom is a longer hallway with a new front door in the side wall, and a pitched gable roof over the hall and bedroom.

It may be that a CPL is not the appropriate applications type as the original decision sheet contains the following condition (Borough application BB/74/70):

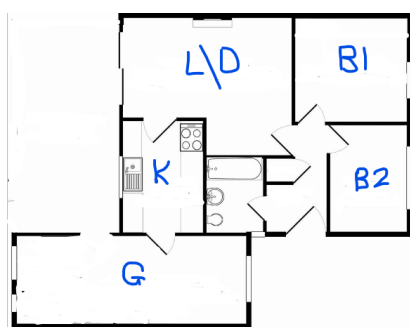


No enlargement, improvement or other alterations including the erection of a garage stable loose box or coach house within the curtilage of the dwelling

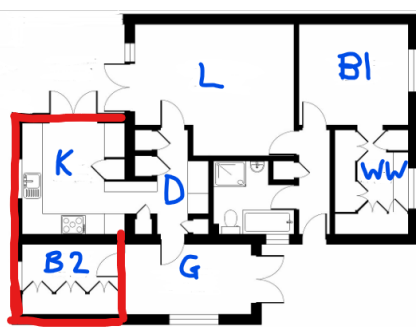
No building or enclosure required for a purpose incidental to the enjoyment of any of the dwellings nor any gates fences wall or other means of enclosure of whatever height be erected constructed or placed on any part of the land.

#### Property History

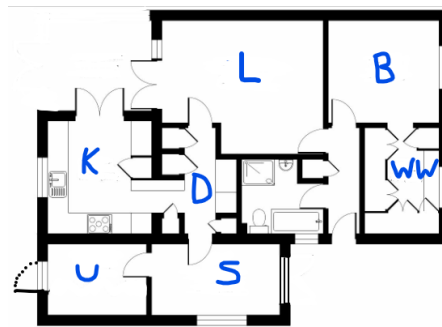
1	97/01048/APP	SINGLE STOREY REAR EXTENSION	Approved
2	00/00252/APP	Garage conversion (retrospective)	Approved
3	24/01248/CPL	Certificate of lawfulness for proposed single storey side extension	Pending Consideration



Original bungalow



1997 extension & conversion



2000 changes

L=Living room D=Dining room K=Kitchen B1 & B2= bedrooms WW=Walk-in wardrobe G=Garage U=Utility S=Study  
Due to the plans for the 2000 application being partial it is unclear when the conservatory was installed. The study has since become a dining room and the former dining room into a lobby area.



REAR ELEVATION

Existing elevations



SIDE ELEVATION



FRONT ELEVATION



REAR ELEVATION

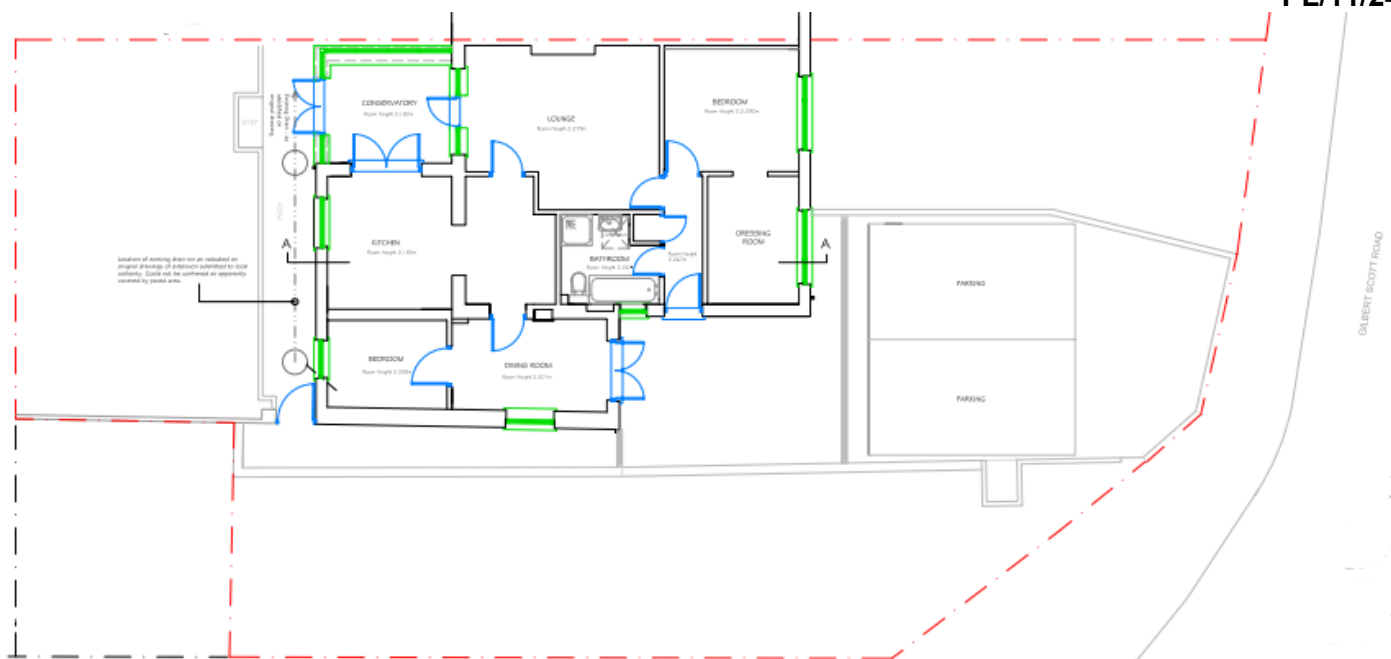
Proposed elevations



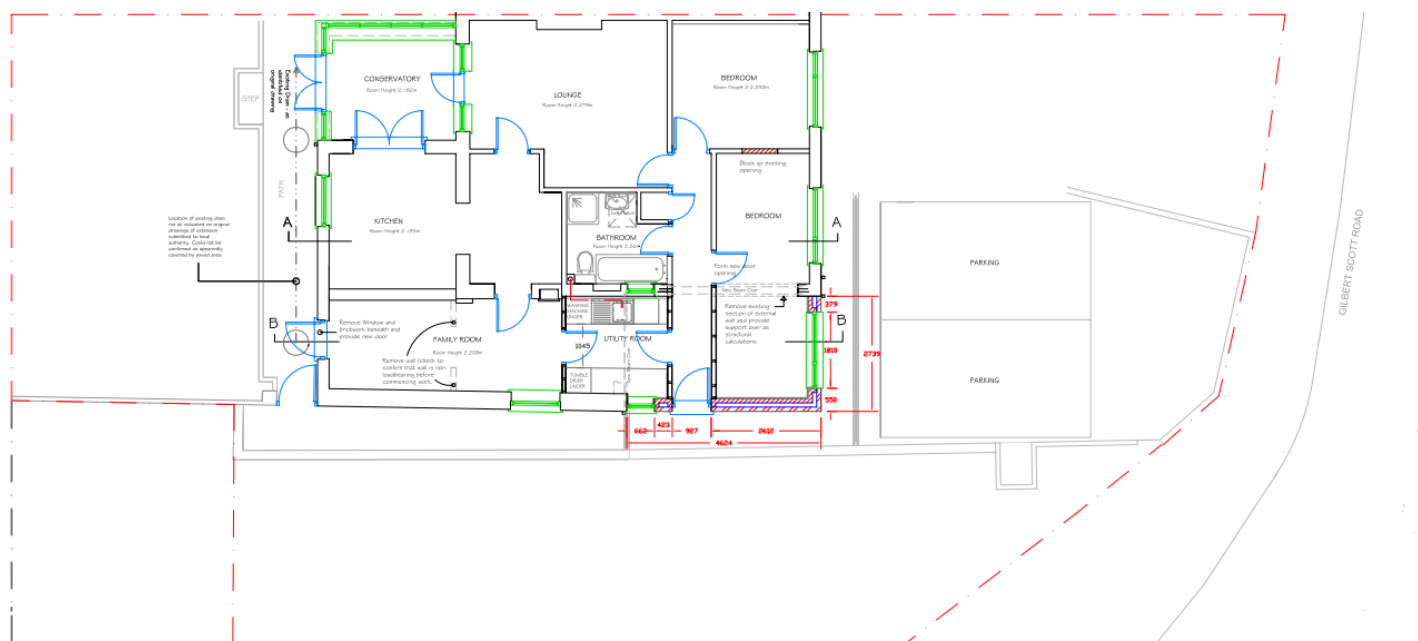
SIDE ELEVATION



FRONT ELEVATION



Existing ↑ and proposed ↓ site and floor plan. The red dashed line is the site boundary.

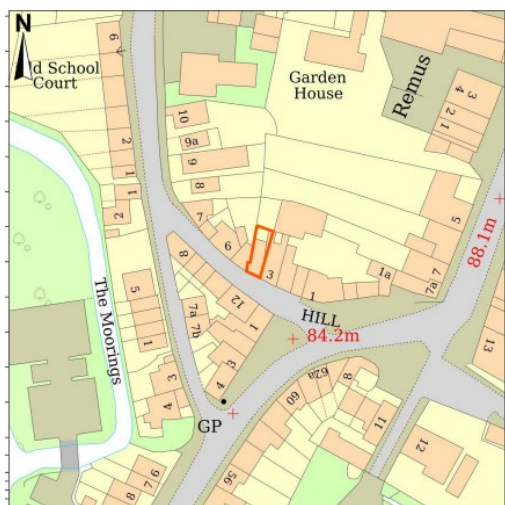


Comparison with the Block plan above shows that the footprint is not enlarged over the side garden; the officer has been asked to clarify what the red line represents, as it is neither the site boundary, nor the extension area. Note that the orientation of these two plans is not the same as the Location and Block plans above.

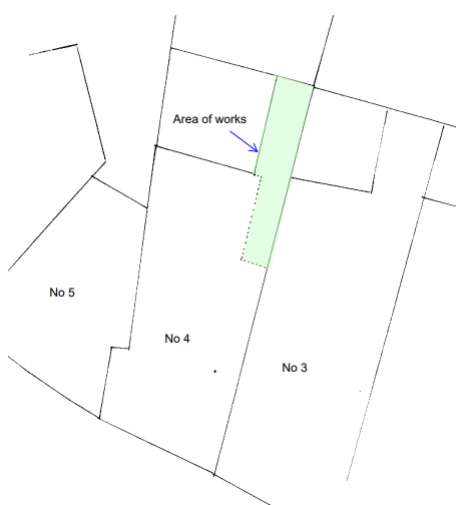
## 4. 24/01282/ALB

4 Bristle Hill, MK18 1EZ

Listed building application for re-roofing of existing covered passageway and EC to rear  
Walton



Location plan



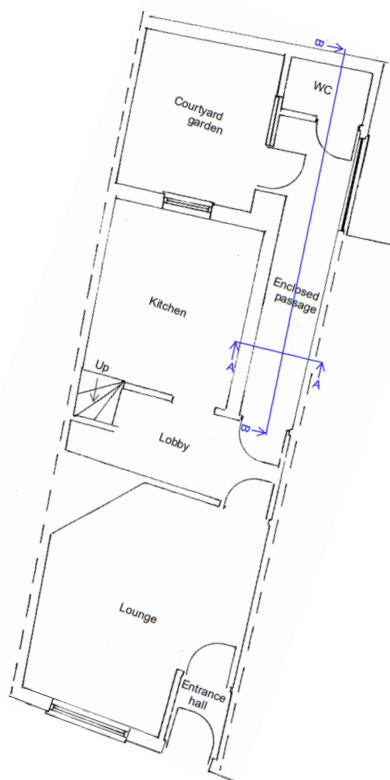
Block plan



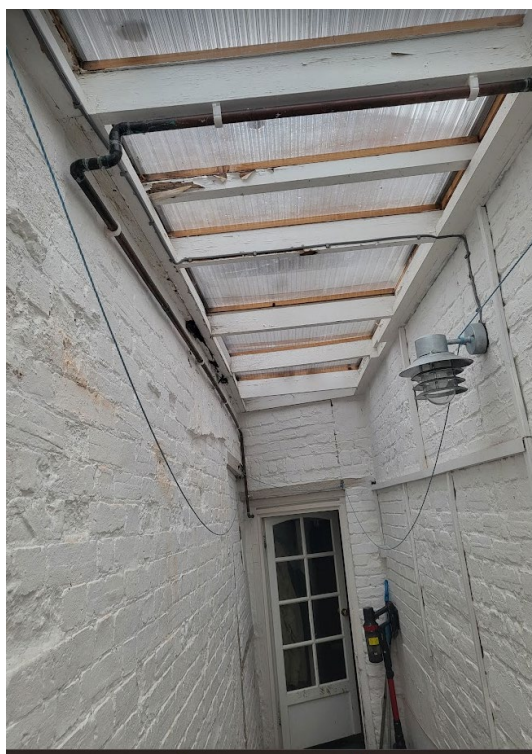
4 Bristle Hill (26/4/24)

The site is a Grade II Listed Building on the north side of Bristle Hill, towards the Nelson Street end, and in the Conservation Area. To the rear of the main house is a small courtyard linked to the house by a covered passageway with a building at the end housing a WC and utility appliance(s). There is no evidence of any previous applications for this house, but it seems likely that this was the original outside WC for the 19<sup>th</sup> century house, with possibly a wood or coal store between it and the rear wall. No 3 (on the right in the photo above) is a like design but reflected so also has a passage against the common boundary.

The passage and end building have a slightly sloping polycarbonate roof which is leaking, and the applicant wishes to re-roof with an EPDM (rubber) membrane and insulation, and add a box gutter to route surface water away "properly" – there is no detail of where the gutter will drain to, so one has to assume an existing drain in the courtyard.



Existing and proposed ground floor plan



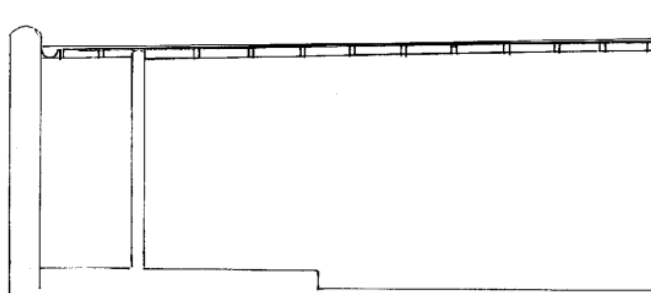
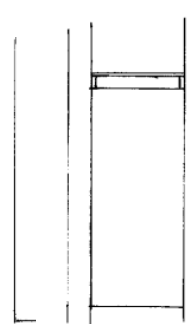
Existing passage roof (all these applicant's photos)



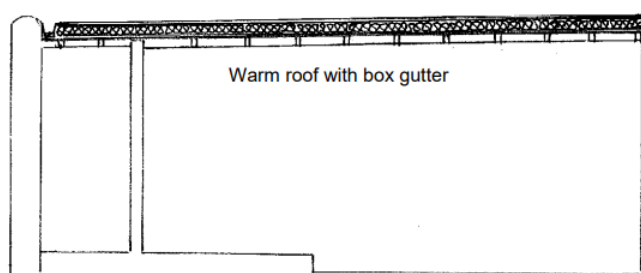
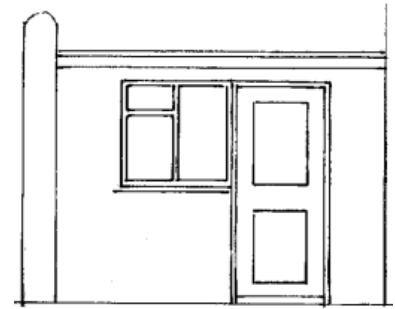
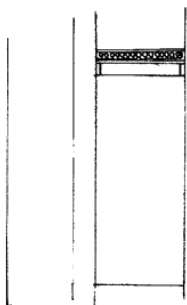
View of courtyard building from house



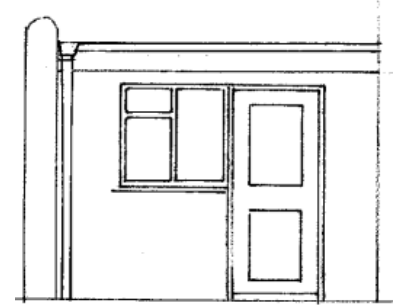
Courtyard building roof from courtyard doorway

Existing  
Section B-B along passage

Section A-A across passage Elevation to courtyard

Proposed  
Section B-B along passage

Section A-A across passage Elevation to courtyard





5. 24/01285/CPL

2 Westfields, MK18 1DZ

Certificate of Lawfulness for proposed dropped kerb to give access to new permeable driveway being installed in front of house

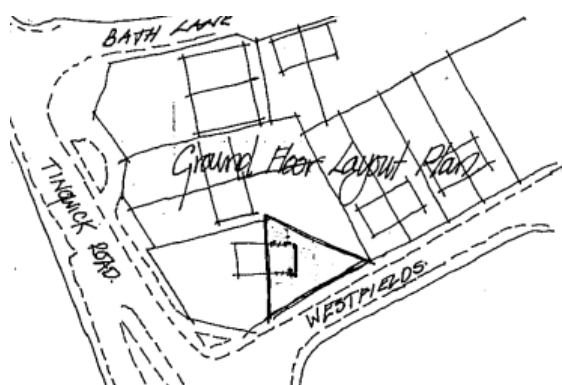
Alexander



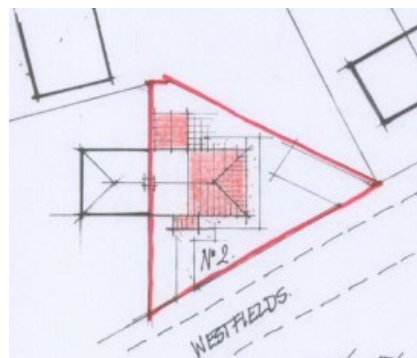
Location plan



The current front elevation (all photos 1/5/24)



Original site plan (from 2002 application)



Red areas show the 2002 extensions

The site is an ex-Council house at the entrance to Westfields off Tingewick Road; originally a 3-bed semi-detached with a ground-floor bathroom and a small outhouse (?coalshed) on the side elevation. The plot is triangular, with very little garden at the rear but a good sized area to front and side. In 2002 the house was considerably extended with a porch at the front, a conservatory at the rear, and a two storey side extension adding a utility room, cloakroom and new sitting room on the ground floor, and a 4<sup>th</sup> bedroom with en-suite bathroom, and a family bathroom on the first floor. The previous master bedroom was divided to give it an en-suite shower room, the downstairs bathroom became a laundry room, and the sitting room a dining room, allowing the kitchen to occupy the whole width of the rear of the original house. The officer at the time was satisfied that the side garden area could accommodate the required 3 parking spaces for a four-bedroom house, and this is part concrete, part gravel, and the angle at the eastern end has a shed on it.

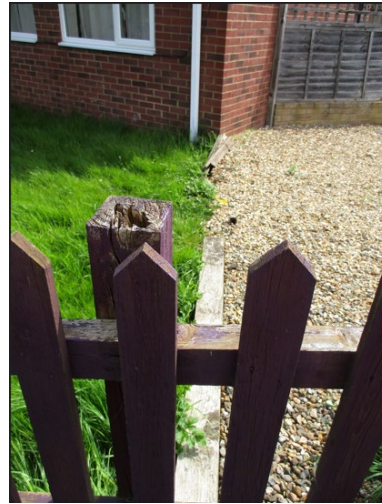


The existing dropped kerb, parking area and shed





Nos 1 & 2 Westfields from the Tingewick Road,  
No 1 (left) has parking for 3 cars and the caravan.



The junction between the parking and the front lawn.

The slope of the land means that the side garden is above the level of the front garden, but it is difficult to gauge how much as the grass was quite long on the day I visited.

Apart from the application form, the location plan (above) and a 2009 Google Streetview photo marked up with the existing and proposed dropped kerbs (not included as it is distorted to include both, and thus not giving a true picture) there are no drawings submitted. A covering note explains that the applicant wants to have the Certificate in place before having plans drawn up and seeking quotations.

The proposal is to move the access to be in line with the front door, and block up the existing access. The new driveway is to be of permeable construction, but there is nothing to indicate whether it will be large enough to accommodate 3 vehicles to current standards, and what is to happen to the existing parking area. The applicant is blind and finds the difference in the levels difficult and this proposal is to eliminate the problem. Whether the new paving will be ramped to eliminate the two steps at the front door is not stated.

#### Planning history

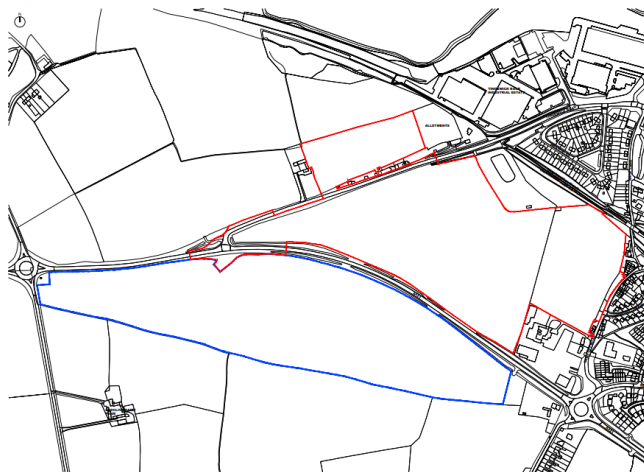
1	02/02076/APP	Two storey side extension, porch and conservatory	Approved
2	24/01285/CPL	Certificate of lawfulness for proposed drop kerb to give access to new permeable driveway being installed in front of house	Pending Consideration

#### 6. 24/01331/VRC Land at Tingewick Road [St. Rumbolds Fields south]

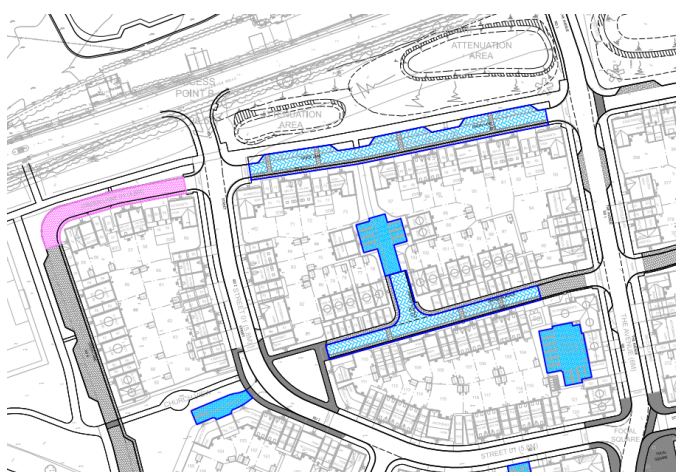
Variation of condition 7 (water quality) 10 (plans) relating to application 20/00886/ADP (Variation of condition 10 of planning permission 17/04668/ADP as amended by 17/A4668/NON - To vary drawing references within condition 10 to allow amended distribution, and amendment, of proposed homes and give effect for 9 additional homes to the layout of homes south of Tingewick Road)  
*BDW Trading Ltd.*

The site is St. Rumbold's Fields South, part of the large estate on both sides of the western end of Tingewick Road. This is a Variation of Condition application to the decision sheet for 20/00886/ADP, itself a variation of 17/04668/ADP inserting extra houses.

Parts of the roadways are of permeable paving (the lighter herringbone hatching is adoptable, the darker areas are privately owned). Discussion with Highways' about the area in the northwest corner of the site coloured pink below, agreed as permeable paving, has resulted in a decision to make this a hard surface instead, but this means the approved drawing list is now incorrect, and the different material has had to be assessed for any effect in the drainage water quality, updating that document as well (the effect is minimal). The required alterations to the conditions are in red below the drawings.



Location plan (red boundary)



Section of road layout subject of Variation

7. The scheme shall be implemented in accordance with the details set out in the ~~assessment of~~ water quality ~~assessment~~ approved by the Local Planning Authority on ~~6 March 2020~~ *[new date to be inserted]* under application reference ~~17/A4668/DIS~~ 24/01331/VRC before the development is completed.

Reason: To ensure that sufficient surface water treatment is provided by the sustainable drainage strategy ~~prior to construction~~ in accordance with the National Planning Policy Framework and policy I5 of the emerging VALP.

10. The development shall be carried out in accordance with the following approved plans:  
(List of 122 plan numbers and revision levels as at February 23 2021 includes drawing number 17747-BUCK-5-SK005-B Permeable Paving Extents 1 October 2020 which will become 17747-BUCK-5-SK005-C Permeable Paving Extents *with the new approval date*) which is the version the section above is clipped from.

#### 7. 24/01365/VRC

36 Chandos Road, MK18 1AP

Variation of condition 4 (No kitchen facilities including kitchen units, kitchen sink or cooking hobs shall be installed at any time within any of the 7 bedrooms hereby permitted) attached to 23/01938/APP (Conversion of 4-bedroom house into 7 HMO units with shared facilities)

*Olatunde*



Nos 37 – 36 – 35 Chandos Road &amp; the school fence

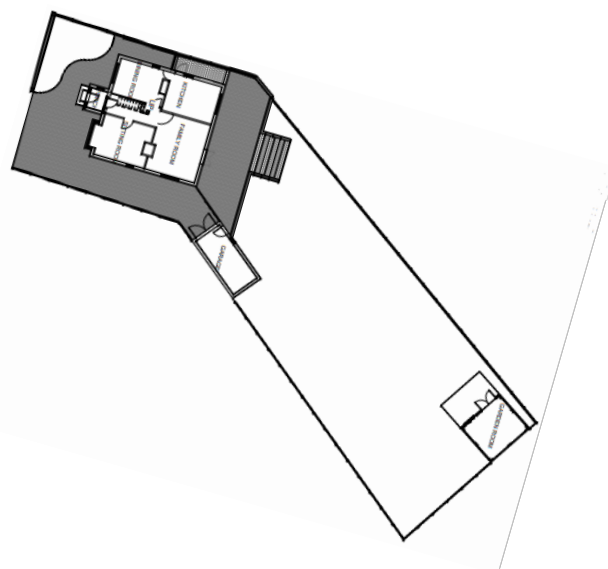


The house and garage

(22/1/24)



Location plan

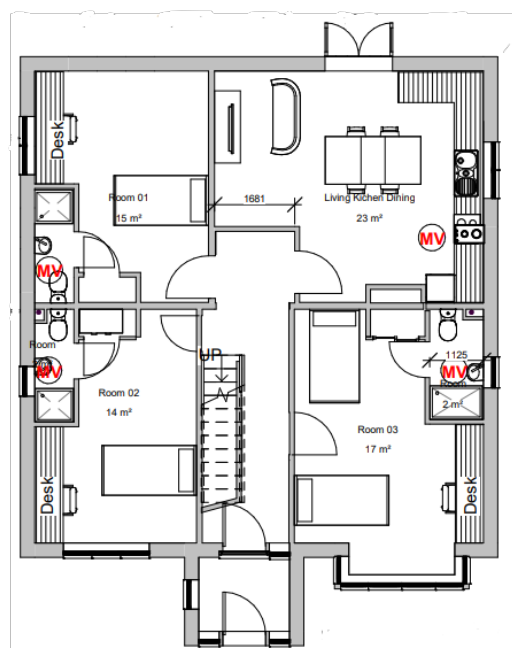


Site plan rotated to match

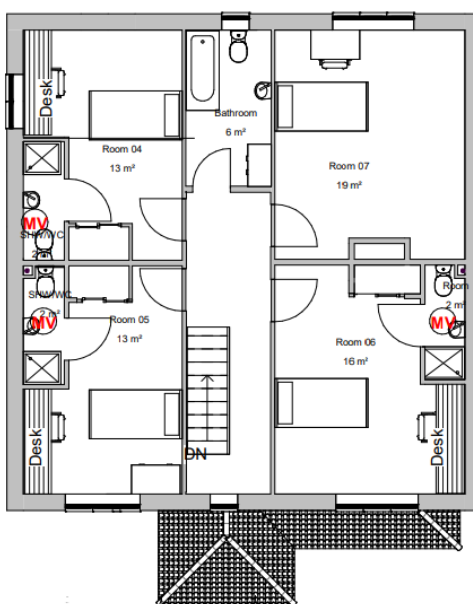
The site is the middle house of the three on the east side of Chandos Road, between Sainsbury's and the George Grenville Academy. It is a double-fronted 4-bed detached house with a large front porch, and a square bay window to the right of it; the porch and bay have tiled sloping roofs. There is a large rear garden set at an angle to the house, with a garden building at the far end, and a detached garage behind at an angle to the house. (The garden backs on to that of 4 London Road, also approved as an HMO for 7 people). The majority of the front garden is paved, and there is driveway parking beside the house. Parking for 3 vehicles is therefore possible, though the applicant states that there are only two spaces, which will be allocated on a first-come-first-served basis, and occupants will be informed of this. The garage is to be used for storage.

An application (23/01938/APP) to turn the house into a HMO (originally 8 bedrooms, amended to 7 and a communal kitchen/dining/sitting room) was approved on 13<sup>th</sup> October 2023. An application to build an extension on the rear of the house to provide extra rooms for letting was withdrawn on 6<sup>th</sup> March (23/03907/APP).

The decision sheet for 23/01938/APP lists the 'floor plans and elevations' drawing as being PL11 Rev.E which was a late Amended Plan submitted on 11<sup>th</sup> October and not consulted on. The decision was made on 13<sup>th</sup> October. The floor plans for Rev.E. were:



Ground floor



First floor



The last plans considered by Members were Rev. C (no longer available on the web site – these plans below are taken from a scan of the (hand-coloured) drawing in my file) - which showed some rooms with kitchenettes.



Condition 4 on the decision sheet is as the application description, with the reason given as Reason: To ensure the property is used as a House in Multiple Occupation and not self-contained units leading to amenity and parking issues in accordance with Policies BE3 and T6 of the Vale of Aylesbury Local Plan (Adopted September 2021), the provisions of the NPPF.

The Design and Access Statement appears to be unaltered from the original version of the previous application (it refers to 8 HMO units, and each room having been provided with a kitchenette, which wasn't so in the earlier version above, and which had been removed before the decision was made).

This application is to remove or vary the condition, but one has to assume removal is required, and the previous version above reinstated. The 'reason given' is identical to the desired change:

### Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

There are various Hmo in the are which has been granted permission with kitchen

If you wish the existing condition to be changed, please state how you wish the condition to be varied

There are various Hmo in the are which has been granted permission with kitchen

I have examined all the HMO conversion applications received by BTC since 2020 to verify this statement and the results are:

Application	Decision	Address	No. of units /max. no of persons	Accommodation
20/01830/APP 20/02506/ALB	Withdrawn Withdrawn	51 Nelson Street	3 / 3	Ensuite shower-rooms; communal kitchen & living room
22/03472/APP	Approved	35 Lace Lane	7 / 7	Existing HMO + 2 rooms in converted loft; communal shower-room on each floor and bathroom on 1 <sup>st</sup> floor; communal kitchen/diner and conservatory on ground floor.
23/01175/APP	Approved	39 Bernardines Way	6 / 7 (1 double room)	Room 4 does not have ensuite facilities (the existing family bathroom is on the landing outside its door); all the others have an ensuite shower-room. All rooms have a kitchenette. There is a communal living/dining room and utility room. As not all the rooms are self-contained bedsits, and there may be more than 6 residents, it has to be a HMO.*
23/01938/APP	Approved	36 Chandos Road	7 / 8	Rooms 1-6 have ensuite shower-rooms; Room 7 is adjacent to the communal bathroom on the landing outside; communal kitchen/diner/sitting-room
23/03405/APP	Approved	4 London Road	7 / 7	All with en-suite shower room; communal kitchen/diner with small conservatory to provide sitting room
23/03907/APP	Withdrawn	36 Chandos Road	Additional 5 to 7 approved above plus conversion of communal dining room to an eighth bedroom in the original house (making a total of 13 bedrooms)	12 of the 13 rooms have an ensuite shower-room (the other is next to a bathroom off the hallway), and all but rooms 6 & 7 (ground floor) and 12 & 13 (first floor) in the proposed extension had a sink/drainage in the 'desk' unit in the room; their occupants will have to wash up in the ground floor communal living/ dining/kitchen room . There is no visual indication of a hob or other kitchen equipment on the plans

\* The Housing Officer's Comment on 9<sup>th</sup> May 2023 included "This one shared facility will technically make the property a mandatory HMO, for which we have received an application to licence, which is yet to be processed. Provided that fire safety provisions are suitable, then I have no objections to this application."

Note that the applicant also owns 39 Bernardines Way, which is the only one which has cooking facilities in the bedrooms – each kitchenette has a sink/drainage, 2-burner hob and worktop.

#### Property History

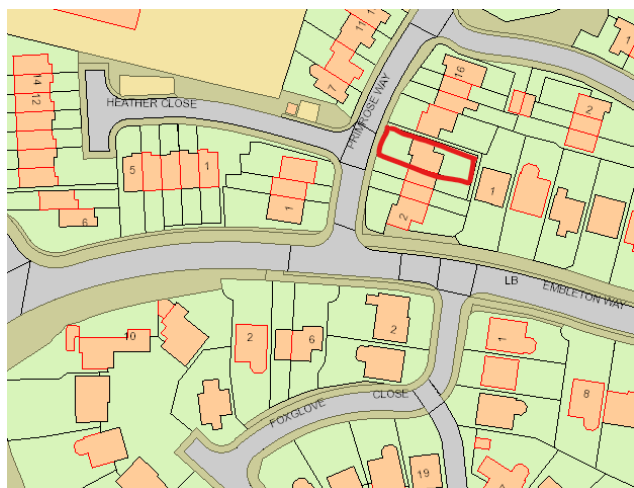
1	85/00756/AV	USE AS STUDENT RESIDENCE AS LONG AS THESE PREMISES ARE OCCUPIED BY THE UNIVERSITY OF BUCKINGHAM OR SOME OTHER BODY ASSOCIATED WITH THE UNIVERSITY FOR THE PROVISION OF STUDENTS LIVING ACCOMMODATION	APPROV
2	88/00481/APP	STUDENT RESIDENCE SO LONG AS THESE PREMISES ARE OCCUPIED BY THE UNIVERSITY OF BUCKINGHAM OR SOME OTHER BODY ASSOCIATED WITH THE UNIVERSITY FOR THE PROVISION OF STUDENT LIVING ACCOMMODATION	APPROV

3	91/00715/APP	CONTINUED USE AS STUDENTS RESIDENCE (RENEWAL OF APP/0481/88	APPROV
4	92/00855/APP	CHANGE OF USE FROM MULTIPLE STUDENT ACCOMMODATION TO CHURCH MEETING ROOMS WITH SELF CONTAINED FLAT OVER	REFUSE
5	08/00888/APP	Single storey front extension	Approved
6	23/01938/APP	Conversion of 4-bedroom house into 7 HMO units with shared facilities	Approved
7	23/03907/APP	Existing HMO extension to create an additional 5 rooms with shared facilities and utility/storage	Withdrawn
8	24/01365/VRC	Variation of condition 4 (No kitchen facilities including kitchen units, kitchen sink or cooking hobs shall be installed at any time within any of the 7 bedrooms hereby permitted) attached to 23/01938/APP (Conversion of 4-bedroom house into 7 HMO units with shared facilities	Pending Consideration

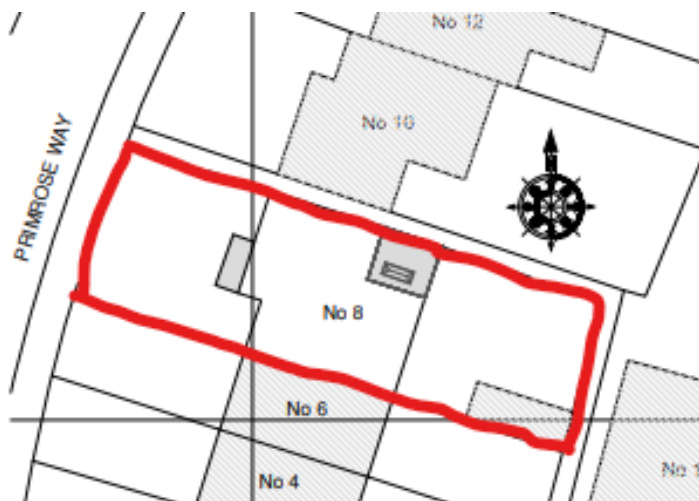
**8. 24/01370/APP**

8 Primrose Way, MK18 1FS

Householder application for front porch and single storey rear extension

*Howard*

Location plan



Site plan



No 8 (the white door is No 6) (11/5/24) The whole terrace (from left to right Nos 8-6-4-2) with No 10 far left

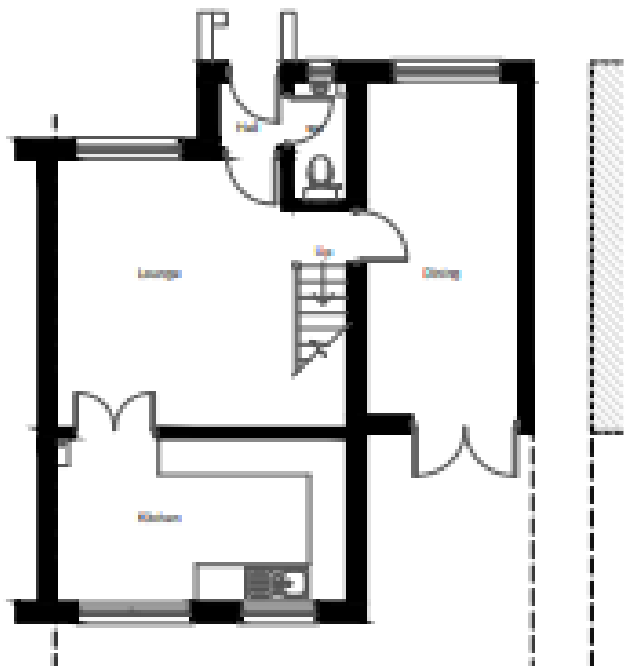
The site is on the east side of Primrose Way on Mount Pleasant, about halfway between Embleton Way and Bluebell Close and almost opposite the entrance to Heather Close. It is the most northerly of a terrace of 4 houses (Plot 43, House-type Vyne; "Vynes" bookend the terrace and are 3-bedroom with an attached garage, the two in the middle are "Tintagel" 2-bed houses with on-plot front parking bays). The end houses have gable-roofed porches, and the porch and en-suite bathroom over it and the single storey garage project forward under a gable roof with a catslide extension. The remainder of the end houses and the middle two are stepped back from this building line and the latter have a single-pitch porch roof over the front door. The ridge lines step down the hill from №2 to №8 in a regular manner. A side passage approximately 1m wide separates the garage from №10's and extends along the back of the gardens of №8 and №6. №s 10-16 form a similar block on a matching building line to the north.

The garage of №8 has already been converted into a dining-room with a 3-pane window replacing the door.

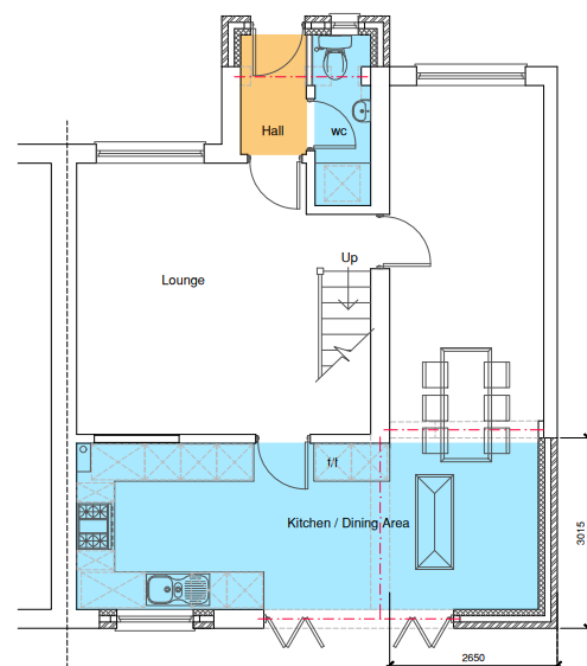
The proposal is

1. To extend the existing porch forward, widening it to include the width of the cloakroom beside the hall to make a longer hallway, and a shower-room/cloakroom with a small obscure-glazed window matching the existing.
2. To remove the rear wall of the garage and infill the rectangle at the rear with an extension to the depth of the existing kitchen, with a part flat/part sloping roof with lantern skylight. The window in the rear wall of the existing kitchen/diner will be moved over to be above the re-sited kitchen sink (where there is a french window with opening door section currently), and two new bifold doors inserted more centrally.

There will be no new side windows to overlook neighbours, and all materials will match existing.



Existing ground floor layout

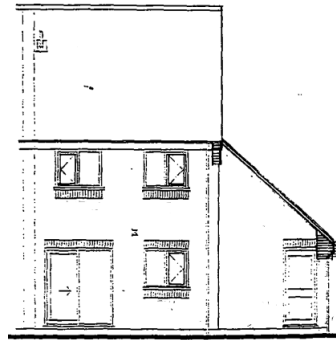
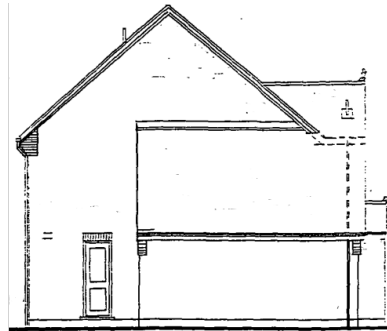


Proposed ground floor layout

#### Property history

1	95/01968/AOP	RESIDENTIAL DEVELOPMENT TOGETHER WITH FORMATION OF NEW DISTRIBUTOR ROAD WITH ACCESS ROAD SPUR INCLUDING JUNCTION ONTO A421 BYPASS. PROVISION OF PUBLIC OPEN SPACE LOCAL CENTRE & ASSOCIATED INFRASTRUCTURE	Approved
2	98/01360/ADP	Erection of 95 dwellings	Approved
3	24/01370/APP	Householder application for front porch and single storey rear extension	Pending consideration

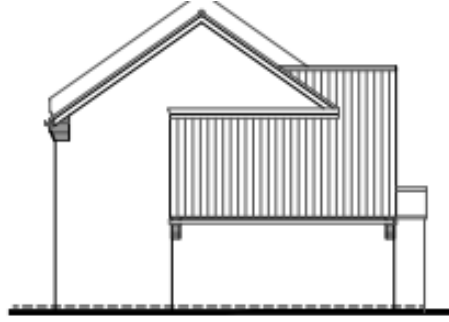




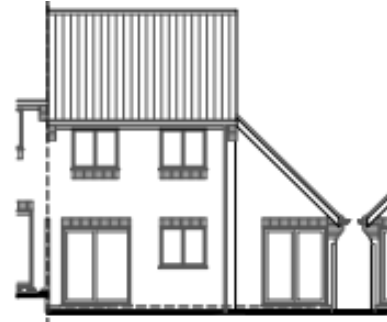
Original house (98/01360/ADP) - front – side – rear elevations



Existing front



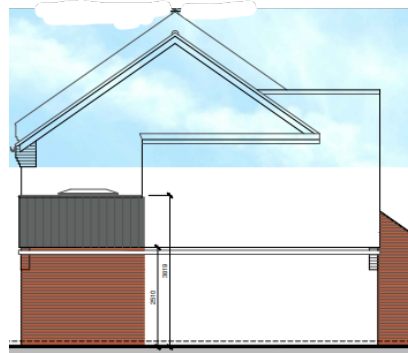
side



rear elevations



Proposed front



side



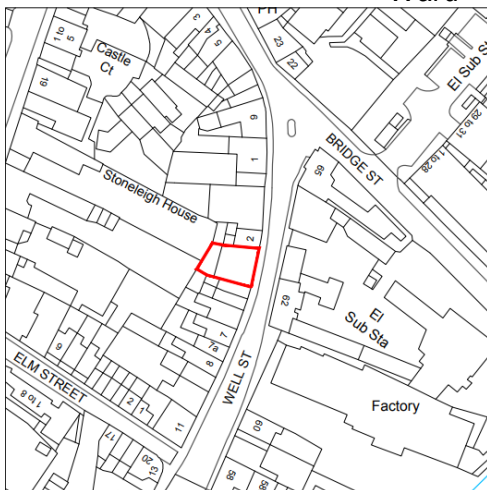
rear elevation

## 9. 24/01407/ALB

3 Well Street, MK18 1EW

Listed building application for internal alterations to include removal of bar and raised floor, modifications to modern staircase, demolition of modern partitioning and construction of new partitioning

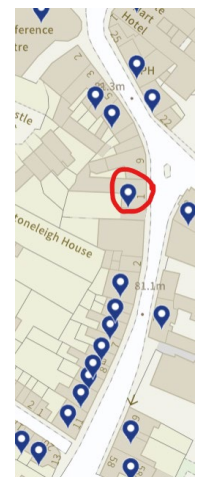
Ward



Location plan



Front of building (11/5/24)



Nearby Listed Buildings



The site is The Garage, briefly the Black Goo, restaurant, in Well Street; built as a chapel in 1726, it is Listed Grade II, and in the Conservation Area. The original doorway has been altered to allow use of the interior as a garage/workshop. The works to change it to restaurant use included enclosing the small rear yard to provide office, stockroom and toilets, and an accessible toilet was provided in the building itself under a new staircase on the southern wall, and a commercial kitchen was formed at first floor level. The pre-existing stairs are on the north wall, with direct access to the street through double doors and this will become the access to the upper floor, with ground floor access only via the central double doors.

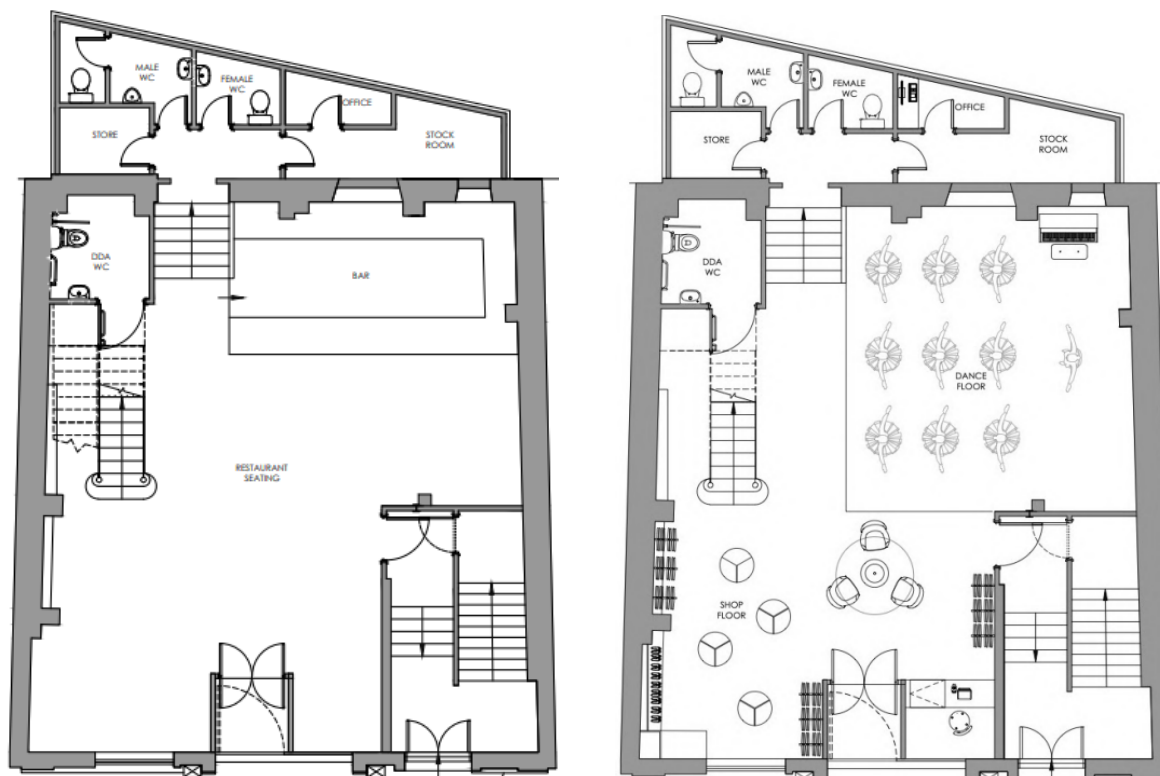
The proposal is to

- Remove the upper flight of the new staircase; the lower flight will be retained as access to the plant room on a half landing above the accessible toilet;
- turn the upper floor into an architect's office, meeting room and kitchen for the applicant, and retaining the existing toilets; the existing stud wall partitioning round the kitchen area will be removed and a new partition wall will be installed to close off the meeting room area;
- remove the modern bar fittings and raised floor on the ground floor, making the front part a shop and the rear part a ballet class room and retaining the enclosed yard uses.

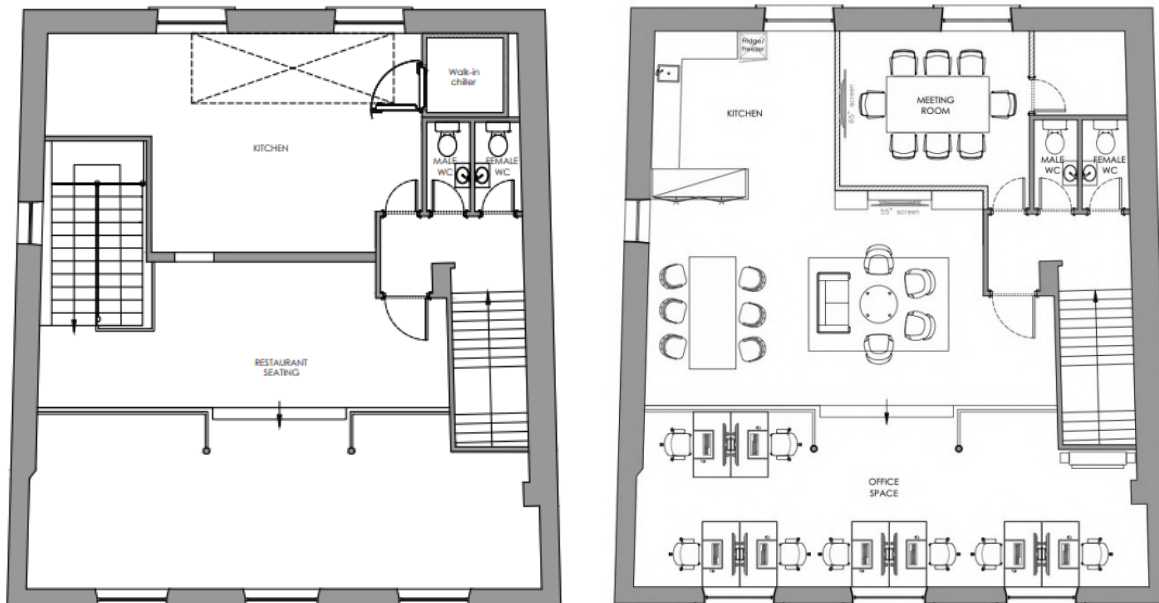
No changes to the exterior are planned; the Official Listing (1952) includes the following details of the interior:

INTERIOR: now divided horizontally with floor incorporating remains of gallery round 3 sides. Early C19 former gallery staircases to front corners. Roof structure of original core survives complete. Front was brought forward 10ft in early C19 alterations, probably reusing earlier dressings in new front. Built for a Presbyterian, afterwards Independent congregation formed c1700. Last used as a meeting house by Plymouth Brethren who met on upper floor.

The roof structure will remain visible as existing (see photos below).



Existing and proposed ground floor



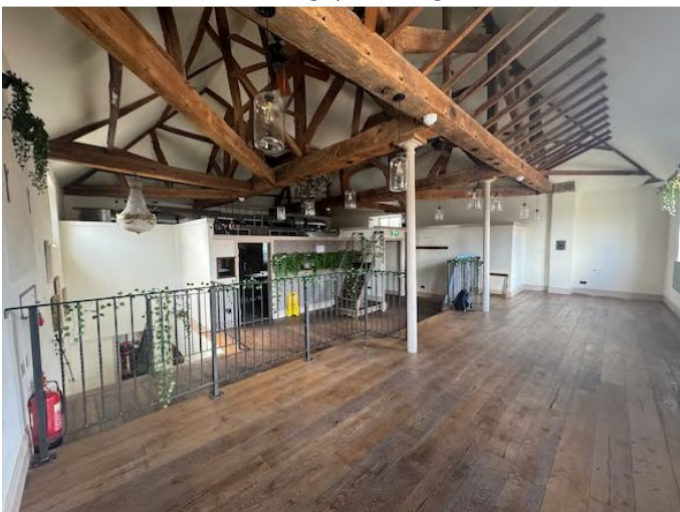
Existing and proposed first floor; the stud wall around the kitchen is to be removed and a new partition round the meeting room installed



The modern staircase and plant room; the upper flight is to be removed and the gap made good



The existing bar area which is to become the dance studio



Two photos of the internal roof structure which is original (see Listing above). These four are the applicant's photos.

## Property History

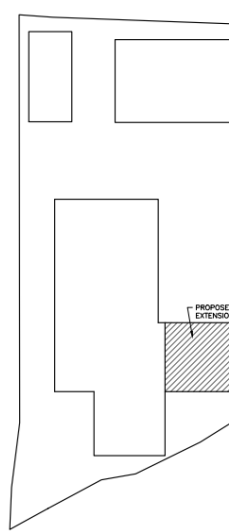
1	07/02893/APP	Change of use of garage to ground floor cafe/bar with first floor function room	Application Withdrawn
2	07/02894/ALB		
3	08/00182/APP	Change of use of garage to ground floor café/bar with function room above	Approved
4	08/00187/ALB	Internal and external works to provide ground floor cafe/bar with first floor function room	L. Building Consent
5	14/00388/APP	Change of use from garage to No.4 flats with parking and single storey rear extension	Both Withdrawn
6	14/00389/ALB	Change of use from garage to No.4 flats with parking demolition of Chapel gallery floor and stairs insertion of No.2 floors, stairs and internal walls, windows and single rear extension	
7	15/00753/APP	Change of use from garage to 4 no. one bedroom and 1 no. two bedroom flats.	Both Refused
8	15/00754/ALB		
9	15/03645/APP	Change of use from garage to cafe/bar	Approved
10	16/00533/ALB	Internal layouts & elevations (Amendment to listed building consent 08/00187/ALB).	L. Building Consent
11	16/00874/APP	Variations to internal and external layouts and elevations including infilling to rear light well (amendment to planning permission 15/03645/APP)	Approved
12	16/01944/ALB	Internal alterations including change to bar design, minor change to proposed staircase design (reversed circulation) and change of layout to front staircase and lobby, and change of extraction system and flue. (Amendment to Listed Building Consent ref 16/00533/ALB).	L. Building Consent
13	24/01407/ALB	Listed building application for internal alterations to include removal of bar and raised floor, modifications to modern staircase, demolition of modern partitioning and construction of new partitioning.	Pending Consideration

## 10. 24/01412/APP

Avenue Lodge, Stratford Road, MK18 1NY  
Householder application for two storey side extension  
*Burnside*



Location plan



Site plan



Aerial view



The site is the detached originally 2-bed house on Stratford Road east of the Cadet enclosure and at the foot of Maids Moreton Avenue which runs beside its western boundary. It appears to have been built in the late 19<sup>th</sup> century (not on the 1883 OS map, but is on 1900 OS map) and has been much altered and used as business premises over the years, and then returned to residential use. It is not Listed or in the Conservation Area, but many of the trees in Maids Moreton Avenue are Protected..

The houses to the east (Nos 28 – 31 Stratford Road) are c.1970s (early Page Hill), and those opposite (Wharfside Place) are mid-1990s. No 28 comes quite close to the common boundary (see aerial view above).

The street elevation has an angled bay window at ground floor level (to the kitchen) and the 'front' door is on the west of this, on the side elevation. The ground slopes upward from front to back of the plot, and very slightly from west to east.



View of house from Stratford Road; Maids Moreton Avenue on left, No 28 Stratford Road on right



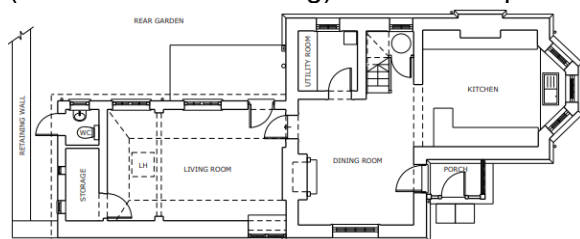
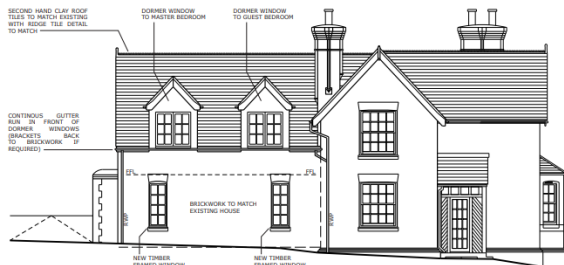
The eastern elevation

The 2014 application widened the rear part of the house to match the front section's width and added a second storey with dormer windows each side to the single storey rear section of the house adding a master bedroom with ensuite and another bedroom, making a total of 4. There is enough parking to the side and rear for 3 vehicles. The officer at the time considered that the lack of clear subsidiarity of the ridge line was not a weighty consideration.

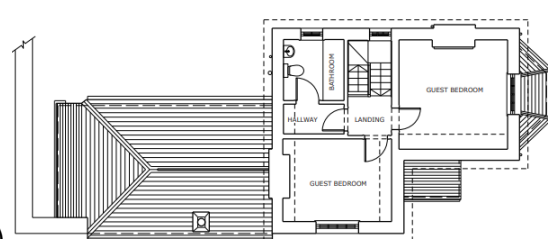
So the drive side of the house went from



this (the other side matching) and the floorplans from

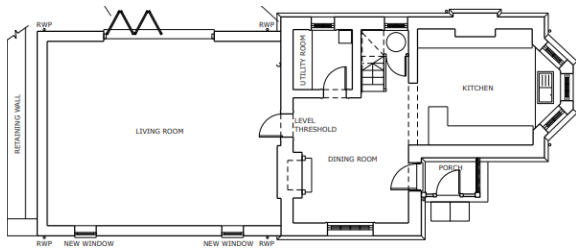


(ground)

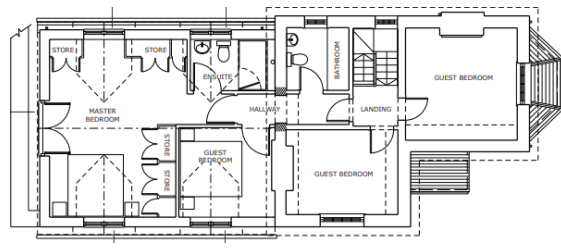


(first)

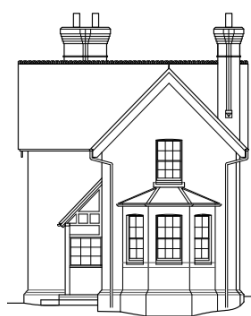
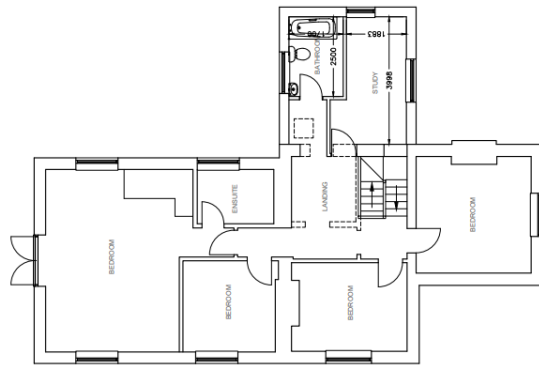
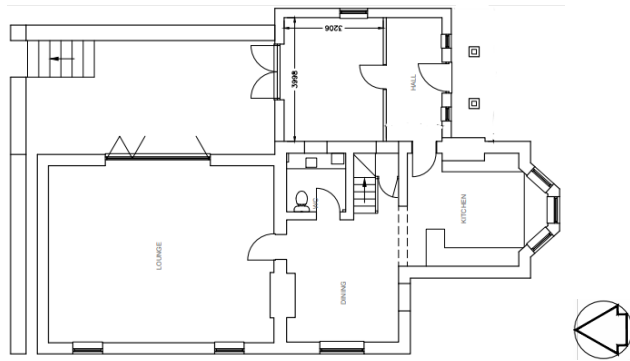
To



and



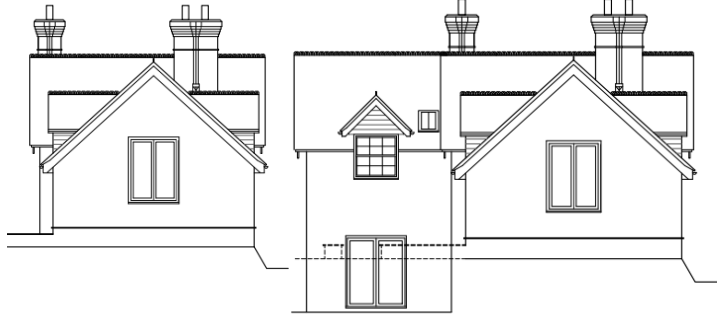
The new proposal is to extend to the east at ground and first floor levels, moving the front door to the new extension and creating a hall and further room, use unspecified, behind it, and a study and bathroom at first floor level, with access via large landing made from the existing bathroom. The existing porch will be removed. The chimneys are to be retained. Matching materials are specified.



FRONT ELEVATION  
Existing

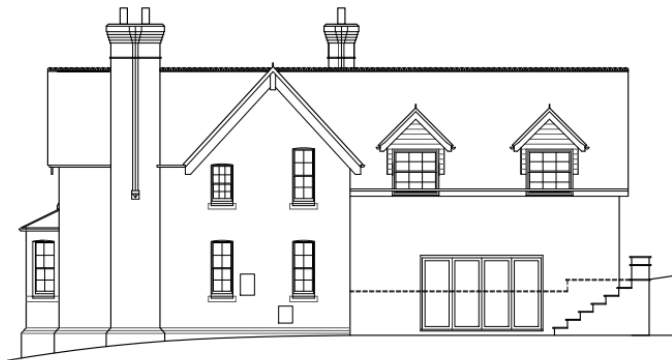


FRONT ELEVATION  
Proposed – there is no extension  
to the left, it is an illusion created  
by the deletion of the porch



REAR ELEVATION  
Existing & Proposed rear elevations

Existing & Proposed side elevations



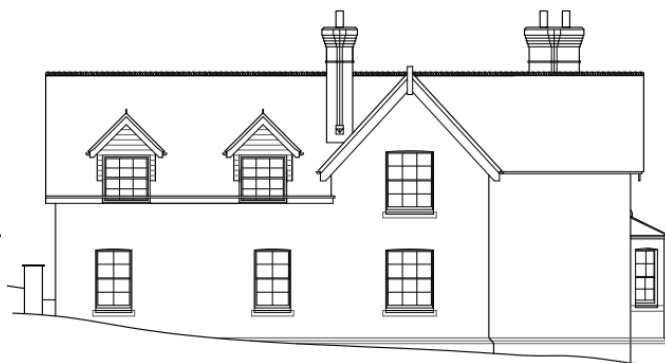
RH ELEVATION (E)



RH ELEVATION



LH ELEVATION (w)



LH ELEVATION

## Property History (not trees)

1	85/00179/AV	INCORPORATION OF LAND WITHIN PRIVATE GARDEN	Approved
2	88/00671/APP	USE OF PROPERTY AS RESIDENCE AND DOCTORS SURGERY	Approved
3	89/02866/APP	USE OF GROUND FLOOR AS A PROFESSIONAL SERVICES OFFICE AND NO OTHER USE WITHIN CLASSES B1 OR A2	Approved
4	11/02215/APP	Two storey side extension for additional office use and demolition of existing garage <i>[a semi-derelict timber structure in the rear garden]</i>	Approved
5	12/02371/APP	Change of use from business to residential use and first floor extension	Approved
6	14/01859/APP	Demolition of the existing single storey rear extension and replacement with a two storey rear extension and dormer with dormer windows to front and rear elevations	Approved
7	24/01412/APP	Householder application for two storey side extension	Pending Consideration

## 11. 24/01452/APP

50 Overn Avenue, MK18 1LT

Householder application for first floor side extension

*Henderson*

Location plan



Site plan

The site is a large kite-shaped corner plot where the oval green is on the eastern end of Overn Avenue opposite the entrance to Overn Crescent. It is a semidetached 3-bedroom ex-council house with a single-storey side building with a lean-to roof, and a garden edged with mature trees and a thick evergreen hedge around the corner, and a separate driveway with parking for three cars (5.5m x 3m bays) and a garage. There are no drawings available for the earlier alterations, but comparison with other house plans in the area shows that it is likely that the 1986 extension provided a kitchen extension, cloakroom and the family



room (the last probably an adaptation of an existing outhouse. The decision sheet only references a 'rear elevation' drawing and condition 2 was to provide other elevation drawings.)

#### Planning history

1	86/01601/APP	EXTENSION FOR LIVING ROOM/KITCHEN	APPROV
2	24/01452/APP	Householder application for first floor side extension	Pending Consideration



Front of house and side garden (15/5/24)



Side of house (with parked car on driveway just visible)



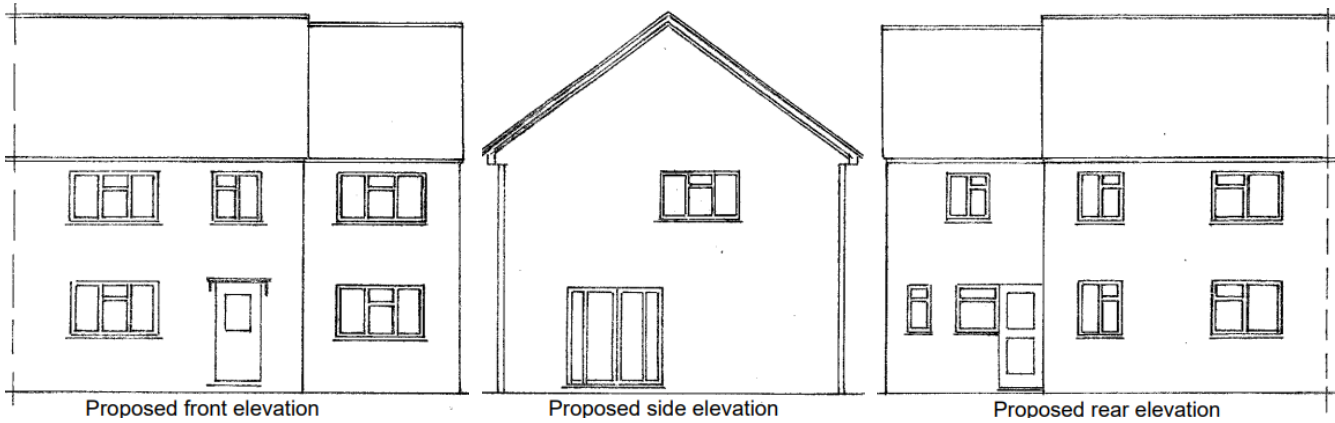
Driveway parking along side fence and garage behind



Existing front elevation

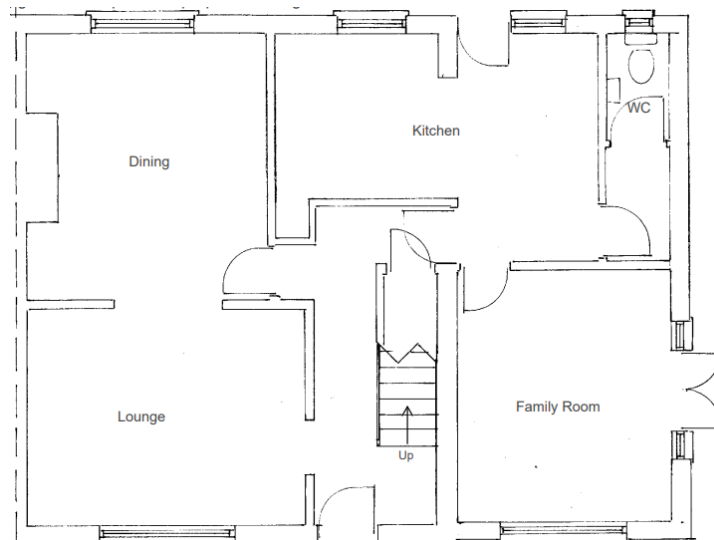
Existing side elevation

Existing rear elevation

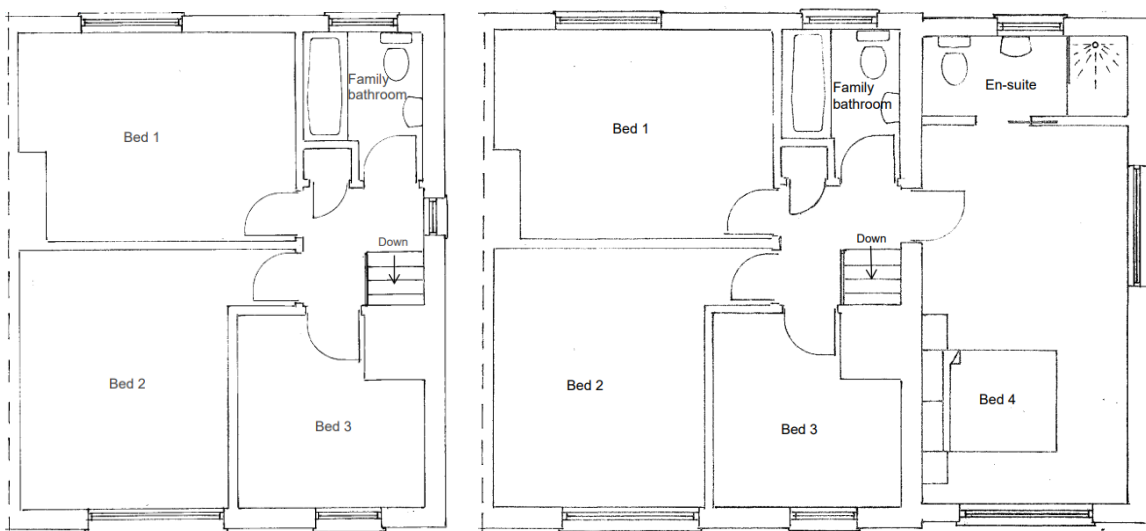


The proposal is to extend this side part with a second storey over its whole footprint to provide a fourth bedroom with an en-suite shower-room at the rear. Its gable roof will be at the same angle as that of the original house, and its ridge line subsidiary. The back wall will have a window matching the existing adjacent one on the house, but presumably obscure-glazed. There will be a 3-panel window in the side and front walls of the bedroom and access will be from the landing at the site of the existing single-pane landing window. None will cause overlooking concerns.

Matching materials are specified, and the existing driveway parking is adequate for a 4-bedroom house.



Existing ground floor plan (no changes proposed)



Existing and Proposed first floor plans



## Amended Plans

12. 23/03831/AOP

Land adj. 33 Hare Close, MK18 1EN

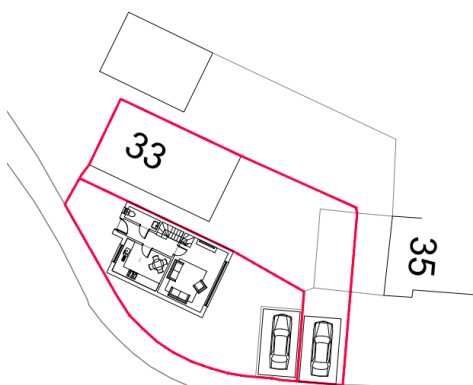
Outline application with all matters reserved for erection of two storey dwelling  
*Biggs*



Location plan



Front elevation (11/12/23)



Original red line Site Plan (7/12/23) & proposed ground floor layout



Amended redline Site Plan (26/3/24)



Nºs 25-33 Hare Close follow a curved building line with staggered fronts and are separated by one path width



The rear of the house. The hedge on the left is the boundary to Hare Close. The fence and gate on the right give access to the garage from the rear garden (11/12/23)

Members are referred to PL/134/23 attached to the 18<sup>th</sup> December 2023 agenda for a fuller description of the proposal.

The site is the side garden of a 3-bed detached house at the western (Hare Close) end of a curved row of 5 originally identical houses facing a green. A standard-height closeboard fence surrounds the garden, with a gate at the front, and another at the rear to give access to the garage, one of a row of three attached to №35, all facing onto Hare Close itself and Hare Close itself bends to the east at this point. There is a substantial hedge inside the part of the fence along the boundary with the public domain.

The proposal is an outline application to build a detached house for sale on this side garden land, leaving an adequate garden to the original house. The separation from №33 will be similar to the existing spacing, and the only window in this side of №33 appears to be to a bathroom. The house will have two double bedrooms and a bathroom on the first floor and a lounge across the whole width of the rear part of the ground floor and a kitchen/diner at the front, with the hall and stairs behind the front door. This has a projecting porch with a lean-to roof on the *left* side of the front elevation, but is otherwise not dissimilar to the existing houses, though with a rather smaller footprint. The living room also has a single storey section with a lean-to roof, and sliding door to the garden. It appears (and this is an Outline application only, so not necessarily final) that there will be no side windows either side and the new dwelling is set back from the existing, so no overlooking concerns. It is not clear whether the parking arrangements are hardstanding or garages (the existing garage is probably too small for modern cars). The existing dropped kerb is no wider than the existing driveway, so an extension will be necessary for the second vehicle access.

I expect matching materials to be conditioned if the application is approved.

Highways' December response noted that this was an AOP and thus the officer only assessed the location, and left consideration of the access and parking to the Reserved Matters application which would follow an approval.

The new and amended documents are as follows:

- Application form (*identical to the original except it is undated and the applicant's first name is omitted*)
- Ecology checklist (*unchanged: no effect on trees, hedgerows or animal species*); the Ecology Officer (April 2024) has asked for an Ecological Design Strategy
- Existing and Proposed plans and elevations (*red line boundary amended as above; no other discernible changes*)
- Bio diversity metric (*New Ecology officer has noted minor errors, but not serious enough to require a revised version*)
- Additional Planning Information addresses the objections raised by four near neighbours and the Parish [*sic*] Council in December and January. Three of the former were posted after our meeting.

At the 18<sup>th</sup> December meeting, Members responded as follows (after the standard 'no site notice' paragraph):

*Members felt the proposed additional dwelling constituted overdevelopment, and the parking provision indicated was not according to guidelines for a 3-bed + 2-bed house, which could lead to on-street parking on a bend. Members opposed on the grounds of overdevelopment, loss of green space, effect on the street scene and inadequate parking provision, pointing out the adding another parking bay would reduce the garden area even more.*

The objections are not dealt with individually, but rebutted by subject:

1. Driveway close to bend in road
2. Parking spaces
3. Construction Phase Disruption
4. Plot ownership
5. Ecological and Environmental Impact
6. Economic impact
7. Dimensions on drawings
8. BNDP Policy HP7 (windfall sites)

1. Driveway close to bend in road  
contains the following:
  - “As a suburban road traffic is limited to 20mph. At this speed and with this bend being relatively gentle the presence of a driveway adjacent two existing driveways is not typically considered an adverse impact on vehicle movements.” **The limit – confirmed by Highways’ response – is 30mph.**
  - “Additionally there have been no adverse comments from Highways regarding this at this stage and they have raised no objection in this regard.” **Highways’ response says (twice) that he isn’t going to comment at this stage. An absence of comment is not the same as ‘no objections’.**
2. Parking spaces
  - “we don’t believe that a reduction off on street car parking is a metric that is appropriate for consideration against this proposal.”
  - The dropped kerb across the new garage access “would only be ... approximately 2.8m wide” or “just over half a Buckinghamshire Standard Car Parking bay”. **It would still (if neighbours were courteous) be left available as an access and that does reduce available parking. Without a road across the front of the site, there is only Hare Close itself for visitor parking.**
  - The comment above about Highways’ response is repeated.
3. Construction Phase Disruption
  - The [neighbour’s] objection makes reference to limited street access which is not accurate or necessary. There is sufficient land around the proposed building to allow for delivery storage and working areas for the construction which won’t require road closures or any limitations to access for neighbours.”

**Even assuming the removal of some of the closeboard fence, and destruction of some of the hedge (contrary to the Ecology checklist) access is restricted and across a public pavement. There is a possibility that the front lawn will not accommodate all the building materials, so encroachment on the green may occur.**
4. Plot ownership  
(A neighbour had alleged that the fence had been moved to enclose some green space.) “The land outlined in red on the location plan is wholly owned by the applicants as per their title deed. We therefore consider this objection to be invalid.”
5. Ecological and Environmental Impact  
Re neighbour comments on setting a precedent for garden development, and loss of habitat. These are dismissed with “the proposed development reduces existing garden space for the dwelling at 33 Hare Close, this is not amenity land for the neighbourhood.” and “the BNG policies now in place in Buckinghamshire will mean that any development will need to increase Biodiversity”. **The amenity land for the two dwellings is reduced however, and might be considered to contravene the BNDP policy:**  
**DHE6 – Provision of good quality private outdoor space**  
 New developments will provide good quality private outdoor space, which will provide an area where people can spend quality time and enjoy their surroundings. In order to achieve a good living standard for future users of proposed development and its neighbours, it should be demonstrated that amenity has been considered and appropriate solutions have been incorporated into schemes.  
 7.13 This Policy seeks to secure development where private external space is demonstrated which could be used for a combination of activities, e.g. the cultivation of plants and vegetables; children to play; washing to be dried and hobbies to be pursued as well as providing an attractive setting for a dwelling and contributing to the overall green space of the area. In respect of proposed family dwellings the Town Council would generally expect to see the provision of private garden space (normally at the rear), of at least 10 metres in length; plot shape may allow for alternative distribution of equivalent amount of private space.
6. Economic impact  
House values are not a planning matter.
7. Dimensions on drawings  
Contrary to the allegation, drawings have scale bars and the scale ratio is shown on each plan or elevation within the drawing. Garden dimensions are not usually supplied, and this is an Outline Plan anyway, so more details could be conditioned for the Reserve Matters application.
8. BNDP Policy HP7 (windfall sites)  
**HP7 – Guidelines for Windfall sites**

Development for small sites, of 10 dwellings or less, within the settlement boundary, including previously developed land will be supported

6.8 Windfall sites are those sites which have not been allocated but which are within the Neighbourhood Plan Boundary Area on brownfield or infill sites i.e. land that has been previously developed.

6.9 The density of development should create a character that is appropriate to the site's context.

6.10 Windfall sites should have good connections as highlighted in other policies of this Plan.

“The very limited impact to its immediate context from an urban planning point of view suggests that this is a good opportunity to use available land to create an additional dwelling with no significant impact.” It will have an impact on the immediate neighbour (No.33) and the objectors who all live opposite, especially as there is only parking for one vehicle per household. It will also bring a two storey house nearer the street than its neighbours, closing an open aspect.

KM  
14/5/24



**Discharge Clause 36 of the Silverstone Park S106 obligation (cycle improvement works) Silverstone Park (24/01118/POA)**

Email from Buckinghamshire Council received 26/4/24

On behalf of the Development Management Major's Team and the Transport Strategy Team to make you aware of the progress that is being made towards improved cycling and pedestrian links between Silverstone Park development and Buckingham Town Centre.

By way of background you may be aware that within the Buckingham Transport Strategy 2017 this link was identified as a high priority. The document also highlighted that the then agreed form of the link was on-carriageway but that the Council's preferred option would be off-carriageway. Since the publication of the Buckingham Transport Strategy, the Government replaced earlier cycling infrastructure guidance with Local Transport Note LTN 1/20 Cycle infrastructure design, which further steers the direction of local cycling infrastructure towards off-carriageway designs. Through negotiations over the past few years, the Council have been able to secure the provision of part of an off-carriageway route by the developer, along with a partial financial contribution, in lieu of the full on-carriageway route through variation of the S106 for Silverstone Park. It is usually found that direct provision of this infrastructure by the developer works out to be the most cost-effective way to deliver this type of infrastructure.

We have now received the detail design for this first section. It is intended to eventually be (subject to future negotiations with other land owners and providers) a complete off-carriageway route between Silverstone Park/Circuit and Buckingham, including linking to Buckingham's Railway Cycle Path (to Brackley) which the Council has recently secured funding for. The scheme will compliment the Buckinghamshire Greenway project which is the on-going aspiration to connect walking and cycling routes across the whole county from the north (Brackley) to the south (Colne Valley).

<https://www.buckinghamshire.gov.uk/news/funding-secured-for-active-travel-scheme-in-buckingham/>  
(includes a link to the Buckingham Transport Strategy 2017 document)

<https://www.buckinghamshire.gov.uk/parking-roads-and-transport/walking-cycling-and-wheeling/plans-to-improve-walking-cycling-and-wheeling/the-buckinghamshire-greenway/>

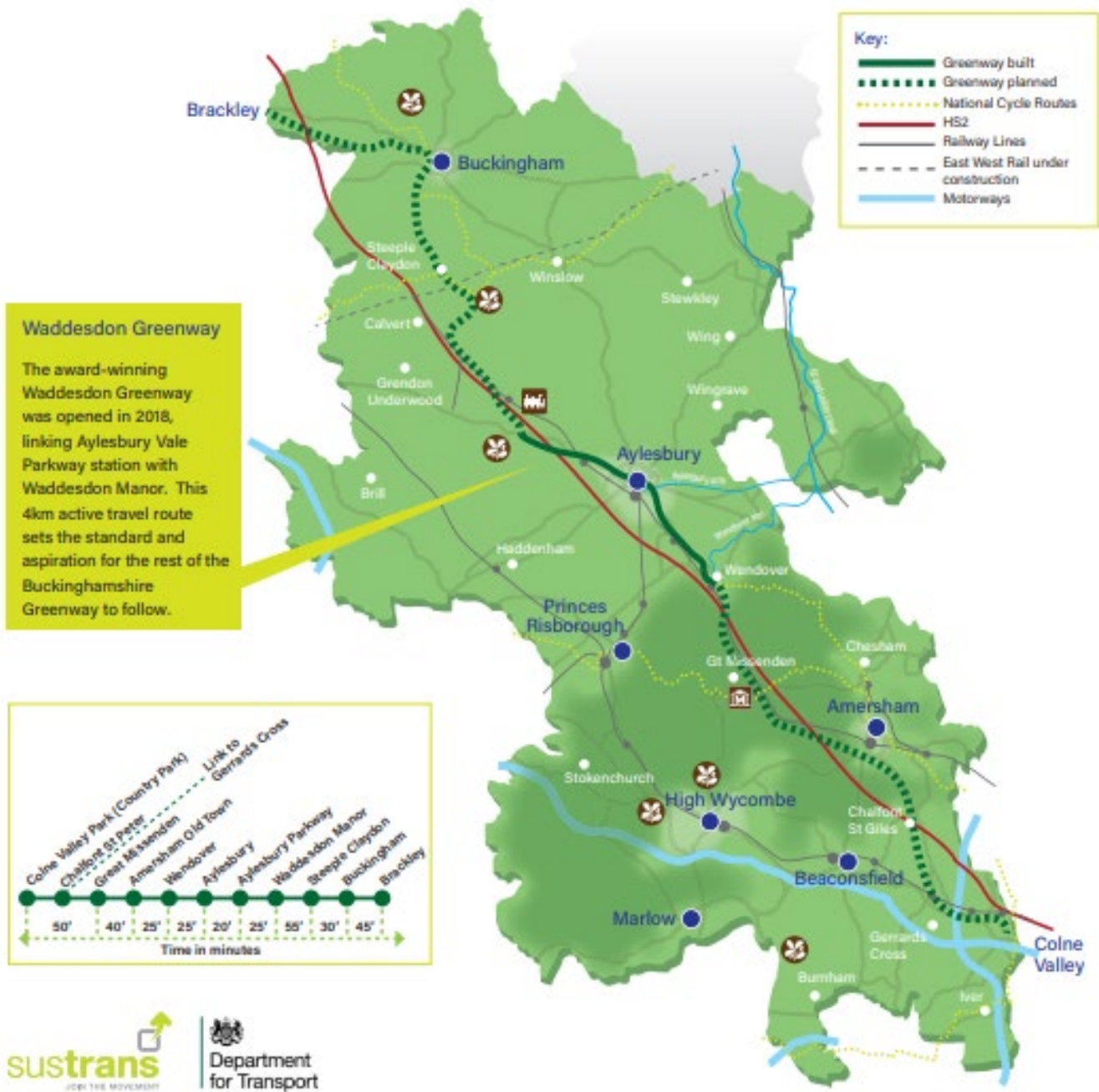
The cycling route has also been highlighted as a priority for Silverstone Park in the developer/site owners' own research with occupants of the site as part of their Travel Plan Steering projects.

The application is a discharge of details and not subject of statutory or local consultation requirements, however, we felt it would be useful to keep you informed of this progress in terms of provision of cycling and walking infrastructure between Buckingham and one of the key employment sites serving the north of the county.

**Mrs Rebecca Jarratt**

Senior Planner (DM)  
Planning Growth and Sustainability  
Buckinghamshire Council

(Map of whole Greenway overleaf)



**Directorate For Planning, Growth And Sustainability**

Walton Street Offices  
Walton Street  
Aylesbury  
HP20 1UA

streetnaming@buckinghamshire.gov.uk  
01296 585444  
www.buckinghamshire.gov.uk

Our Ref: 24/00105/NEWDEV

**Street Naming & Numbering**  
**Public Health Act 1925 Sections 17, 18 & 19**

**NOTICE IS HEREBY GIVEN** that the Buckinghamshire Council as the Authority for the purposes of Section 18 of the Public Health Act 1925 intend to make an order thereunder with reference to the street described in the Schedule hereto assigning the names **Birch Lane, Magnolia Close, Aspen Crescent, Redwood Green, Juniper End & Rowan Field** to the said address.

The said order will be made on or after the 14th June 2024. If you are aggrieved by the intended order, you may appeal to the Magistrates Court within 21 days of the date given below.

Dated the 14th May 2024.

**SCHEDULE**

All that streets shown coloured on the plan annexed hereto in the parish of Gawcott with Buckingham

Steve Bambrick  
Corporate Director, Planning, Growth & Sustainability

If you wish to lodge an objection to the proposed name please register your objection with Wycombe or Milton Keynes Magistrates Court. They can be contacted by telephone on 01908 451145 or via email to [tv-mkeynesmcenq@justice.gov.uk](mailto:tv-mkeynesmcenq@justice.gov.uk).

Lodging an objection does involve a cost. The Court would, no doubt, expect any objectors to appear and put their case before reaching a decision on the street name.

**This notice and any associated map can be removed after the 4th June 2024.**





**PROJECT : STREET NAMING & NUMBERING**

**Title:** Phase 1 at land off Osier Way, Buckingham - 121 dwellings

Directorate For Planning,  
Growth And Sustainability  
Walton Street Offices  
Walton Street  
Aylesbury  
HP20 1UA



OS Ref : SP6932

Scale : 1:1,500

Drawn by : TB

streetnaming@buckinghamshire.gov.uk

© Crown Copyright and database right 2024. Ordnance Survey 0100062456  
NB Further details has been added to this Ordnance Survey Map from sources held by Buckinghamshire Council  
No guarantee can be given as the accuracy of the additional information

**DRG NO: 24/00105/NEWDEV**



## ACTION LIST

## Regular actions

Minute (filing date)	File application responses	Minute	News Releases	Date of appearance
712/23 (26/3/24)	15 via Consultee In-Tray			
768/23 (23/4/24)	12 via Consultee In-Tray 1 direct to officer (Comments closed) 1 tree via Comments button			

## Other actions

Subject	Minute	Form	Rating √ = done	Response received
<b>Buckinghamshire Council</b>				
Cycleway on Railway Walk	529/22  707/23	<b>Cllr. Stuchbury</b> to work with <b>Town Clerk</b> to progress  Cllr. Stuchbury proposed a motion	√	21/08/23 update from Cllr Stuchbury: "Still under discussion in conjunction with Active Travel Plan. BC have received the 3 payments". Active Travel Plan was discussed at TECC Select Committee on 1/2/24  <b>Motion was agreed 25/3/24</b>
Buckinghamshire Local Plan	736/22	<b>Town Clerk</b> letter re BLP subgroup as minuted	√	Town Clerk will chase a response  Response awaited
Strategic Sites Committee	736/22  160/23.2	<del><b>Town Clerk</b> letter re criteria for SSC attention</del>  <b>Town Clerk</b> to respond, requesting consultation on constitution review	√  √	<del>See agenda 9.2 deferred to July meeting</del> <del>See agenda 5.2</del>  Response awaited

## ACTION LIST

S106 matters	539/23	Request total spend on skatepark (£240,036 allocated)	√	<div> <div>Reminder will be sent with request for June Quarterly Update</div> <div>Response awaited</div> </div>
		Request use of balance for Clarence Park (£272,044)	√	
	719/23	Query incomplete implementation of s106 agreements – loss of benefit	√	
Cycleway s106 – Moreton Road	291/23	Ask about payments made/used	√	Response awaited
		Prompt sent 7/12/23	√	Officer unable to locate Phase I s106; copy emailed 13/12/23
	539/23	Reminder sent 10/1/24		Officer reassigned; other channel being tried
Growth & Infrastructure Select Committee	<del>388/23</del>	<del>Submit Written Public Question for 23<sup>rd</sup> November meeting</del>	√	<del>Part only aired in meeting; Written Response received 6/12/23 → 8<sup>th</sup> January agenda</del>
	538/23 (1)	Town Clerk to respond as minuted <b>Cllr. Ralph</b> to take 'timely advice' response to NBPPC meeting	√	
	538/23 (2)	Follow-up question on site notices	√	
	538/23 (3)	Send information on site notices not posted	√	

## ACTION LIST

Street Trading consultation	714/23.3	<b>Compliance &amp; Projects Manager</b> to respond as minuted	√	<b>Response submitted.</b>
24/00882/CPL decision	768/23	Find out why Condition 3 of original permission ignored in decision	√	
<b>Enforcement reports and queries</b>				
Undecided cases	540/23	Request progress reports	√	<b>Enforcement admin officer has this in hand (23/1/24)</b> <b>Reminder sent 21/2/24</b>
New reports	717/23	<ul style="list-style-type: none"> <li>• Leaders sign in ditch</li> <li>• LED barber pole at The Barbe Shop, Market Sq.</li> <li>• Osier Way tree felling</li> </ul>	√ √ √	<b>Reported to LAT as Devolved Services contract not renewed</b>  <b>Not reported (Class 12 Permitted signage – inside window)</b>  <b>Reported (along with recent flooding of roadway)</b>
<b>Neighbourhood Plan Review</b>				
<b>Other matters</b>				
West End Farm archaeology	532/22.1	<b>Town Clerk</b> to investigate progress and report to future meeting		714/23.1 RS reported DNA analysis of remains has begun. Report expected late 2024/early 2025
<b>737 Coach route</b>	<b>289/23</b>	<b>Ask National Express to route through town centre</b>	√	<b>Despite repeated requests for a response none has been received; this is now over 6 months old and will be deleted from the Action List per minute 785/15</b>
HMO list	111/23.4 472/23	Ask about regular updates  Investigate whether Licensing and Planning liaison over	√ √	<del>(7/7/23)</del> Officer is looking into this. 7/9/23 Investigation on-going, and subject to the fusion of the legacy systems.

## ACTION LIST

	527/23	HMOs  <b>Town Clerk</b> to produce short report on what sort of HMO policy may be possible		<b>Neighbourhood Plan Officer has submitted report to BNDP meeting</b>
St Rumbolds Fields access	475/23	Planning Clerk to photo vision each way Tingewick Road and report	√	<del>Reported to Highways with photo 30/1/24</del> <del>Taken up by Planning Officer, who is investigating 22/2/24</del>  <b>Officer reports (9/5/24) I have been communicating with the agent in relation to this signage and I chased this again last week - he responded to me on the 7<sup>th</sup> May saying that he has queried this with BDW but received no reply as yet and will chase again.</b>
Shenley Park development	709/23	Check if MK responded to application	√	<b>Yes – 8pp of detailed comments to AOP + separate ADJ (“adjacent to boundary”) application specifically addressing cross-boundary matters</b>
Forestry Commission – designated woodland areas	712/23 (23/03607/APP Amended plans)	Locate any other designated woodlands in the town	√	<b>The Tree Officer’s response and the map he recommended is on the next page</b>
Stoneleigh House appeal	769/23.2.2	Make additional comments as minuted	√	<b>Receipt acknowledged 24/4/24</b>



## ACTION LIST

The Tree Officer responded (9/5/24):

Probably the best way to determine if an area is woodland would be to use the 'Priority Habitat' selection on the Forestry Commission mapping system.

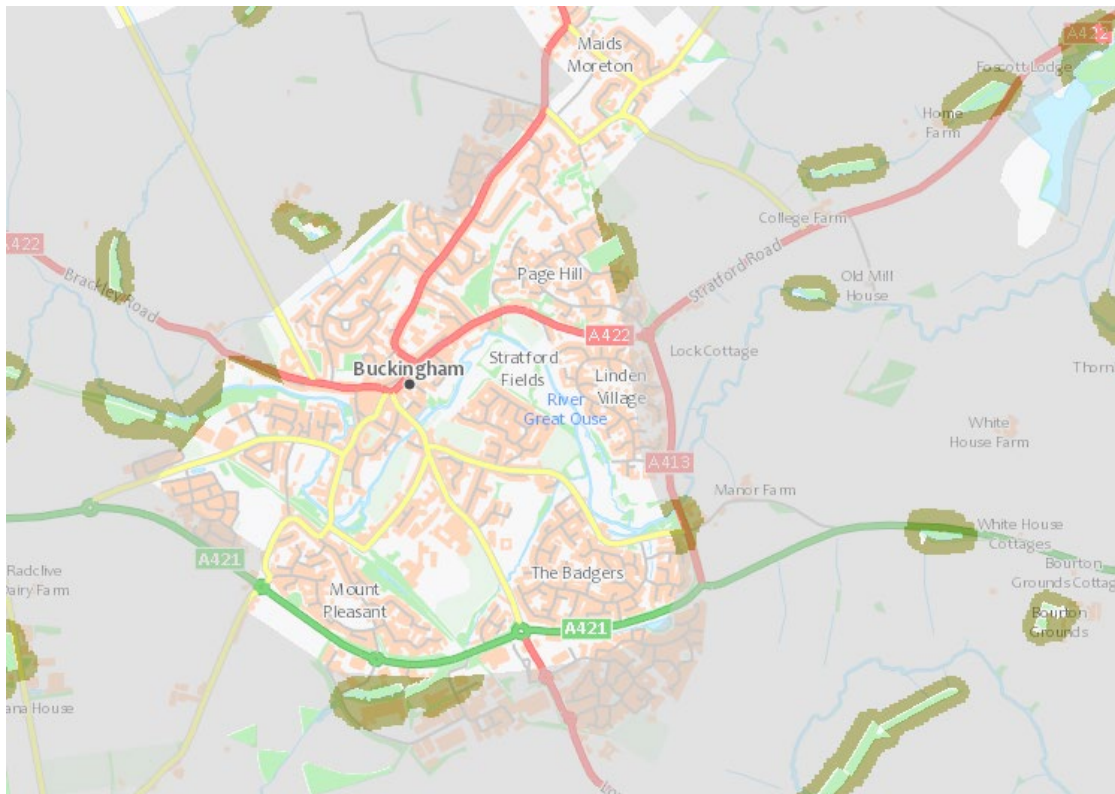
I must add that this still isn't an absolute and we do not hold our own records on woodlands/woodland areas. Each site is assessed on its own merits and so often the 'woodland' classification may only become known at planning stage.

In terms of woodland, we usually look for areas which have tree cover and when looking at it, you may think that the site is 'woodland' (there is no succinct definition).

With the site in question [*Land south of the Old Police Station: 23/03607/APP*], there was a dense canopy cover over the site for a number of years and the amount of wood removed was above the FC's threshold of 5 cubic metres per calendar quarter.

I'm always happy to help the Town Council if you are looking at a site and there is a query over whether it could reasonably be classed as woodland.

Forestry Commission Priority Map – Buckingham Area [Forestry Commission Map Browser \(forestergis.com\)](https://forestergis.com)



The dark green areas are High Priority Habitat Areas.

## Growth, Infrastructure &amp; Housing Select Committee

18<sup>th</sup> April 2024 at 10.00am

Mr. Eric Owens' (Service Director, Planning & Environment) Report to the Committee is accessible via the link at 14.3.2 on the agenda

## Comments on the Report:

1. The 2023/2024 Planning appeal statistics (§4.2 →) are calculated from April to the following March, as are the statistics in the Appendices; the 'manually collated' data for Planning meetings (§4.11 →) are from January – December. *It seems to me that manually collated data could just as easily be collected April-March for real comparability.*
2. The 2022/2023 figures do not state whether they are April – March or January – December. This includes the Benchmarking figures (§5) though these are dubious comparisons, given Buckinghamshire is a county-wide authority and some of the other authorities listed are District Councils (and a London Borough in one case).
3. The number of meetings held & cancelled (§4.11) is roughly the same as mine (also 'manually collated'). Differences may be because meetings were cancelled after the agenda was published due to lack of attendees. (see discussion below) which is not something I check for other Areas, I just note whether an agenda is published for the meeting.

## Questions &amp; discussions of note:

Cllr. Stuchbury asked about the non-activation of call-ins made in the North Area.

EO: The call-in system works well for both individual councillors and three-member groups. It is not a bad thing to have no applications called in.

RS: Residents have the right to express their views. Is the block technical? Something different is happening in Buckingham, other Area Committees seem to function OK.

EO: I'm willing to take this out of the meeting and consider the reasons.

Cllr. Marshall (NM) pointed out Planning Committees don't allow reserves (stand-in for absent members) – wouldn't it be a good idea to train some Councillors for when meetings are not quorate and have to be cancelled?

Cllr. Darby (ID): If the meeting is not going to be quorate, a member of another Area Committee could be drafted in, but they won't be knowledgeable about the area. Something to look at for the future.

Also, the scheduling could avoid holiday periods.

Also, need to consider political balance; eg Eastern includes Cllr. Wilson whose Ward [*The Wooburns, Bourne End & Hedsor*] is not in East, but he provides balance. Local knowledge often informs the decision.

Mark Auchterlony (officer)(MA): The East Area *[2<sup>nd</sup> April, Easter Tuesday]* one was difficult- there was a planning meeting *[South Area]* *earlier the same day*; East wasn't quorate in spite of Democratic Services best efforts, but some were on leave.

Cllr. Wilson (SW): A new Working Group will consider balance and the transfer from 3- to 1-member wards, and the difficulty with 3-Member Wards may be if they are different parties there might be no support for political not planning reasons. Members should support their Parish Council's views; should we consider the Parish Council role as equivalent to a 1-member call-in or not?

If a Member can't attend, it is incumbent on them to find a substitute, or they can call me and I will try and find one. Planning should be non-political.

SW: I wanted to ask about the Benchmarking in 5.2 – there is a considerable difference in committee decisions. Is the system too restrictive?

EO: I moved here from West Berks which has a sophisticated system, and Bucks is much better.

Alastair Nicholson (Officer) (AN): Decisions can go from compliant with the local plan policies to very non-compliant, and may go contrary to the Recommendation, which upsets the officer. The only other method is to monitor appeals and see how many decisions are overturned, and we're doing well on that front.

ID: But if it never goes to Committee, it keeps the officers happy because the decision matches their recommendation – but it's a bar to getting an alternative result.

Cllr. Brazier (PB): Planning Committees generate a lot of emotion. We should allow substitutes on all committees – the TECC Select Committee before Easter had 8 Members apologise *[Thursday 28<sup>th</sup> March; 15 Councillors on the Committee – one substitute attended; 2 more Councillors attended as Guests]*. Cancelling a meeting is at the Chairman's discretion, even if there is a 3-Member call-in on the agenda, which is supposed to be automatic but the Chair can over-rule. This needs to be looked at.<sup>1</sup>

Another thing – I'm not getting replies from officers to my emails.

Cllr. Hall (GH): Can discuss call-ins at next meeting of Chairs.

EO: We're still working with the legacy systems, this creates more work for officers. The timetable for a unified system is not yet fixed. Managers should be informed if Members are not getting responses, but should be aware officers have a large caseload and are working under pressure.

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<sup>1</sup> The Constitution says:

3.12. The quorum of a meeting will be one quarter of the whole number of councillors. If a quorum is not present within 10 minutes of the scheduled start of the meeting or such longer time as allowed by the Chairman, or if during any meeting if the Chairman counts the number of councillors present and declares there is not a quorum present, the meeting will be adjourned. Remaining business will be considered at a time and date fixed by the Chairman. If the Chairman does not fix a date, the remaining business will be considered at the next ordinary meeting.

Cllr. Morgan (SM): I'm on the North Area Committee; West had 32 call-ins from 3657 applications, North 5 from 4207. Are there more new-build applications in North than West? What do these figures reflect?

Also we used to get Enforcement updates before every meeting, but no longer. What has happened?

Cllr. Carroll (DC) (Chair): We need to understand why so many meetings are cancelled.

AN: The figures in the pack are by legacy council not Committee Area. We can't do the figures by committee until the systems are unified.  
Enforcement updates are a remnant of the old DC areas which were organised as a Committee not a Cabinet system. Under the Unitary Authority Constitution Enforcement is no longer in a planning committee remit. We can think about restoring it. *[It appears to be a matter for the Service Director currently]*

Cllr. Town (DT): Communication is more difficult if the officer is not named on the website. Also, when using the *[website]* map, I get a Too Many Requests message so I can't locate an application unless I've got the number by other means.

AN: I sympathise with your difficulties, but the legacy systems have different versions of public access. The inconsistencies will be ironed out by the new unified system, it's not worth fixing the old ones. The mapping system is hosted by another company, so isn't a council system. IDOX have restrictions on the number of searches to allow space. Next week's update of the system will expand the access.

MA: There is also a delay between validation and appointment of a case officer though the lack of officer doesn't hold up the process, the standard letters are still sent out etc. Also staff leave and there may be a lag before a new officer is appointed and added to the website.

Cllr. Chaudry (QC): It is very frustrating if I can't get answers for an applicant – is there any way of being updated and allow us to explain the reason for the delay to the applicant? 18 months one has been waiting.

MA: Extensions of time are agreed with applicants, if comments are not received from all consultees *[within the statutory time limit]*. Applicants can always appeal on the grounds of non-determination if they don't agree to an extension.

EO: That is one of the things we are addressing in a review of policies and procedures (due to conclude in the autumn); the Members Handbook will help Members engage, and customers will have a better system to self-serve information and not take up officer time.

Cllr. Hunter-Watts (THW): 1. Is there an on-line form for call-ins where we can list reasons?  
2. Are there any plans to minimise costs, especially with large applications?

EO: Yes, for larger applications we encourage pre-planning advice, and there is a Planning Programming Agreement which give a timetable for the various stages. Appeals are costly and don't always get the right result for the Council.

MA: DHLUC are consulting on speeding up the planning process. We will be responding, but have concerns about extra pressure on the Planning Inspectorate with more appeals.

AN: Can consider an on-line form.

PB: A standard template on Public Access? The constitution process is too complicated.

SW: I've tried Public Access, it goes straight to Response – I need some training on Planning Reasons

RS: A 'made' Neighbourhood Plan has weight until overtaken by a Local Plan. Conflict between the two leads to appeals, ties up the officers. If we get the process right, there will be fewer appeals.



EO: I will look at that.

RS: Please involve Parish Councils. Community Boards are not a suitable route.

EO: Parish Councils will need training.

Remainder of meeting was Work Programme and business matters.

Notes taken by K. McElligott from live meeting.



# Report to Growth, Infrastructure & Housing Select Committee

**Date** 18<sup>th</sup> April 2024

**Title** Planning Committee Performance

**Author** Eric Owens (Service Director - Planning & Environment)

## 1. Background

- 1.1. In November 2024 as part of ongoing monitoring of the Service the *Growth, Infrastructure and Housing Select Committee* received a review of the performance of the Councils Development Management functions for the financial year April 2022 to March 2023.
- 1.2. It was requested that the Planning Performance data/dashboards (Appendix 1 and 3) be reproduced for each of the Area Planning Committees.
- 1.3. At present we can only produce this data by legacy planning area, so amalgamates the North and Central Committees, and the East and South Committees. We have however manually also collated data regarding applications referred each individual Planning Committee for Jan-Dec 2023.
- 1.4. A project is underway known as “One Uniform” which is intended to move all planning application processing onto a single back-office planning system. Once this has been achieved, we will be able to interrogate a single database and produce a range of performance and monitoring information.

## 2. Planning Committee

- 2.2 The role of Planning Committee is to focus on those planning applications which would benefit from scrutiny, such as reviewing recommendations where the weighing and balancing of the issues is finely balanced.
- 2.3 In such cases the Committee is entitled to consider the issues and in giving them different “weight” come to a different decision to that being recommended by the Officers. All Committee decisions must be robust and capable of defence if challenged.
- 2.4 Five Area Planning Committees and a Strategic Planning Committee are operated as required by the Council Constitution. They can determine any “outline”, “full” or “reserved matters” planning applications brought before them.

- 2.5 There is no limit to the number of planning applications that can be identified as potentially benefiting from Committee scrutiny. This can be either through “Member Call-in”, “Late member Call-in”, “3 Member Call-in”, “Parish or Town Council Call-in” or the Head of the Planning & Environment Service may feel that it’s appropriate to send an application to committee by declining to use his delegated authority. In addition, the constitution requires that certain planning applications are automatically always considered by Committee e.g. where the Council is the applicant, etc.

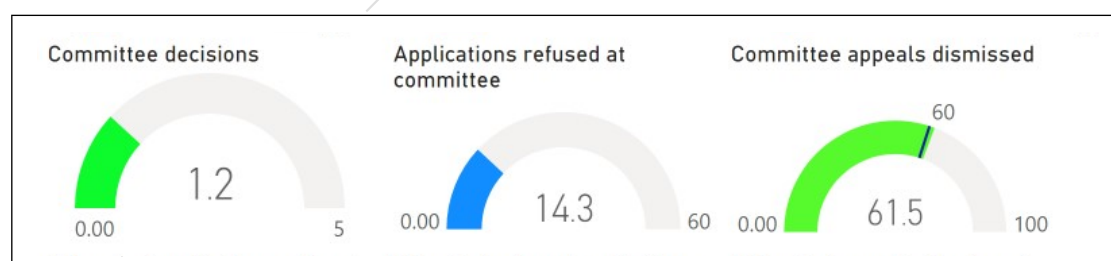
### 3. Referral Process

- 3.2 Bringing any planning application before a Planning Committee will however result in additional cost and a delay in a decision being made.
- 3.3 To ensure consistency all requests are considered in consultation with the relevant Planning Committee Chairman. This process ensures only those applications which would benefit from additional scrutiny are referred to Committee, allowing the others to be more appropriately determined under delegated powers.
- 3.4 Planning applications should be determined as quickly as possible. Most applications are straightforward (either approvals or refusals) and are therefore determined by Planning Officers.

### 4. Performance

#### Planning appeal statistics 2022/23

- 4.2 The overall headline figures for 2022/23 show an efficient process being operated. In accordance with good practice only a small percentage (1.2%) of applications are being referred to Planning Committee for scrutiny.

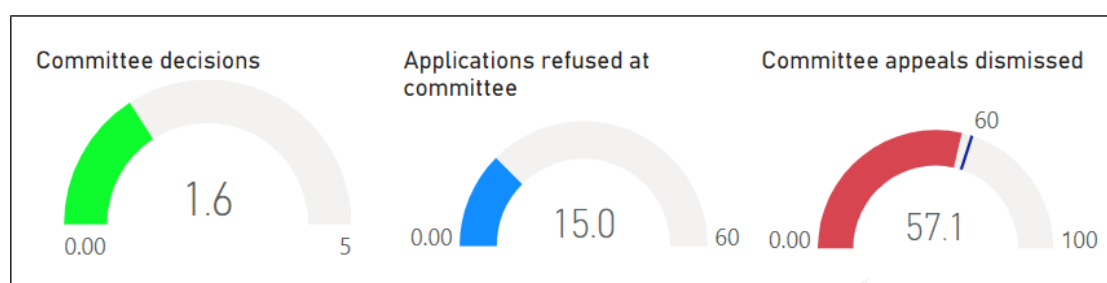


- 4.3 Of those considered at a Planning Committee only 14.3% are being refused. Then of those subsequently challenged at appeal the Council is then successfully defending its position in 61.5% of cases.
- 4.4 The fact that this is slightly lower than the Council wide figure for dismissed appeals (68.4%), is a reflection of the fact that it is the more challenging and complex applications that are considered by Planning Committee(s).

### Planning appeal statistics 2023/24 (April 23 to 8<sup>th</sup> March 24)

- 4.5 The comparison of stats for most of 23/24 shows a performance that is close to the last year. The call up process is still working well. Like 22/23, and following good practice, 1.6% of applications went to Planning Committee for review.
- 4.6 Taking applications to Committee delays the decision and adds an average of well over £1,000 per application in processing costs.

*The colours in the graphics below are not meant to convey any meaning or importance.*



- 4.7 About 15% of the applications that go to a Planning Committee are being refused. Then, out of those that are then appealed, the Council is then successful in 57.1% of cases.

### Planning appeal costs.

- 4.8 The Local Planning Authority has no control over the number or timing of planning appeals or other legal challenges. The Council receives no additional fee but must defend these or face having to pay the appellants costs on the grounds of unreasonable behaviour.
- 4.9 Once a valid planning appeal has been lodged the Planning Inspectorate decide the method by which the appeal will be determined and from that moment the Council must abide by a very strict timetable.
- 4.10 In particular “Public Inquiries” are becoming more expensive year on year. A two- or three-week Planning Inquiry can easily cost the Council around £80-£100K in additional external fees. There are many reasons for this:
- Appellants seem prepared to invest in a greater number of specialist witnesses (ecology, landscaping, highways, etc) and more senior legal representation,
  - Legislation is ever more complex, and government guidance is ambiguous and frequently changing, all of which leads to more disputes on points of law,
  - Inquiries into the larger housing proposals, and enforcement Inquiries, are taking longer which increases their cost to the Council: where in the past these might take 2 days, they are now taking 9 days or longer, and,
  - A significant Council cost comes from legal representation and both internal and external specialist professional witnesses. The cost of providing the specialist witnesses required to robustly defend the Council’s position, and particularly the cost of a good legal advocate (sometimes a QC) for “significant” Inquiries is every increasing. For 22/23 this cost £357,401 and



for 23/24 the costs have been £160,875, but as the Council is in the middle of an enquiry which started mid-March and will not conclude until May this figure may increase.

### Planning Committee Meetings

- 4.11 Data manually collated regarding Planning Committees meetings from January to December 2023 indicates:

Planning Committee (January to December 2023)	Called Up	Withdrawn	Deferred	Number of Meetings Cancelled	Number of Meetings Held
<b>Strategic Sites</b>	16	1	0	6	10
<b>North</b>	5	0	0	9	4
<b>Central</b>	10	0	1	3	6
<b>South</b>	17	0	1	2	12
<b>East</b>	14	0	2	6	7
<b>West</b>	32	4	1	2	11
<b>Total</b>	<b>94</b>	<b>5</b>	<b>5</b>	<b>28</b>	<b>50</b>

- 4.12 Planning applications need to be decided quickly. However, the number and timing of applications that need committee attention will both vary over time and by committee area. To make sure applications are handled effectively, Planning Committee meetings are planned for the whole year. They are then called off if they are not needed, as this is clearer than trying to schedule meetings only when they are needed.
- 4.13 The updated “legacy area” data requested by the Growth, Infrastructure and Housing Select Committee is reproduced in the attached appendices.

## 5. Benchmarking

- 5.2 By way of general context, the table below provides a national comparison of “Planning Applications” for the year 2022/23 against some of our immediate neighbours.

Local Planning Authority	Applications received	Applications decided	Applications withdrawn	Application decisions (Delegated)	Application decisions (Committee)	% Committee Decisions
Buckinghamshire	6462	5815	664	5745	70	1.2%
Hillingdon	2697	2384	216	2298	86	3.6%
Central Bedfordshire	2097	2104	0	2047	57	2.7%

Local Planning Authority	Applications received	Applications decided	Applications withdrawn	Application decisions (Delegated)	Application decisions (Committee)	% Committee Decisions
South Oxfordshire	1995	1959	134	1899	60	3.1%
Windsor and Maidenhead	1877	1752	167	1716	36	2.1%
Milton Keynes	1444	1499	151	1469	30	2.0%
Dacorum	1433	1309	150	1265	44	3.4%
Bedford	1250	1347	91	1306	41	3.0%
Three Rivers	1032	939	123	885	54	5.8%
Slough	721	738	57	730	8	1.1%

Source: Government national planning statistics collected on a quarterly basis

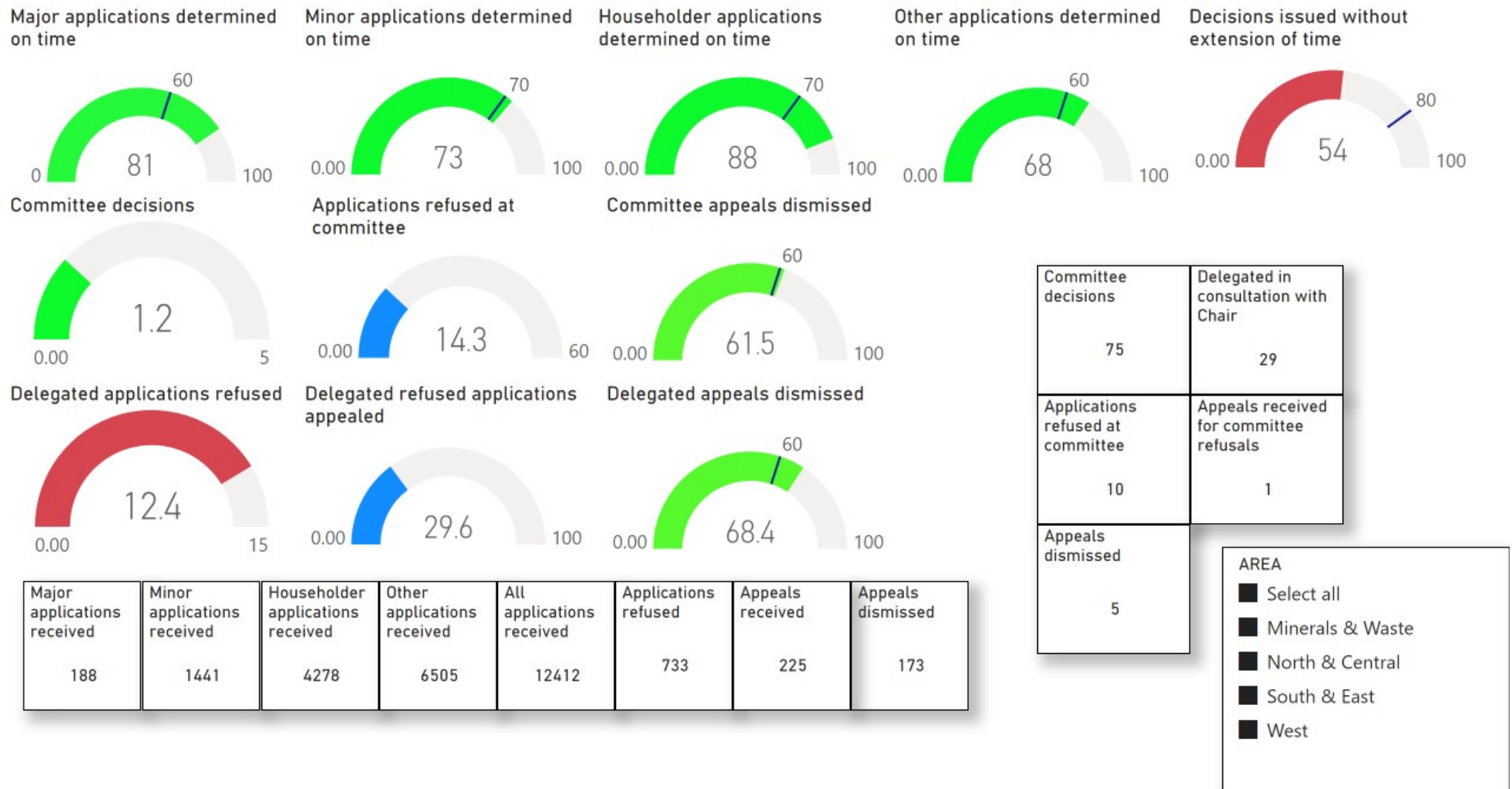
- 5.3 Buckinghamshire Council is one of the largest Local Planning Authorities in the country as is demonstrated by the volume of applications being processed annually. For context the 6462 applications received as a percentage of population (553,300 as of mid-2021) is 1.16%.

## Appendices

- **Appendix One – Buckinghamshire:** Planning application statistics 2022/23 & 2023/24 (April 23 – 8<sup>th</sup> March 24)
- **Appendix Two – North & Central:** Planning application statistics 2022/23 & 2023/24 (April 23 – 8<sup>th</sup> March 24)
- **Appendix Three – South & East:** Planning application statistics 2022/23 & 2023/24 (April 23 – 8<sup>th</sup> March 24)
- **Appendix Four – West:** Planning application statistics 2022/23 & 2023/24 (April 23 – 8<sup>th</sup> March 24)

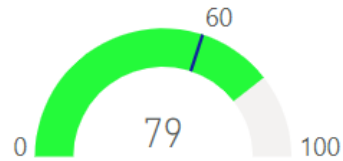
## Appendix One – Buckinghamshire

### Planning application statistics 2022/23.

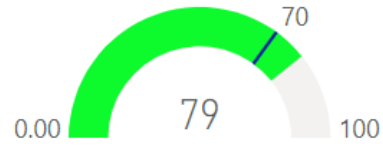


## Planning application statistics 2023/24 (April 23-8<sup>th</sup> March 24)

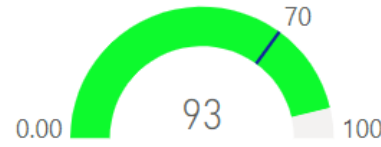
Major applications determined on time



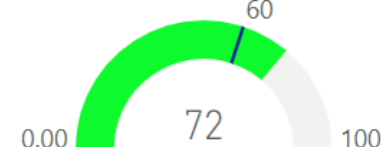
Minor applications determined on time



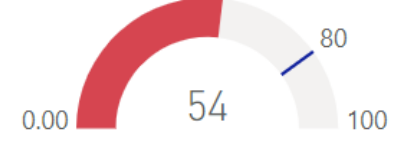
Householder applications determined on time



Other applications determined on time



Decisions issued without extension of time



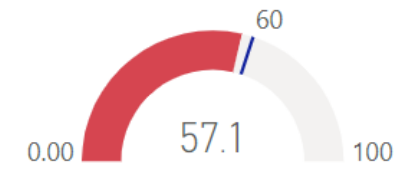
Committee decisions



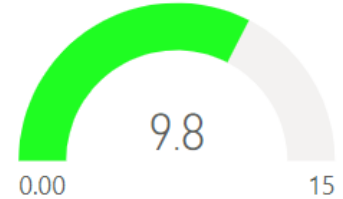
Applications refused at committee



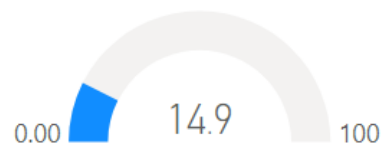
Committee appeals dismissed



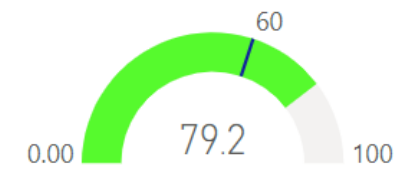
Delegated applications refused



Delegated refused applications appealed



Delegated appeals dismissed



Major applications received	Minor applications received	Householder applications received	Other applications received	All applications received	Applications refused	Appeals received	Appeals dismissed
85	634	1800	2975	5494	248	84	76

Committee decisions	Delegated in consultation with Chair
42	11
Applications refused at committee	Appeals received for committee refusals
6	1
Appeals dismissed	
3	

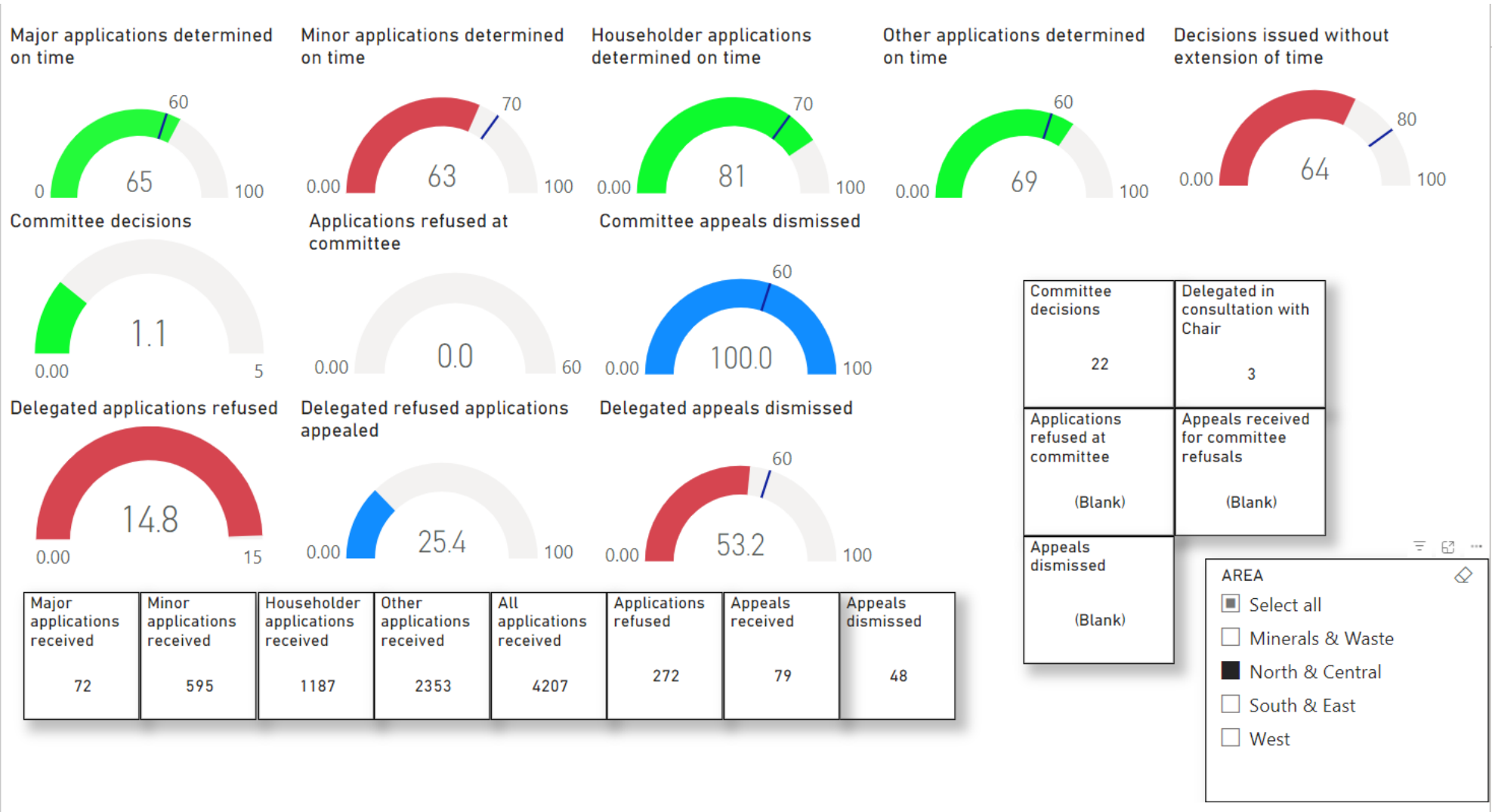
### AREA

- Select all
- Minerals & Waste
- North & Central
- South & East
- West



## Appendix Two – North and Central

### Planning application statistics 2022/23

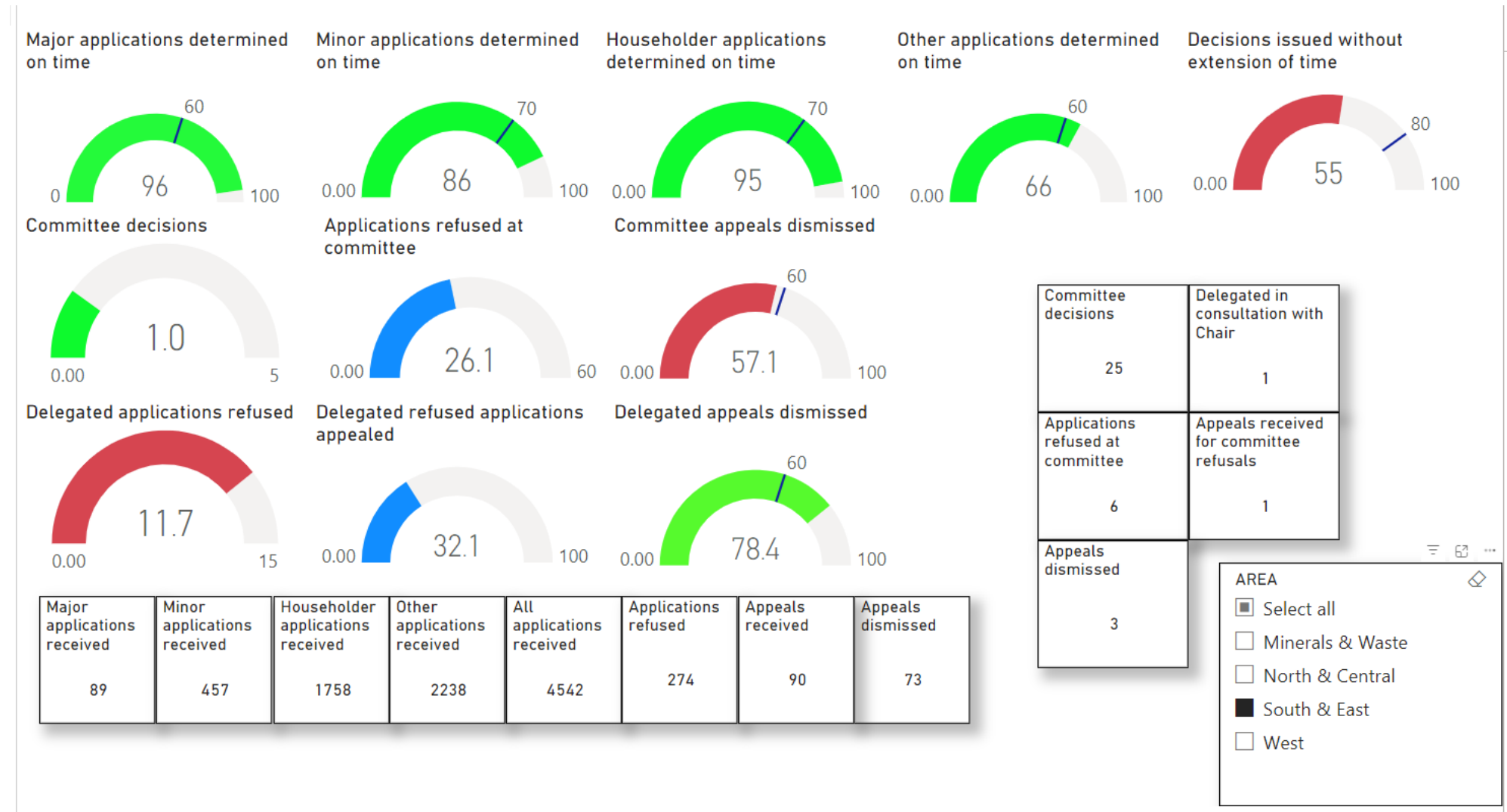


## Planning application statistics 2023/24 (April 23 – 8<sup>th</sup> March 24)

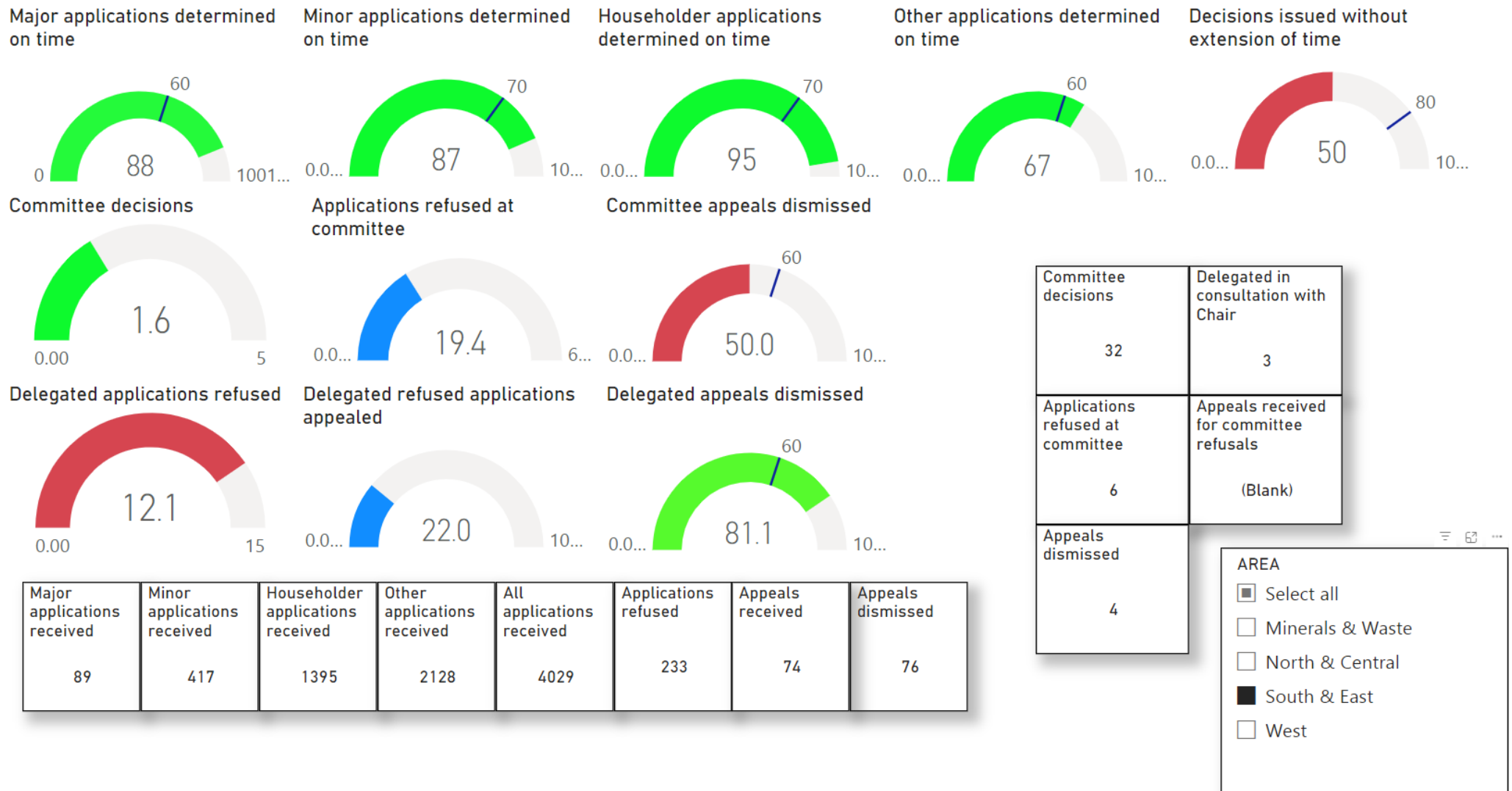


## Appendix Three – East and South

### Planning application statistics 2022/23.



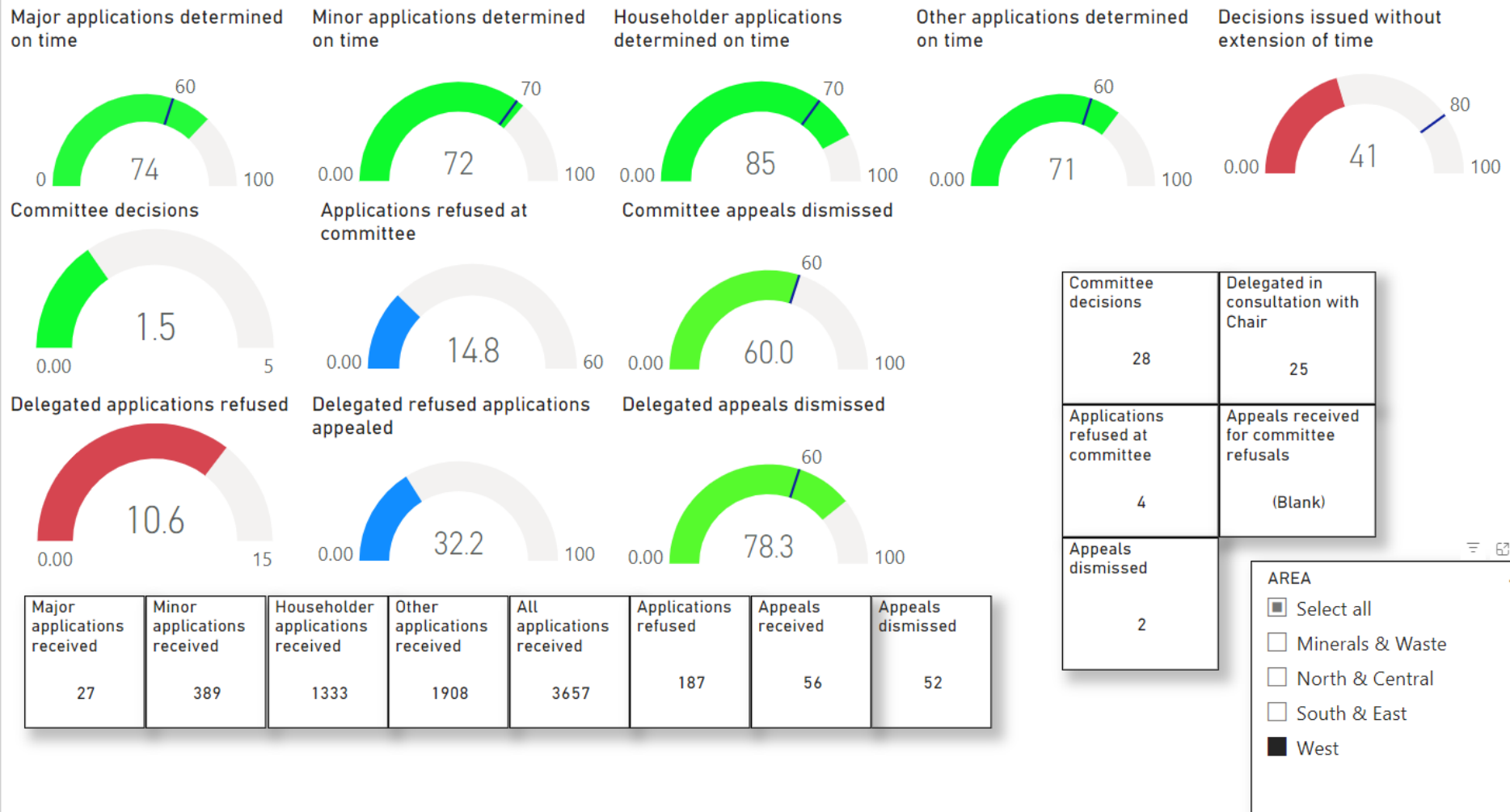
## Planning application statistics 2023/24 (April 23 – 8<sup>th</sup> March 24)



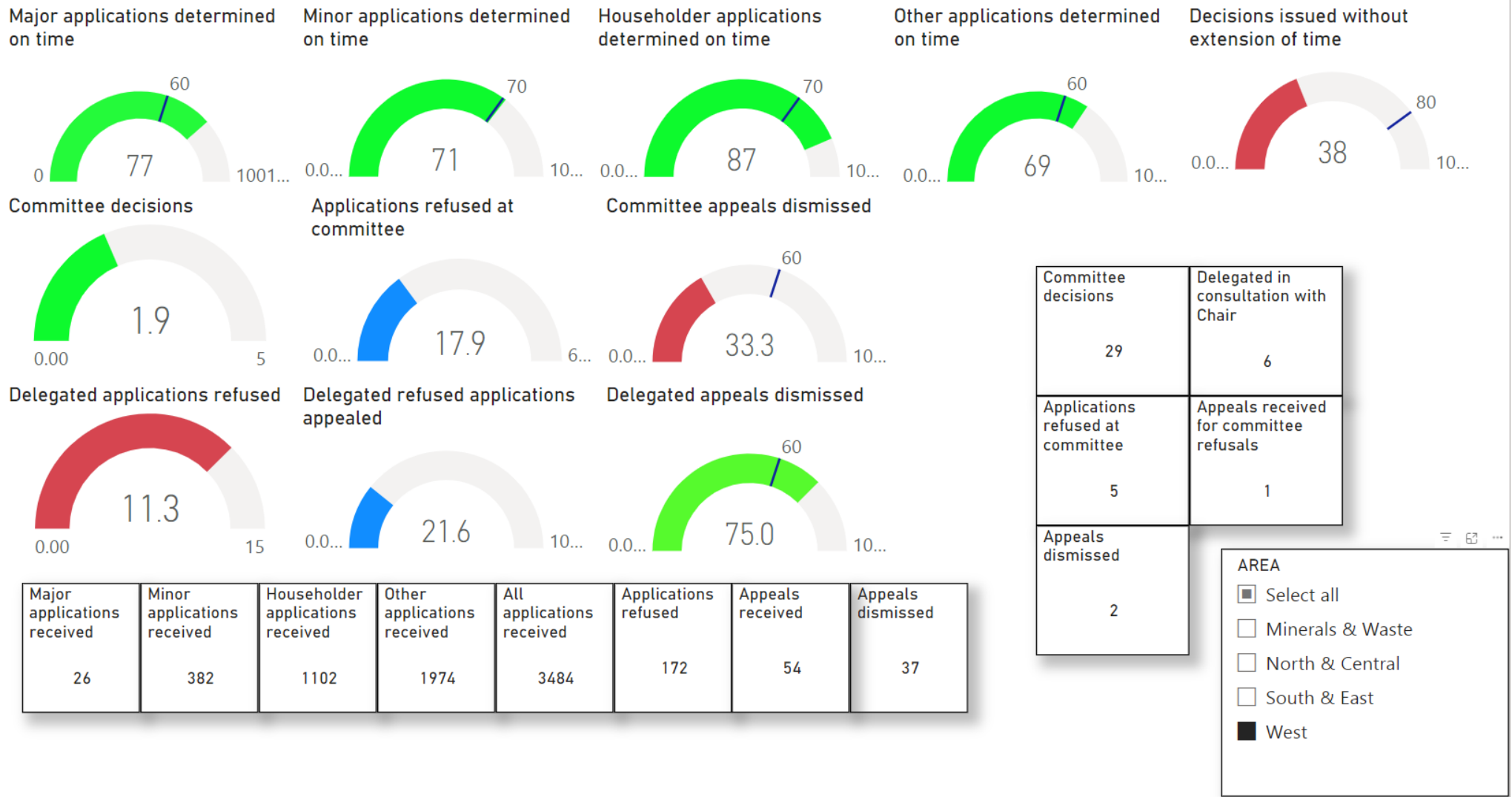


## Appendix Four – West

### Planning application statistics 2022/23.



## Planning application statistics 2023/24 (April 23 – 8<sup>th</sup> March 24)



## Applications to fell trees 2022 onwards

## Protected trees (ATP)

Year	Appl. No.	Address	Trees affected	Reason	Decision
2022	00463	Waglands Garden	(T1 Walnut T2 Holly T3/T4 Cypress	Overall crown reduction by 2-3m to manage canopy weight and alleviate stress on cavities and stem decay.) Crown lift canopy by 2m and remove epicormic regeneration around the base.) Remove - dying/dead. All works are from a health and safety POV.	Approved
	01672	Foscott Way	T1 Ash	Suffering from Ash Die-back	Approved
	01735	4 Villiers Close [Maids Moreton Avenue TPO]	T1 & T2 Sycamore	Significant basal decay and possible damage to Listed wall	Approved
	02591	Waglands Garden	T1 Lime T2, T3 Cypress	Diseased and rotting at the base of the trunk Dead/dying	Approved (5-day notice)
	02857	University campus Station Road	T366 Cypress	Storm damage to crown, now compromised; safety risk to car park	Approved (5-day notice)
	02860	University campus Verney Park	T386 Ash T388 Ash T389 Ash	(All) Significant deadwood throughout crown. Remove to ground level	Approved
	03896	Waglands Garden	G1 Cypress	Root plate has failed and tree is leaning on another - fell for safety reasons as is next to visitor parking	Approved (5-day notice)
2023	01605	Maids Moreton Avenue	T1, 2 & 3 Hawthorns	Ivy-covered and leaning on fence of Highlands Road house. Fell to Ground. (Will probably regrow from stump)	Approved
	01608	Watchcroft Drive [Maids Moreton Avenue TPO]	T1 Sycamore	Major deadwood, suffering from sooty bark disease. Fell to ground	Approved
	02476	Maids Moreton Ave.	770108-871 Lime	Raised roots, risk of becoming unstable as it matures	Approved
	02508	4 Villiers Close [Maids Moreton Avenue TPO]	3 Sycamores	Dead	Approved (5-day notice)
	02828	Open space, Bernardines Way	4 x Ash Hawthorn	Ash Hawthorn Ash Ash Oak Poplar Ash Fell, has Ash die back Fell to ground, rotten main stem Fell, has Ash die back Clear fell to ground, heavy lean and heaved root plate Crown lift to 3m over footpath Pollard to 12, has historic tear. Fell, has Ash die back	Approved

## Conservation Area trees (ATC)

Year	Appl. No.	Address	Trees affected	Reason	Decision
2022	00287	20 West Street	1 x holly	Too close to building	Approved
	00929	Chandos Park	Sycamore	Fell (storm damage) replacement scheduled	Approved
	02171	Candleford Court	Ash Elm Plum	Fell; decayed trunk Fell, dead stem leaning over river Fell, to avoid damage to wall	Approved
	02404	40 Well Street	Eucalyptus	Fell, excessive lean towards buildings and path (5-day notice)	Approved
	02499	37 Well Street	Ash Sycamore	Danger of falling on to Listed Buildings opposite Excessive shading of garden	Approved
	02980	55 Well Street	Mulberry	Old & stunted; to be removed to prevent damage to Listed Building and drainage pipes	Approved
	03026	15 Chandos Road	5 x Himalayan Birch	Fell to ground	Approved
	03118	55 Well Street (tree is in Brooks Court)	Strawberry Tree	Fell to allow access from the highway to the rear garden	Approved
2023	02856	Coopers Wharf, Ford Street	Ash Willow	Remove dying Ash tree & Remove the small Willow by the bridge. (amongst other maintenance work)	Approved
2024	00385	9 Moreton Road	Conifer	Dead/dying, starting to lean and causing damage to retaining wall	Approved



[illegible]

						called in by				committee		officer	
	appln	type	address			Shire	BTC	other	date	date	decision	date	decision
2019	00902	ADP	land adj. 73	Moreton Road	12 new houses	RS			Jan-21			22/11/23	approved
2020	00483	APP	Land behind 2	Market Hill	New detached building comprising 7 apartments		✓		24/2/20			16/6/21	approved
	00506	APP	Blue Shutters 12A	Stowe Avenue	Two storey front extension and single storey side and rear extensions		✓		24/2/20			30/4/20	approved
	00510	APP	Land west of	Moreton Rd & Castlemilk	Erection of 130 dwellings			Sec of State	July 2023	Hearings Oct 2023 decision 1/3/2024	allowed		
	01018	APP	7	Krohn Close	Single storey side extension and two storey side/rear extension				20/4/24			3/9/20	approved
	01240	APP	5 The Villas	Stratford Rd	single storey side extension	WW						18/9/20	withdrawn
	02013	APP	10	Hilltop Avenue	Erection of fence (retrospective) and erection of timber shed		✓		20/7/20			23/9/20	refused
	02511	APP	garage site @	Pightle Cresce	Demol. block of 20 garages, erection of 8 x 2-storey apartments	RS						Inspectorate 03/12/21	refused on appeal
	02752	APP	12-13	Market Hill	Alterations to the ground floor retail unit and ch/use of upper storeys to 9 flats	TM						21/1/22	refused
	04044	APP	site of former 61	Moreton Road	Condition to be added to approval 19/00735/APP following amended plan	TM						19/3/21	withdrawn
	04127	APP	10	Hilltop Avenue	Erection fence (retrosp.) & timber shed	HM						13/7/20	approved
	04249	APP	2	Chandos Close	Boundary fence (retrospective)	HM						16/4/21	approved

						called in by			committee		officer		
	appln	type	address			Shire	BTC	other	date	date	decision	date	decision
	04324 (& 21/00953/AP P)	ALB	Bourton Mill Health & Leisure Club	Bourton Road	External decked fitness area including fencing, floodlights and CCTV (part retrospective)		✓		19/4/21			12/8/22	approved
2021	00479	APP	Thinkbda Ltd, Oddfellows Hall	Well Street	Var. condition 2 (repositioning of rooflights) relating to application 19/03398/APP	WW			? 10/2/21			2/3/21	approved
	00947	COU C	23	Market Hill	Determination as to whether prior approval is required for the change of use of the premises from retail (A1) to A3 takeaway		✓		19/4/21			20/5/21	refused
	02337	APP	37	Badgers Way	A part garage conversion and a first floor side extension above the existing garage		✓		28/6/21			27/8/21	refused
	02518	APP		The Old Telephone Exchange	Market Hill		✓		19/7/21			30/9/21	refused
	02710	APP	site of the former 61	Moreton Road	Var. of drawing list of 19/00735/APP		✓		19/7/21			23/9/21	withdrawn
	04886	APP	The Workshop, 4	Tingewick Road	erection of fence and shed (retrospective)	WW			26/1/22			13/4/23	withdrawn
2022	00220	APP	9	St Rumbolds Lane	Infill extension & alteration to form 7 s/c student flats		✓		7/3/22			23/9/22	approved
	01821	APP	Land off	Market Hill/ West Street	Demol. derelict barn, erection of 7 cottages & 3 flats		✓		27/6/22			11/8/22	withdrawn
	02689	APP	Land at Osier Way	Phase I	121 dwellings etc	RS				call-in refused 29/2/24		29/2/24	approved

						called in by			committee		officer		
	appln	type	address			Shire	BTC	other	date	date	decision	date	decision
	03472	APP	35	Lace Lane	Ch/use to HMO with 7 bedrooms & loft conversion inc.rear dormer (retrosp.)	RS			10/11/21			10/2/23	approved
2023	00178	AOP	Site Q	London Road	300 houses + employment	RS(Jan), S.Wilson & S.Guy (Aug)			31/1/23; 16/8/23; 17/8/23	22/05/24			
	01593	APP	Garage site	Overn Crescer	Demol. garages & erection of 3 dwellings		✓		22/6/23	call-in refused 4/3/24			
	01653	APP	4	Tingewick Road	erection of fence and shed (retrospective)	RS			August ?			15/8/23	approved
	02204	APP	1	Mallard Drive	Single storey side extension (retrosp.) and proposed toilet with septic tank		✓		23/8/23			9/11/23	approved
	03405	APP	4	London Road	Conv. house to 7 person HMO for students		✓		20/12/23			15/4/24	approved
	03605	APP	Land between 38 Moreton Road and Old Police Station	Moreton Road	7 dwellings with access etc. Call-in requested following Amended Plans 25/3/24		✓		26/3/24				
2024	00085	APP	7	Krohn Close	side extension/annexe (retrospective)		✓		7/2/24	call-in refused 29/2/24		8/3/24	approved
	updated information												



	<b>Licence number where available</b>		<b>Address</b>		<b>residents, if stated</b>	<b>date issued</b>
	LC2020	10-60877	19	Bernardine's Way	5	17/12/2020
	LC2021	01-62550		Garden House, Castle Street	13	01/04/2021
	LC2022	09-78910	23	Fishers Field	5	17/10/2023
	LC2019	05-37137	34	Fishers Field	4	22/02/2019
	LC2019	01-032210	36	Fishers Field	4	05/02/2019
	LC2021	11-71789	61	Fishers Field	5	18/08/2022
	LC2019	013-2119	63	Fishers Field	5	18/01/2018
	LC2019	01-32204	73	Fishers Field	4	04/02/2019
	LC2020	01-47788	97	Fishers Field	5	08/07/2020
	LC2019	01-32131	35	Lace Lane	8	25/02/2019
	LC2019	10-41903	6	Market Hill	8	27/07/2020
	LC2019	01-32176	3	Bryant Court, Market Hill	4	04/02/2019
	LC2020	02-49941	2	Overn Avenue	5	09/11/2020
	LC2022	02-74047	44	Overn Avenue	5	19/09/2023
	LC2022	10-80172	35	Overn Avenue	7	12/06/2023
	LC2020	05-52139	12	Portfield Close	5	14/07/2020
	LC2019	01-31882	1	The Moorings, School Lane	3	02/02/2018
	LC2019	05-37124	4	The Villas, Stratford Road	6	15/08/2019
	LC2019	05-37139	5	The Villas, Stratford Road	6	15/08/2019
	LC2019	07-39164		Lockmeadow Farm, Stratford	8	22/01/2020
	LC2019	06-37669	25	Waine Close	7	12/03/2020
	LC2019	01-32099	8	Well Street	5	05/02/2018
	LC2112	12-72602	60	Well Street	5	15/06/2023
	LC2020	07-53689		Ground floor, 25-26 West Street	17	13/10/2020
	LC2019	07-40292	11	Western Avenue	5	10/11/2019