

Badgeworth Parish Council

Clerk: Mrs. H. L. Jones | 07840073143 | badgeworthpc@outlook.com

MINUTES

Minutes of the meeting held on 21st January 2016 at Witcombe & Bentham Village Hall at 7.30pm.

Present: Cllrs. Chris Haines MBE (Chairman), Max Bruckshaw, Nigel Cottell, David Hitchcock, Mike Howe, Jim Hunt, Dr. Helen Makins
County & Borough Councillor R. Vines and 27 members of the public

The Chairman opened the meeting and asked if there were any questions from Parishioners:

- **Site adjacent to Rudgeley House, Badgeworth** – a local resident expressed concerns about the activities on the site and possible breach of planning regulations. It was reported that TBC Officers are closely monitoring the site and residents should inform them immediately of any changes.
 - **The Willows at Bamfurlong** (relating to 15/01139/FUL) – Many local residents expressed their concerns at this planning application. Almost every resident in Bamfurlong is opposed for various reasons which include: huge population increase in area with almost no services, located within the Green Belt, poor infrastructure and drainage. Contravenes Government advice that new developments should not dominate or overwhelm the existing communities.
1. **Apologies** – had been received from Cllr. Jill Jones
 2. **Declaration of Interest** – there were none
 3. **The minutes of the last meeting held on 15th December 2016 were agreed and signed.**
 4. **To Receive a Report from the County and Borough Councillor** – Cllr Vines gave information about the devolution bid, possible rises to Council Tax by both County & borough and problems with the recycling of hypodermic needles which has caused extra expense.
 5. **Planning**
 - a. The following responses were agreed:

- i. **15/01139/FUL - The Willows, Bamfurlong Lane.** Change of use of holiday touring caravan and camping site to gypsy and traveller site for 20 static caravan pitches and 9 touring caravan pitches, amenity space, landscaping and utility building, following demolition of existing buildings. **OBJECTION** – premature application, few public services or infrastructure, not a sustainable development, harm to Green Belt, population increase would dominate the local community which is not conducive to community integration or cohesion.
 - ii. **15/01188/FUL - Fortitude Birdlip Hill Witcombe.** Erection of four detached dwellings and associated works. **OBJECTION** – long planning history of refusals for permanent dwellings, located in countryside away from facilities and infrastructure. Not a sustainable development and located within the AONB causing harm.
 - iii. **16/00014/FUL Springfield Farm Crickley Hill, Witcombe -** Replacement Single Storey rear extension (to provide wet room for disabled person.) - **SUPPORT**
- b. **TBC Planning Decisions:**
- **15/01170/FUL The Cot** Erection of a single store extension and associated works including the demolition of existing extension. **PERMIT**
 - **15/01243/FUL Willow Farm Green Lane Witcombe** Demolition of modern conservatory and construction of garden room. **PERMIT**
 - **15/00939/FUL Shurdington Court Farm** Indoor Arena 40m x 20m **REFUSE**
- c. **Joint Core Strategy** –the preliminary findings were noted.
- d. **To review the Parish Council policy on dealing with consultations to planning applications** – A draft policy document was circulated and it was agreed that all applications of a significant nature would be discussed at a Parish Council Meeting. All consultations within the Parish Council would be carried out electronically with paper plans being circulated. After consultations, the Chairman & Clerk would be delegated to issue the Parish Council response on minor applications where there was no public interest. The policy was agreed and would be reviewed after 3 months (see appendix)
- 6. Transparency Code**
- a) **Transparency Fund Bid** – the decision on grant funding was awaited shortly. The Clerk was authorised to purchase the laptop in advance of the grant coming through.
 - b) **Website –the Clerk had received 2 quotes** from web designers which were similar, but one had much better references. Cllr Hunt proposed that the quote from Curtis Web Design be accepted and Dr. Makins seconded this and it was agreed. Specific details would be agreed with the Clerk & Chairman.

7. Finance

- a. **To clarify Parish Council Financial Standing Orders and to appoint a Parish Councillor to act as an internal auditor** – draft Financial regulations had been circulated, and Cllr Hitchcock nominated to act as Parish Council Internal Auditor. Both were agreed.
- b. **Expenditure update** – the Clerk presented an update of income & expenditure in relation to the agreed budget. Clarification was given about donation requests and it was agreed that the Chairman would contact the 2 organisations for missing paperwork
- c. **Grant request** – a formal request from Witcombe & Bentham Village News for £200 was agreed and a cheque issued. This was proposed by Cllr Hunt and seconded by Cllr Cottell
- d. **To authorise payment and issue cheques:** no invoices had been submitted.
- e. **Clerk’s Pay** – pay and expenses were authorised for December and January and cheques issued £762.65 and £152.20

8. Miscellaneous

- a) **Street Cleansing Service Review** – there were no issues to report.
- b) **Noticeboard at Cold Pool Lane** – Cllr Howe and the Clerk had provided details and costings. It was agreed that the Clerk would seek clarification of costs for 2 types of notice boards.
- c) **Training** – the Clerk was authorised to attend a GAPTC networking event (£20)
- d) **Dates of Meetings** – the dates of meetings for 2016 were agreed. These would be held monthly, but if there was no urgent business the meeting may not be held.

9. Reports - none

10. Ward Reports –

- Incidence of fly tipping in Bentham Lane has been reported
- Footpath from the bus stop in Badgeworth to the village has not been cleared and is becoming impassable. The Clerk would contact Highways.
- Cold Pool Lane (Rugeley House) – being monitored.

11. The next meeting would be held on 16th February at Badgeworth Village Hall

The meeting closed at 9.45pm

Signed.....

Dated.....

APPENDIX

BADGEWORTH PARISH COUNCIL

ASSESSING AND RESPONDING TO PLANNING APPLICATIONS January 2016 – to be reviewed April 2016

This paper has been prepared to assist Badgeworth Parish Councillors assess and draft comments on Planning Applications.

- **All planning applications** will be forwarded via email to **all members**.
- Paper plans to be **circulated within the appropriate ward***. The Clerk will give deadline dates, and Councillors should make note and respond accordingly.
- Paper plans to be passed to the next Ward Member promptly.
- **Comments to be emailed to the Clerk with ward members copied in.**
- The Clerk and Chairman to be notified as soon as possible of any dissent or controversy, so that the application will be discussed at the next Parish Council meeting.

Planning application categories:

1. **All significant applications** (i.e. of a significant nature, or causing dispute/controversy) will be discussed at the next Parish Council Meeting in the public domain
2. **Minor and uncontroversial planning applications (i.e. small in scale & no known dissent)** – these applications will be delegated to the Clerk, Chairman & Vice Chairman. The response is to be emailed to Members of the Council, and reported at the next Parish Council Meeting

Very occasionally there may be timescale problems where an extension of time has not been agreed by the Planning Authority, and the application is significant or causing controversy. In these cases, the decision will be delegated to the Clerk, Chairman and 1 Ward Member and the decision ratified at the next Parish Council Meeting.

*In terms of consultation with residents on a particular application, Ward Councillors should discuss the arrangements for consultation and the need to hold a site visit. It is not appropriate to discuss an Application with the person/body submitting the application. Planning documents may be shown to residents affected but not left with them. If there are questions/concerns regarding consultation or detail of an application, then the advice of the Clerk should be sought.

If a Councillor declares an interest in an application, then he/she should not take part in preparing any response or be involved in any discussion on the Application.

The following points should be considered when assessing and drawing conclusions on Applications relating to new buildings or extensions to existing buildings:

- Consideration must be given to the privacy of neighbours. An assessment should be made of any development that would be likely to lead to an unacceptable level of noise, general disturbance, smell, fumes, loss of daylight or sunlight, loss of privacy, or have an overbearing effect.
- Applications received for new buildings within the Green Belt and/or AONB are normally refused unless there are exceptional circumstances which would justify the development e.g. the demolition of an existing building and the erection of a new one which would greatly enhance the Green Belt / AONB are considered for approval by the Borough Council.
- Are there off-road parking facilities?
- Access to the road must be safe for all road users, drivers, cyclists, pedestrians.
- Established trees must be protected to a reasonable degree since they provide an amenity value to existing residents in the area.
- Consideration must be given to the building line and roof height of any development. To deviate too much from neighbouring property could conflict unacceptably with the general character and appearance of its setting.
- The size of a new building should ideally be of a similar style and constructed of materials which do not conflict with those within the area.
- Extensions should not be of a size that causes the total area to be oversized compared with other dwellings in the area.

Some Applications which involve leisure activities, commercial/industrial premises, barn conversions, sites for travellers, affordable housing and public buildings are covered by the policies within the Borough Council's Local Plan. The Clerk will draw attention to these policies if it assists in drafting the response of the Parish Council on an Application.

It should be noted, especially to other interested parties, that the Parish Council is a consultee and does not make the decision on a planning application. There may well be cases where a definite 'Object' or 'Support' is not appropriate or necessary. I see no problem with making more detailed general comments if appropriate.