



# Rushmere St. Andrew Parish Council

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*"Seek The Common Good"*



**Minutes of the Planning & Development Committee meeting held on Wednesday, 4<sup>th</sup> March 2020 at Tower Hall at 7.30pm**

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CHAIRMAN: Mr P Richings

COMMITTEE MEMBERS PRESENT: Miss A Cracknell, Ms Evans, Mr D Francis, Mr M Newton, Mrs B Richardson-Todd, Mr P Richings, Mr J Westrup, Mr R Whiting

OTHER ATTENDEES: Members of the public = 0

APOLOGIES: Mr B Ward (another commitment), Mr Nunn (unwell)

CLERK: Mrs S Stannard

## **1. APOLOGIES, APPROVAL OF ABSENCE, PROTOCOL & CONDUCT REMINDERS**

The Chairman reminded Councillors of the Code of Conduct, protocol for debate and statutory rights to film, record, photograph or otherwise report on the proceedings of the meeting.

Apologies were received from Mr Ward and Mr Nunn. Miss Cracknell proposed that the apologies be accepted, seconded by Mrs Richardson-Todd. Resolved with ALL in favour.

## **2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 4<sup>th</sup> December 2019**

Mrs Richardson-Todd proposed acceptance of the minutes with no amendments and seconded by Mr Whiting. Resolved with ALL in favour. The minutes was duly signed by the Chairman.

## **3. DECLARATIONS OF COUNCILLOR INTEREST**

Mr Whiting declared a non-pecuniary interest as a member of Suffolk County Council he may be asked to reconsider any matter from this meeting at County Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the County level before coming to a decision.

Mr Newton declared a non-pecuniary interest as a member of East Suffolk Council and also stated that he may be asked to reconsider any matter from this meeting at District Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District level before coming to a decision.

No other declarations were made.

## **4. PUBLIC PARTICIPATION**

### **a. To identify public participation with respect to items on this agenda**

None

**b. Public forum – Members of Public/Parish Councillors may speak on any matter**

Miss Cracknell stated that the path that runs alongside cemetery is very muddy. The Clerk to report this to Suffolk County Council, Rights of Way Team.

Mr Francis reported that two of the rubbish bins along Broadlands Way were very full and needed emptying. Clerk to report this to Suffolk Coastal Norse.

Mr Newton asked whether a notice can be placed on doggie bins requesting the public to phone a number to inform Suffolk Coastal Norse that the bin is full and needs emptying. The Clerk to contact Suffolk Coastal Norse about this.

**5. TO MAKE RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATIONS**

|                |   |         |  |
|----------------|---|---------|--|
| DC/20/0491/FUL | Broke Hall Community Primary School, Chatsworth Drive, Rushmere St Andrew | IP4 5XD | Change of Use from Caretakers House to Office/ Meeting/ Training Space |
|----------------|---|---------|--|

Mr Richings gave a situation report following his examination of the proposal documentation.

**Application form –**

Description “As CEO for Children’s Endeavour Trust (CET) a Multi Academy Trust, I hold the lease for a building recently used as a caretakers house at Broke Hall Community Primary School, Chatsworth Drive, Rushmere St Andrew, Ipswich, IP4 5XD. We intent to now use it as an office and meeting room and clause 3.9.3 of the lease providers that the caretaker’s house can be used either:

- a) As a residence for a service occupier employed by CET or
- b) “for the purposes of the provision of educational services by the Tenant (as set out in any charitable objects of an in accordance with the memorandum and articles of association of the Tenant from time to time)”.

We would not like to use it for an office, meeting room/ training space, as detailed in b), and I seek change of use permission for this”.

Pre-application advice sought – DC/20/0074/PREAPP “In terms of planning permission, a change of use application will be required however providing the intended use is in relation to the schools facilities and remains ancillary to the school the council would be supportive of this, as it is considered a sustainable location for this type of use associated with a school building. Any changes required to the lease of the building is a separate and private matter and not something the District Council can advise on. If the school is run by the County Council you can submit the planning application directly to the county, if not then it would need to be submitted to the District Council. Full information on how to submit an application can be found at <https://www.suffolk.gov.uk/planning-waste-and-environment/planning-applications/submitaplanning-application/> or [www.eastsuffolk.gov.uk](http://www.eastsuffolk.gov.uk) accordingly.”

**Plans** – This is a planning application request for change of use of an existing residential dwelling (former caretaker residence) to business use “B1 (a) – Office (other than A2)”. Proposed opening hours to be 08.30-17.30 Monday to Friday, nil on Saturday or Sunday.

**Use Classes**

**B1 Business** – Uses which can be carried out in a residential area without detriment to its amenity.

B1(a) Offices – other than a use within Class A2

B1(b) Research and development of processes

B1(c) Industrial processes

**A2 Financial and professional services** – Financial services such as banks and building societies, professional services (other than health and medical services) and including estate and employment agencies. It does not include betting offices or pay day loan shops – these are now classes as “sui generis” uses.

**Latest Consultation Expiry Date** – 20/03/20 (Site notice)

Councillors considered the application carefully.

Mr Francis proposed approval of the application, seconded by Miss Cracknell. Resolved with ALL in favour.

**Response:** Rushmere St Andrew Parish Council recommends APPROVAL.

|                |                                       |         |  |
|----------------|---------------------------------------|---------|--|
| DC/20/0687/FUL | 4 Mendip Drive,<br>Rushmere St Andrew | IP5 1AT | Construction of part single storey front and rear extensions and two storey side extension |
|----------------|---------------------------------------|---------|--|

Mr Richings gave a situation report following his examination of the proposal documentation.

**Application form** – No pre-application advice sought. Roof & wall materials to match existing, doors & windows changed from white upvc to grey upvc.

**Plans** – A full two-storey extension is proposed to the south of the existing main body of building, in place of a single-storey flat roof part of the dwelling. To the rear (west elevation), a full-width single storey extension is proposed, replacing a smaller part-width extension. To the front (east elevation), a part-width single-storey extension is proposed, replacing a small porch.

**Latest Consultation Expiry Date** – 12/03/20 (Standard & Neighbour Consultation)

*[Mrs Richardson-Todd left the meeting].*

Councillors considered the application carefully.

Mr Whiting proposed approval of the application, seconded by Miss Evans. Resolved with ALL in favour.

**Response:** Rushmere St Andrew Parish Council recommends APPROVAL.

|                |  |         |  |
|----------------|--|---------|--|
| DC/20/0795/FUL | 35 Salehurst Road,<br>Rushmere St Andrew | IP3 8RY | Single storey rear extension, 1 <sup>st</sup> floor side extension, conversion of garage to living accommodation |
|----------------|--|---------|--|

Mr Richings gave a situation report following his examination of the proposal documentation.

**Application form** – Not on web at time of review

**Plans** – To the front (east elevation), existing porch changed from flat roof to pitched roof. To the north side, at ground floor level, existing garage is converted to living accommodation with windows included to front, side & rear. First floor accommodation is added above the former garage & utility to rear of garage, with windows to front & rear. To the rear (west elevation), a single-storey extension is added to the rear of the main body of the existing house.

Additionally, the rear elevation has a chimney stack removed with an additional first floor window added.

**Latest Consultation Expiry Date** – 20/03/20 (Site notice)

Councillors considered the application carefully.

Mr Newton proposed approval of the application, seconded by Ms Evans. Resolved with ALL in favour.

**Response:** Rushmere St Andrew Parish Council recommends APPROVAL.

## 6. ANY OTHER PLANNING APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THIS AGENDA

Mr Richings advised that the following application was received:

|                |  |         |   |
|----------------|--|---------|---|
| DC/20/0781/FUL | Hill Farm House,<br>Lamberts Lane,<br>Rushmere St Andrew | IP5 1DS | Erection of timber summer house in garden. Proposed location as per document 1. Would not be visible from public footpath, nor from our home, except from utility room window and small bedroom window, see document 2. We have thought carefully about where to locate it, and proposed site is screened by hedge and fencing with climbing rose. There would be no significant impact on the house or view. It would not adjoin the house and would not be permanent, in that it could easily be dismantled. Document 3 is an example of proposed summer house. |
|----------------|--|---------|---|

Mr Richings gave a situation report following his examination of the proposal documentation.

**Application form** – No pre-application advice sought. Building is “Grade 2 listed”. Materials:-

- External walls – “Timber, tongue and groove which will be painted wither a subtle green or blue or possible just treated”
- Roof covering – “Tongue and groove with felt covering”
- Windows – “Styrene or glass”
- Internal Walls – “Timber, tongue and groove”
- External Doors – “Timber and styrene”
- Rainwater goods – “guttering to match on house and a water butt”

Will any trees or hedges need to be removed or pruned in order to carry out your proposal? – “small apple tree will need to be removed. This apple tree is 5ft and growing on the slant, held up with a prop. See photo in document 2 (tree looks taller in photo as this was taken in summer, pruned back it is only about 5 ft)”.

**Plans** – The proposed summerhouse would be located in the garden just to the north of the farm house. A series of photographs & site layout diagrams are included showing the proposed site location, relative to the surroundings, plus a brochure photo of proposed summerhouse. A brief heritage statement is included.

**Latest Consultation Expiry Date** – 26/03/20 (Advertisement – reason “listed building in the vicinity of public right of way”)

Councillors considered the application carefully.

Miss Cracknell proposed approval of the application, seconded by Mr Whiting. Resolved with ALL in favour.

**Response:** Rushmere St Andrew Parish Council recommends APPROVAL.

## 7. TO NOTE ANY PLANNING APPLICATION REFERRALS RECEIVED

The Clerk advised that the following referrals were received:

- DC/20/0230/FUL, 12 Elm Road, Rushmere St Andrew, Brick Annex to the rear garden of existing property
- DC/20/0033/FUL, 3 Linden Cottage, Rushmere St Andrew, Construction of two residential dwellings, landscaping and associated parking

## 8. TO NOTE PLANNING DECISIONS RECEIVED SINCE THE LAST MEETING

|                |  |  |
|----------------|--|--|
| DC/19/4038/OUT | 138A The Street, Rushmere<br>St Andrew | Severance of side garden and erection of a detached single storey dwelling. New vehicular access onto the street.<br>Planning Committee recommended refusal 04/12/2019 |
|----------------|--|--|

|                |   |   |
|----------------|---|---|
|                |   | <b>East Suffolk Council – Planning permission granted with conditions on 02/03/2020</b>   |
| DC/19/4594/FUL | Tower Hall, Broadlands Way, Rushmere St Andrew      | Retention of existing store shed and erection of an additional facility<br>Planning Committee recommended approval 04/12/2019<br><b>East Suffolk Council – Planning permission granted on 31/01/2019</b>  |
| DC/19/4867/FUL | Plot 21, Broadlands Way, Rushmere St Andrew         | A single storey orangery extension of 3.9 metres x 9 metres to the side of the existing building<br>Planning Committee recommended approval 07/01/2020<br><b>East Suffolk Council – Planning permission granted with conditions on 10/02/2020</b> |
| DC/20/0033/FUL | Linden Cottage, 3 Lamberts Lane, Rushmere St Andrew | Construction of two residential dwellings, landscaping and associated parking<br>Planning Committee recommended refusal 04/12/2019<br><b>East Suffolk Council – Planning permission granted on 28/02/2020</b>                                     |
| DC/19/4851/OUT | The Oaks, Playford Lane, Rushmere St Andrew         | Demolition of existing bungalow and erection of three new dwellings<br>Planning Committee recommended refusal 30/01/2020<br><b>East Suffolk Council – Planning permission refused 24/02/2020</b>  |
| DC/20/0110/FUL | 59 Playford Road, Rushmere St Andrew                | Proposed alterations and extensions to existing single storey dwelling<br>Planning Committee recommended approval 30/01/2020<br><b>East Suffolk Council – Planning permission granted on 02/03/2020</b>   |

#### 9. ENFORCEMENTS & APPEALS – TO NOTE/REPORT ANY RELEVANT MATTERS

The Clerk reported that she has been in contact with the Environment Agency and Planning Enforcement about the Chater site along Bixley Drive and whether anything can be done about the soil and the rubbish on the site. Feedback from the Environment Agency was that the issue has been logged on their incident report system. The Agency will do further checks regarding authorisations for the storage and use of waste. The Environment Agency will inform the owner(s) of the site of their duty of care in respect to waste if the owner(s) do(es) not hold the relevant authorisations and they will either need to register these or remove the waste.

#### 10. NEIGHBOURHOOD PLAN UPDATE

The Clerk reported that the neighbourhood plan area designation for the whole of the parish has been approved. The terms of reference of the working group is currently being finalised.

Mr Whiting reported that ten volunteers attended the informal meeting of the working group. The purpose of the meeting was to meet councillors and other volunteers on the working group, to provide the volunteers with more information about the role and purpose of the working group and neighbourhood plans. This also provided them with an opportunity to ask any questions. The next meeting of the Neighbour Plan Working Group will be held on 17<sup>th</sup> March 2020 at the Village Hall at 7.30pm. The working group will look at quotations from consultants at the meeting and make a recommendation to Planning and Development Committee regarding this.

Councillors noted this.

## **11. ANY OTHER MATTERS & CORRESPONDENCE**

### **a. Shrublands Drive East Roundabout.**

Mr Richings provided background about the problems with visibility and absence of lines at the roundabout. Mr Whiting responded indicating that SCC has considered it and determined that it is not necessary to have lines at this particular roundabout. Mr Newton stated that the East Suffolk Planning Team considered the changes to the positioning of the wall and will not be enforcing the issue.

### **b. Highway Issues.**

Mr Richings informed Councillors that he has reported faded white and yellow lines in Claverton Way. Mr Whiting reported that he has highlighted issues with the reporting tool to Suffolk County Council.

## **12. DETERMINATION OF ITEMS FOR FUTURE AGENDA**

Item 7: 'To Note Any Planning Referrals Received' – to consider whether there a need to keep this item on the agenda.

## **13. CLOSE OF MEETING**

The Chairman closed the meeting at 8.37 pm.