



Rushmere St. Andrew Parish Council

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"Seek The Common Good"



Minutes of the Planning & Development Committee meeting held on Wednesday, 14th October 2020 via a virtual meeting at 7.00pm

CHAIRMAN: Mr P Richings

COMMITTEE MEMBERS PRESENT: Mr D Francis, Mr M Newton, Mr R Nunn, Mr P Richings, Mr B Ward, Ms Evans, Mr Whiting, Miss Cracknell

OTHER ATTENDEES: Members of the public = 0

APOLOGIES: Mrs Richardson-Todd (another commitment), Mr J Westrup (another commitment)

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 Mrs Richardson-Todd and Mr Westrup. Mr Ward proposed that the apologies be accepted, seconded by Mr Nunn. Resolved with ALL in favour.

2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 15th September 2020

Mr Francis proposed acceptance of the minutes without any amendments. This was seconded by Mr Nunn. Resolved with ALL in favour. The minutes was duly signed by the Chairman.

3. DECLARATIONS OF COUNCILLOR INTEREST

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.

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.

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

Mr Francis informed Councillors that the seat at Broadlands Way has been tidied and flowerpots added. It was thought that this must be one of the residents. Mr Francis stated that the Preservation Society article was published in the East Anglian Daily Times regarding recent and planned changes in planning legislation. Councillors noted this.

Ms Evans stated the residents mentioned that they were impressed that the bin at the Sandlings LNR was repaired so swiftly after it was vandalised.

Miss Cracknell mentioned the new bus service in the village and asked that an article regarding this be included in the newsletter.

5. TO NOTE P&D DELEGATED RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATION

DC/20/3690/TPO	29 Birchwood Drive, Rushmere St Andrew	IP5 1EB	TPO ESCC 1955 0029 T1 Beech: The species is relatively short-lived and is not resistant to decay. This tree is mature and in declining condition, with a sparse crown and poor extension growth, there is also some basal decay evident, with adaptive growth. The remaining contribution of the tree is limited and the basal decay, whilst not an immediate concern could become an issue given the condition of the crown and lack of vigour. Its amenity contribution is eroded by its sparse crown. T2 & T3 Oak: These are a pair of weather-damaged trees. T2 has lost its main leader and formed a very low, spreading crown, T3 has been struck by lightning in the past and has very limited live canopy growth. Both trees have a battered appearance and neither makes a significant contribution to the surroundings. The trees dominate the site and the applicant would like to remove them to provide usable domestic space. It is proposed to plant three replacement trees on the edge of the site; 2 oak and one small leaf lime.
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Mr Richings gave a situation report following his examination of the proposal documentation.

Application form – Answers to questions: -

- Are you seeking consent for works to tree(s) subject to a Tree Preservation Order? “Yes”
- Condition of the tree(s) - e.g. it is diseased or you have fears that it might break or fall? “No”
- Alleged damage to property - e.g. subsidence or damage to drains or drives. “No”

Plans – The plans show an area of land, located just within the Village settlement boundary, located between no 29 and the field to the north, of size similar to existing dwelling plots within Birchwood Drive. The 3 trees are located roughly in the centre of the plot with overlapping canopies.

Latest Consultation Expiry Date – 13/10/20 (Expiry)

Consideration – Our tree warden visited the site and spoke to the owner and comments as follows: -

The garden is actually a very sizeable plot which has been acquired from a neighbour and adjoins their garden. The land has been neglected for years & the new owners have cleared a large amount of brambles, hedging etc. The 3 trees stand virtually in the middle of the plot and are some of the largest trees in Rushmere St Andrew. Their removal would have a significant impact on views from residents in Birchwood Drive & distant views from users of footpaths coming up from the Fynn Valley. Both oak trees are showing damage and a lack of care; the beech tree is one of the largest I've seen, although the tree surgeon reports it is not in the best of health. I think we should suggest ESC consider an alternative to felling & could take the form of crown reduction by 30%, removal of

dead & dying branches, and removal of lower branches to all 3 trees. There's a suggestion of replacement planting and I suggest mountain ash might be a good choice, together with planting a new boundary hedgerow to fill the gap created. A case has been made for felling but I feel that alternatives should be sought first.

Delegated Response – Rushmere St Andrew recommends refusal of this application due to the adverse visual impact on footpath users in the Fynn Valley area & residents in Birchwood Drive caused by the loss of these 3 significant trees. Whilst recognising the historic neglect to these trees, we recommend that alternative maintenance solutions should be considered for all 3 trees – for example via crown reduction, removal of dead & dying branches, together with removal of some lower branches.

The Clerk read out correspondence she received from a resident regarding this application. The resident was concerned about the detrimental impact this application will have on the amenity of the area.

Councillors noted this.

6. TO MAKE RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATIONS

DC/20/3756/FUL	26 Woodbridge Road, Rushmere St Andrew	IP5 1BH	Construction of single storey rear extension
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Mr Richings gave a situation report following his examination of the proposal documentation.

Application form – No pre-application advice sought. Materials generally to match existing with aluminium / glass bi-fold doors added.

Plans – The dwelling is a bungalow and will remain so. A design & access statement is provided covering details of the changes. The view from the front is unchanged. The “existing plan” has labelling for the rear and a side elevation transposed. The “proposed plan” shows a significant rear extension (adding about 2/3 footprint to existing) which is staggered on the eastern elevation to partially wrap round the front & side of the existing garage. The plan also shows 45 degree markers from the rear windows of the 2 adjacent properties which “cut through” the walls of existing garages.

Latest Consultation Expiry Date – 15/10/20 (Expiry)

Councillors considered the application carefully.

Mr Whiting proposed approval of the application. The proposal was seconded by Mr Nunn. Resolved with ALL in favour.

Response: Rushmere St Andrew Parish Council recommends APPROVAL.

DC/20/3800/FUL	2 Bixley Drive, Rushmere St Andrew	IP4 5TS	Side extension and loft conversion
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Mr Richings gave a situation report following his examination of the proposal documentation.

History –

- C/11/0368 Erection of single-storey side & rear extensions. Erection of detached double garage – permitted 19/04/11
- C/11/2540 Erection of rear extensions and detached garage and garden building (revised scheme) permitted 29/12/11

Application form – No pre-application advice sought. Materials for walls (existing brick & boarding, proposed boarding & lead dormer); roof (existing pantiles & flat roofing, concrete tiles & SLM); windows pvcu as existing.

Plans – At ground floor level, the northern elevation sees an existing side garage-style “store” extended towards the rear of the property to provide a smaller store, nursery & snug. Windows are included in north & east elevations, together with a roof-light. Internal alterations include provision of a staircase to provide living accommodation in the existing loft space. Externally, at proposed first floor level, single velux-style windows are provided in the south &

north (side) elevations. On the east (rear) elevation a dormer window is included. To the west (front) elevation, a pair of roof windows are included each consisting of two windows above each other. The net effect is to convert a 2 bed, 2-bathroom property into a 5 bed, 3-bathroom dwelling.

Latest Consultation Expiry Date – 22/10/20 (Expiry)

Councillors considered the application carefully.

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

Response: Rushmere St Andrew Parish Council recommends APPROVAL.

DC/20/3823/FUL	92 Arundel Way, Rushmere St Andrew	IP5 1WE	New tiled pitched roof to front to replace flat roof & change of materials. Garage conversion and single storey rear extension
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Mr Richings gave a situation report following his examination of the proposal documentation.

History – C3798 Erection of two car ports – permitted 11/05/1978

Application form – No pre-application advice sought. Materials changes – walls (existing facing brickwork & hanging tiles, proposed (facing brickwork to match existing to front. Hanging tiles to front to be replaced with coloured horizontal composite boarding in grey. Rear extension to be coloured render); roof, windows & doors to match existing.

Plans – The front elevation sees existing first floor hanging tiles replaced with grey horizontal composite boarding. The existing flat roof porch / car port entrance is changed to a pitched roof style. The garage is changed to living accommodation with door replaced by window. To the rear the proposal is for a full width lean-to roof (with 4 roof-lights) single-storey extension with a pair of bi-fold doors, and window to eastern (rear) elevation & patio doors to northern (side) elevation.

Latest Consultation Expiry Date – 22/10/20 (Expiry)

Councillors considered the application carefully.

Mr Nunn proposed approval of the application. The proposal was seconded by Miss Cracknell. Resolved with ALL in favour.

Response: Rushmere St Andrew Parish Council recommends APPROVAL.

DC/20/3869/FUL	16 Blackdown Avenue, Rushmere St Andrew	IP5 1AZ	Proposed single storey front extension
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Mr Richings gave a situation report following his examination of the proposal documentation.

History – DC/17/2562/FUL Proposed first floor side extension – permitted 02/08/2017

Application form – No pre-application advice sought. Materials – walls & roof to match existing; windows & doors UPVC.

Plans – The front elevation sees an addition of a gable roof porch with door to front & south-facing window to provide a hall extension.

Latest Consultation Expiry Date – 26/10/20 (Expiry)

Councillors considered the application carefully.

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

Response: Rushmere St Andrew Parish Council recommends APPROVAL.

DC/20/3726/VOC	Land South of Ditchingham Grove and Land South of Magingley Crescent and Land to South of Shrublands Drive and Adjacent Broadlands Way, Rushmere St Andrew		Variation of Condition 1 of DC/20/2658/VOC – Erection of 63 dwellings with associated car parking to consist of 23 bungalows (phase 6), 24 detached houses (phase 7) and 16 affordable dwellings (site A) – removal of condition
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Mr Richings gave a situation report following his examination of the proposal documentation.

History – C/12/0237 Erection of 63 new dwellings with associated car parking, to consist of 23 bungalows (phase 6), 24 detached houses (phase 7) and 16 affordable dwellings (site A) – permitted 12/11/2012

Application form – Pre-application advice sought “Telephone conversations and e-mails between Rachel Smith and Phil Golding (Chater Homes) during August to discuss revisions to layout and appropriate application type, recommendation to submit application as a VOC”.

Plans – This application wishes to amend the layout & style of 5 houses as approved via C/12/0237 (phase 7) on a portion of the site located adjacent to the roundabout corner of Shrublands Drive & Bladen Drive. It is a “5 for 5” replacement & the design and access statement gives a comprehensive presentation of the proposed changes. Approved & proposed street views in Shrublands Drive & Bladen Drive are presented, together with elevation & floor plans for each of the proposed dwellings. It would appear no changes are proposed to the already approved highway access points.

Latest Consultation Expiry Date – 26/10/20 (Expiry

Councillors considered the application carefully.

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

Response: Rushmere St Andrew Parish Council recommends APPROVAL.

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

DC/20/3946/FUL	12 Elm Road, Rushmere St Andrew	IP5 1AJ	Retrospective change, converting a 3 rd of our garage into a barber shop
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Mr Richings gave a situation report following his examination of the proposal documentation.

History – DC/20/0230/FUL Brick Annex to rear garden of existing property – application validated 21/01/2020, permitted 09/03/2020. *Dwelling changed hands 06/03/2020 (source Rightmove / Land Registry).*

Application form – Pre-application advice sought on 01/10/2020 “Many thanks for your email, you will need to submit a site location plan, existing block plan showing the parking spaces; a floor plan of your garage showing the layout, this is so we can assess the scale of the business and a supporting letter noting your hours of work and number of clients you see a day. The application form should be for full planning permission”. Parking for 5 cars. Description “Intention to use 9sqm of our garage as a Barber shop. Electrics are already in place, we will need to re floor and paint. Also a new door will need to be added to make the area water tight and ensure there is no heat loss.” Proposed use of 9 sq.m. for shop of total 109 sq.m. residential. Existing use “We have partitioned 1/3 of our garage approximately 10% of our residential area to be used as a Barber shop.” Works started & completed on 20/07/2020. Proposed hours of opening – Mon-Fri 1600-2000; Sat nil; Sun 0900-1230

Plans A photo of existing entrance provided, together with description of proposal & indicative internal layout.

Observation – Rugged Bear website currently advertising appointments on Thursdays 0930-1630, other days within applied for times.

Latest Consultation Expiry Date – 30/10/20 (Expiry)

Councillors considered the application carefully.

Mr Francis proposed refusal of the application. The proposal was seconded by Mr Whiting. Resolved with MAJORITY in favour. The reasons for refusal are: This is a narrow site near the top of Elm Road. There are already issues with cars parking along the road and insufficient car parking is available/ proposed on site.

The Parish Council would also like to draw attention to the fact that online appointments are currently advertised for day times but in the application form it is stated that there would not be appointments available during day times.

Response: Rushmere St Andrew Parish Council recommends REFUSAL.

DC/20/4005/FUL	5 The Spinney, Rushmere St Andrew	IP4 5UR	Construction of a new single storey rear extension to replace an existing conservatory. The extension features a pitched roof with large dormer window serving a first-floor bedroom. The application also includes conversion of half of the existing double garage and replacing the existing window across the whole property as part of wider thermal upgrade package.
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Mr Richings gave a situation report following his examination of the proposal documentation.

Application form – No pre-application advice sought. Proposed materials (walls brick; roof zinc; windows & doors glass/aluminium)

Plans – The changes proposed at the front of the property change 1 (of 2) garages into living accommodation. To the rear, an existing conservatory is removed & a two-storey extension included. A design & access statement is provided which provides details of the changes plus photos of existing & an indicative design for proposals to the rear of property – this gives a good indication of the rear view post-construction. Full plan details are also included for existing & proposed elevations & floor plans.

Latest Consultation Expiry Date – 30/10/20 (Expiry)

Councillors considered the application carefully.

Mr Richings proposed refusal of the application. The proposal was seconded by Mr Francis. Resolved with MAJORITY in favour. The reason for the refusal is that the application is contrary Policy DM 21 and DM22 of the Suffolk Coastal Local Plan and the proposed extension it is not sympathetic to the design of the original building.

Response: Rushmere St Andrew Parish Council recommends REFUSAL.

8. TO NOTE PLANNING DECISIONS RECEIVED SINCE THE LAST MEETING

DC/20/3005/VOC	Land South of Ditchingham Grove and Land South of Mangleley Crescent and Land to South of Shrublands Drive and Adjacent Broadlands Way, Rushmere St Andrew	Variation of Condition 2 on Planning Permission C/12/0237 (Erection of 63 new dwellings with associated car parking, to consist of 23 bungalows (phase 6), 24 detached houses (phase 7) and 16 affordable dwellings (Site A)). P&D recommended approval on 20 th August 2020 East Suffolk Council – Planning permission with conditions approved on 21 September 2020
DC/20/2815/FUL	4 Lawford Close, Rushmere St Andrew	Relocation of Garden Fence. P&D recommended refusal on 5 th August 2020

		East Suffolk Council – Planning application refused on 5th October 2020
DC/20/2681/FUL	17 Quantock Close, Rushmere St Andrew	Proposed part two storey side extension, part single storey front/ rear extension and alterations P&D recommended approval on 5 th August 2020 East Suffolk Council – Planning permission with conditions approved on 5th October 2020

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

Fence at Nr 6 Butterfly Gardens were reported to Enforcement at East Suffolk Council and the Parish Council received feedback from East Suffolk Council. Mr Newton has queried the response from East Suffolk Council and whether permitted development rights have been removed at the property. East Suffolk Council indicated that permitted development rights have been removed and that there is a breach of control. The owner has been given a period of time to either remove the fence or submit a planning application to retain the fence.

The Clerk asked to be kept up to date on progress regarding 81 The Street, raised by a resident in the parish with East Suffolk Council and a copy of the correspondence was forwarded to the Parish Council.

10. NEIGHBOURHOOD PLAN WORKING GROUP

a. To Note the Minutes of the Neighbourhood Plan Working Group and Update

The minutes of the working group meeting held on 6th October had not been distributed. Mr Whiting updated Councillors on progress with the neighbourhood plan.

b. To Approve Policy Document for Facebook Page for Neighbourhood Plan

The Clerk informed Councillors that the Parish Council approved setting up of a Facebook page for the Neighbourhood Plan and the Working Group approved the Terms of Reference for the Facebook page and referred it to Planning and Development Committee for approval. A member of the Working Group has been designated as administrator and she will create and maintain the page. The Planning and Development Committee requested that the references to parish officers be removed and replaced with a working group member. The references have been amended.

Mr Richings proposed that the terms of reference for the Facebook Page for the Neighbourhood Plan be approved. Seconded by Miss Cracknell. Resolved with MAJORITY in favour.

c. To Consider and Approve Quotations for printing and distribution of Household Flyer/ Questionnaire

The Clerk informed Councillors that the householder questionnaires for the neighbourhood plan will be available for completion by residents during December. In order to publicise the process it is proposed to produce an A5 double sided flyer that will be distributed with the newsletter in December. The officers have sourced three quotes for printing of a single sided A5 flyer from Leiston Press (£137.00 for printing of single sided leaflets), Kallkwik (£137.00 for printing of single sided leaflets) and Suffolk Digital Print & Design (£78.00 for printing of double sided leaflets). Suffolk Digital Print & Design were then asked to quote for designing of the double-sided flyer since they were so much cheaper than the other companies. Additional benefits in awarding the quote to Suffolk Digital Print & Design is that they print the Parish Newsletter. The flyer will be distributed with the newsletter, therefore streamlining the whole process.

Suffolk Digital Print & Design quoted £78 for the printing of 3000 double sided A5 colour flyers for the neighbourhood plan. The company quoted £30 per hour for designing of the leaflet and estimated that it would take them 2 hours for designing the leaflet.

Fullrays Leaflet Distribution quoted £20 to distribute the flyers with the newsletter. Fullrays, distributes the newsletter and appointing them to distribute the leaflets would streamline the process and improve efficiency. For this reason, other quotes were not sourced for distribution of the leaflet.

Mr Richings proposed that Suffolk Digital Print & Design be appointed at a maximum cost of £120 for the design of the Neighbourhood Plan flyer, Suffolk Digital Print & Design be appointed at a cost of £78 for printing of 3000 double sided A5 colour flyers for the Neighbourhood Plan for inclusion in the Christmas 2020 parish newsletters and that Fullrays Leaflet Distribution be appointed at a cost of £20 for the distribution of the Neighbourhood Plan flyers with the Christmas 2020 parish newsletter. Seconded by Miss Cracknell. Resolved with MAJORITY in favour.

11. OTHER MATTERS & CORRESPONDENCE

The Clerk informed Councillors that she received correspondence regarding the Ipswich Local Plan Examination Hearing. Should the Parish Council wish to participate they need to register by 23rd October. It was agreed that the Parish Council will register to participate.

The Clerk informed Councillors that the Suffolk Coastal Local Plan was adopted on 23rd September 2020.

The Clerk informed Councillors that she received correspondence about the Parish Council comment regarding 23 Salehurst Road. The applicant was disappointed that the Parish Council objected to the application. The Clerk responded to the email and explained the reasoning for the objections. Councillors noted this.

The Clerk informed Councillors that she received correspondence regarding 868A Foxhall Road. A neighbour did not receive notification from East Suffolk Council and asked whether the Parish Council can notify them if any further applications are received. The Clerk responded indicating that it is East Suffolk Council that is the planning authority, and it is their responsibility to notify neighbours about planning applications. It was agreed to refer this to Mr Newton.

12. DETERMINATION OF ITEMS FOR FUTURE AGENDA

None

13. CLOSE OF MEETING

The Chairman closed the meeting at 20.30pm.