

HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Environment and Planning Committee** meeting held on Monday 11th September 2023 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Fyfe, Winser, Hudson, Carlson, Keates, Coulthurst and Greenwell. Also in attendance, District Councillor Benneyworth.

In attendance: Lydia Cutland (Deputy Town Clerk)

EP2023044 Apologies for absence

Cllrs Simpson and Cole. Also District Councillors Gaines and Vickers.

EP2023045 Declarations of interest

Cllr Fyfe agenda item EP2023048 (a) and Cllr Keates agenda item EP2023048 (e)

EP2023046 Approval of Minutes of the Meeting held on Monday 14th August 2023 and update on actions.

Proposed: Cllr Keates

Seconded: Cllr Greenwell

Resolution: To approve the minutes of 14th August 2023 as a true record with one abstention, subject to the amendment to agenda point EP2023043 (c) where the resolution was proposed by Cllr Winser and seconded by Cllr Carlson.

Outcome of actions:

Agenda point EP2023043 (b) – A flowchart from WBC clarifying the criteria for fast tracking applications has not yet been received from District Cllr Vickers. District Cllr Benneyworth commented that specifically in relation to the planning application for Norgate House, which was discussed in August's E&P meeting under agenda item EP2023043 (b), time was pressing and as there was sufficient public interest, a decision was made swiftly.

ACTION

HTC Office to remind District Cllr Vickers regarding the flowchart.

No further actions outstanding.

EP2023047 Propose approval to changes to WBC Consultation document.

The revised consultation document was reviewed by councillors in Full Council on the 4th September. The Committee thanked Cllr Coulthurst for her efforts and hard work spent on the document.

Proposed: Cllr Fyfe
Seconded: Cllr Greenwell
Resolution: To approve the revised document dated 30th August 2023 as the now final copy.

ACTION

Deputy Town Clerk to send the final document to WBC to meet their deadline of the 15th September.

EP2023048

Planning applications:

a) 23/01848/FUL

13 Bridge Street – Ms Julie Lloyd

Change of use from A1 Retail to C3 Dwelling of a single room fronting Bridge Street

Proposed: Cllr Winsor
Seconded: Cllr Coulthurst
Resolution: No objection. One abstention.

b) 23/01918/HOUSE

Lock House, The Marsh – Prime Oak

Erection of oak framed orangery to side of existing dwelling

Proposed: Cllr Keates
Seconded: Cllr Carlson
Resolution: No objection

c) 23/01955/HOUSE

5 Fairview Road - Ms Sarah Leach

Installation of 12 solar panels to the South East facing roof, at the front of the property. Solar panels will not extend above the ridge of the roof. Bird mesh will be installed to prevent birds roosting. Please see attached diagram for position of solar panels. The installer is Home Smart Energy, as part of the West Berkshire Council Solar Together scheme

Proposed: Cllr Greenwell
Seconded: Cllr Winsor
Resolution: Support

d) 23/01353/HOUSE

1-2 Park Street - Mr and Mrs J Talmage

Notification only. The design and form of the dormer has been amended from a flat roof dormer to a pitched roof dormer. Any previous comments will be taken into account when a decision is made on this application. HTC proposed no objections to the original application.

As this is a notification, the committee did not propose any change to their previous comments.

e) 23/02053/HOUSE

13 Bourne Vale - Mr Willis and Miss Tarockova

Proposed first floor alterations to include new dormer windows to front and rear elevations

Proposed: Cllr Greenwell
Seconded: Cllr Coulthurst
Resolution: No objection. One abstention.

EP2023049 **Case Officers Reports:**
These were read out and noted.

The meeting closed at 20.26 pm.