

# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Environment and Planning Committee** meeting held on Monday 14<sup>th</sup> August 2023 at 7.00 pm in the Library, Church Street, Hungerford.

**Present:** Cllrs Fyfe, Winsor, Carlson, Keates, Cole, Armstrong and Greenwell. Also in attendance, District Councillor Vickers, a representative for agenda item EP2023043 (b) and a representative from Newbury Weekly News.

In attendance: Lydia Cutland (Deputy Town Clerk) and Stella Coulthurst.

**EP2023038 Apologies for absence**

Cllrs Simpson, Hudson and Lewis. Also District Councillor Gaines.

**EP2023039 Consider co-option of councillor to the committee**

**Proposed:** Cllr Winsor

**Seconded:** Cllr Greenwell

**Resolution:** To approve the co-option of Cllr Stella Coulthurst to the committee

**EP2023040 Declarations of interest**

None

**EP2023041 Approval of Minutes of the Meeting held on 10<sup>th</sup> July 2023 and update on actions.**

**Proposed:** Cllr Carlson

**Seconded:** Cllr Cole

**Resolution:** To approve the minutes of 10<sup>th</sup> July 2023 as a true record with one abstention. Subject to the amendment to agenda point EP202336 (d) where the resolution proposed should read: "Objection to the application due to more clarity required on the settlement boundary because it sits outside the settlement boundary *and does not meet the rural working criteria*, animal welfare vs value of livestock and that alternative security measures could be considered. Two abstentions to the objection and one opposed to the objection.

**Outcome of actions:**

Agenda point EP202336 (d):

- 1) Planning application 23/01492/FUL for Land Approximately 400 Metres East of Dark Lane and South of Denford Lane, Denford Park Pastures East – DC Benneyworth called this into WBC. No further update at this stage.

No further actions outstanding.

Cllr Armstrong joined the meeting at 19.06 pm.

**EP2023042      Review WBC Consultation - Validation Checklists and National / Local Submission Requirements for Planning Applications document.**

A consultation document had been circulated prior to the meeting for the councillors to review. District Councillor Vickers explained that he'd had early sight of the initial draft document approx. 9 months ago. The purpose of the document is to simplify the planning application process particularly for households who are less likely to make frequent applications and to help them navigate through the process. Cllr Fyfe offered an example to the committee of what he deemed was an important factor to be considered and one which WBC should be encouraging. He explained that as the result of Climate Emergency surely every planning application should state what they are doing to lower their carbon footprint. For example, every application could/ should require solar panels to be fitted to the property to the main roof or if possible, somewhere else in/ on the property. Should they also be required to have an electric charging point fitted? A caveat could be added whereby if there is no evidence of how the carbon footprint will be reduced, the applicant must justify why they do not wish to do the work (eg size of property, no driveway for EV point, affordability etc).

After further discussions it was decided that the consultation document would be deferred and the Deputy Town Clerk would remind Cllr Fyfe on the 1<sup>st</sup> September.

**EP2023043      Planning applications:**

**a) 21/02780/FULMAJ**

St Johns Hall, Station Road – MGP Partnership Ltd

Demolition of Derelict Building (Former Ambulance Station and redevelopment for 9 flats with basement parking and landscaping cycle parking and bin stores).

The Committee reviewed the changes that have resulted since previous applications. Particular attention was given to whether HTC's previous objections had now been satisfied such as the number of flats (now reduced), parking ratio (requirements now met), affordable social housing and waste provisions. It was also noted that the application would still be reviewed at the Western Area Planning meeting as it had previously been called in under the same application number.

**Proposed:** Cllr Cole

**Seconded:** Cllr Armstrong

**Resolution:** Objection due to clarification being required on the recycling facilities and number of flats for affordable housing.  
(5 objections and 2 no objections, overall majority)

**b) 23/01650/FUL**

Norgate House, Tealgate - Sir Peter Birkett

Change of use of office building (Class E) to education use (Class F1(a)), minor external alterations and associated works to curtilage, including provision of outdoor amenity space and erection of fencing. This item was taken at the start of the meeting as a representative for the applicant was in attendance.

The Councillors reviewed the plans and questions were posed to the applicant's representative. The representative explained that the school was due to open at the beginning of September helping to address the need for SENDS pupils within a 30-40 min max drive in Berkshire. Mini buses or taxis would transport the children rather than multiple vehicles accessing the proposed

school and the initial phase of intake would be up to 30 pupils in the first year. An initial Ofsted inspection had taken place with a further inspection booked for week commencing 28<sup>th</sup> August as well as relevant sign offs for the fire regulations. The planning application is on the agenda for the forthcoming Western Area Planning meeting and a site meeting is taking place on Thursday 17<sup>th</sup> August. HTC have received the advisory. Cllr Cole had questions around WBC's approach to fast tracking applications such as these. Under what circumstances can an applications be fast-tracked? Would this be applicable to educational applications only?

Cllr Fyfe enquired about the implications if the start date of the beginning of September is not met, and the representative's applicant explained that it would be problematic for the children as they may fall in danger of not meeting the required number of days attendance to school and could not remain in their existing school due to the upwards shift of classes (eg from primary to secondary).

**Proposed:** Cllr Fyfe  
**Seconded:** Cllr Armstrong  
**Resolution:** No objection. One abstention.

**ACTION:** District Cllr Vickers to source a flowchart from WBC clarifying the criteria and process for fast-tracking applications.

**c) 23/00990/HOUSE**

Church House, Wantage Road - Mr and Mrs Hampton

Proposed single storey rear bathroom extension. The design of the proposal has been amended to include a pitched roof and altered materials. Although this was a notification only the councillors proposed a resolution.

**Proposed:** Cllr Keates  
**Seconded:** Cllr Greenwell  
**Resolution:** No objection

**d) 23/00995/HOUSE**

21 De Montfort Grove - Mr and Mrs Glenn Kiely

Single storey rear extension. Notification only that the proposal is reduced in depth to 4.5 metres. Any previous comments will be taken into account when a decision is made on this application. HTC proposed no objections to the original application.

Although this was a notification only the councillors proposed a resolution.

**Proposed:** Cllr Keates  
**Seconded:** Cllr Greenwell  
**Resolution:** No objection

**e) 23/01756/HOUSE**

47 Priory Avenue - Ms A Merritt

Proposed Extension and Internal Alterations

**Proposed:** Cllr Armstrong  
**Seconded:** Cllr Keates  
**Resolution:** No objection. One abstention.

**f) 23/01769/HOUSE**

143 Priory Road – Mr and Mrs Mike Cole

Replace Garage Roof, Garage Doors, Garage Conversion, Rear Extension and Covered Area

**Proposed:** Cllr Greenwell

**Seconded:** Cllr Carlson

**Resolution:** No objection.

**g) 22/02436/HOUSE**

Globe Cottage Old Hayward Bottom Newtown – Mr G Gilpin and Ms G Taylor

Extensions and alterations - Notification only that an appeal has been made to the Secretary of State against the decision of West Berkshire Council to refuse planning permission.

It was noted by the Committee that this is a notification only the councillors chose not to consult on the consultation. They did however familiarise themselves with the application again during the meeting.

**EP2023044**

**Case Officers Reports:**

These were read out and noted.

The meeting closed at 20.10 pm.