

Runnymede Borough Council

PLANNING COMMITTEE

Wednesday 18 June 2003 at 7.30 p.m.

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Committee

Councillors G.B. Woodger (Chairman), Mrs. J. Norman (Vice-Chairman), J.R. Ashmore, Mrs. F.J. Barden, A.G. Collins, J.B. Dean, J.M. Edwards, Mrs. L.M. Gillham, C. Knight, R. Pate, D.W. Parr, Mrs. V.A. Smallman, N. Thewlis, A.P. Tollett, and J.R. Whiteley.

and all other Members for information

A G E N D A

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr. B.A. Fleckney, Administration and Leisure Department, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425620). (Email: bernard.fleckney@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620.
- iv) Public speaking is allowed at the Planning Committee. For details please contact the Administrative Section of the Technical Services Department. (Tel Direct Line: 01932 425102).
- v) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

COMMITTEE SECTION



LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

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PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection

- a) Exempt Information
(No reports to be considered under this heading)
- b) Confidential Information
(No reports to be considered under this heading)

1. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

2. MINUTES

To confirm and sign the Minutes of the meetings of the Committee held on 15 May (Appendix A) and 21 May 2003 (Appendix 'B' to follow) as a correct record.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

5. PLANNING APPLICATIONS (DTS)

A list of the planning applications to be determined by the Committee is attached.

If Members have particular queries or interests in certain applications, the application files will be available for inspection and Officers present from 7.00 p.m. prior to the meeting in the ante room of the Council Chamber. This will be an informal opportunity for Members to see further details of applications and representations and to discuss and clarify issues. Copies of all letters of representation will also be placed on the table in the Chamber prior to the meeting and will be available for inspection by Members.

OFFICERS' RECOMMENDATION that -

the said applications be determined as indicated and any permission granted be subject to the conditions authorised.

(TO RESOLVE)

Background Papers

A list of background papers is available at the Technical Services Reception

6. AIMS AND TARGETS 2002/03 - OUTTURN (DTS)

1. Purpose of Report

1.1 **The purpose of this report is to inform Members of the outturn figures on the 2002/03 Aims and Targets for this Committee.**

2. Performance

2.1 Appendix 'C' outlines progress on the Aims and Targets in the period 1 April 2002 to 31 March 2003. Some of the more significant achievements during the year are indicated in the following paragraphs.

2.2 Planning application determination performance increased over the year, despite record levels of applications submitted. An increase in planning application fee levels provided surplus income.

2.3 Local plan review work has been delayed because of uncertainties over new legislation which is still going through Parliament. Nevertheless, this Committee has considered a series of topic papers over the year.

- 2.4 Good progress has been made on meeting affordable housing targets, but there is considerable uncertainty currently regarding the withdrawal of Local Authority Social Housing Grant.
- 2.5 Planning enforcement suffered last year with only one Officer in post. The section is now back to full strength and getting to grips with outstanding issues.
- 3. Conclusions
- 3.1 Good progress on planning targets has been maintained, despite the high workloads and continued turnover of staff.

(FOR INFORMATION)

Background Information

Leaders Position Statement 2002/03.

- 7. SUPPLEMENTARY PLANNING GUIDANCE ON HOUSEHOLDER DEVELOPMENT AND TREES, WOODLANDS AND HEDGEROWS (DTS)
(Ref: Minutes of Planning Committee, 5 February 2003, page 1024, para. 589)

1. Purpose of Report

- 1.1 The purpose of this report is to inform Members of the outcome of the consultation on the draft guidance, propose certain changes in the light of the consultation and recommend that they be adopted as Supplementary Planning Guidance for the purposes of development control.**

2. Background Information

- 2.1 At the meeting on 5th February 2003 Members approved draft supplementary planning guidance on Householder Development and Trees, Woodlands and Hedgerows for the purposes of public consultation.

3. Consultation

- 3.1 Copies of the draft guidance were placed in the Borough's public libraries and made available for inspection at the Civic Offices. Further copies were sent to statutory consultees. Copies of the Householder Guide were sent to 70 recent householder applicants, or their agents, along with a pre-paid response form. Copies of the Trees, Woodlands and Hedgerows Guide were sent to 12 local tree surgery companies along with pre-paid response forms.
- 3.2 The draft guidance was placed on the Council's website along with a facility for making comments online
- 3.3 Local residents and amenity groups were informed of the documents and where they could be inspected.
- 3.4 8 individuals or organisations made a total of 14 comments on the householders' guide and 8 individuals or organisations made a total of 35 comments on the trees and hedgerows guide
- 3.5 The results of the consultation on the Householder Guide is attached at Appendix 'D' and those for the Trees and Hedgerows Guide are at Appendix 'E'. These contain a summary of the representations received. For each representation a response is given and a note made of any proposed changes.

4. Proposed Changes

Householders' Guide

- 4.1 The main change to the householder guide is the insertion of a paragraph relating to nature conservation interests and the protected status of bats and nesting birds, both of which could be affected by householder developments.

4.2 Other changes are:

- the inclusion of wording to clarify that angles and dimensions quoted are for guidance only and that whilst individual cases may be considered on their merits the Planning Authority will have particular regard to these matters;
- inclusion of the requirement to provide accurate plans, including a location plan and the correct fee when submitting an application;
- cross-references to the separate guidance on green belt extensions and to the notes for applicants distributed with householder application forms;

4.3 In response to some of the other representations, notably those from the Government Office for the South East it is proposed to include their suggestions in the work being undertaken on the Local Development Framework. This would include addressing those aspects of current local plan policy that do not accord with current government guidance and preparing an assessment of the character of the Borough's built and natural environment.

Trees, Woodlands and Hedgerows Guide

4.4 The main changes to the Trees, Woodlands and Hedgerows Guide are:

- inclusion of references to the contribution of trees and hedgerows to nature conservation and the relevant legislation on this issue;
- the addition of cross referencing to the relevant British Standard and information on how to obtain it
- clarification of the role of the Forestry Commission; and
- a significant number of minor changes to improve the clarity of the guidance.

5. Council Policy

5.1 The Committee has approved the adoption of supplementary planning guidance and the commencement of preparatory work towards a Local Development Framework (LDF) as the appropriate means of reviewing and updating planning policies in the Borough.

6. Resource Implications

6.1 The cost of printing the guides will be met from the Local Plan printing budget. To reduce the need for paper copies the guides will be made available on the Council web site.

7. Environmental Implications

7.1 The adoption of the supplementary guidance should help to preserve and enhance the environment of the Borough by encouraging good quality design in minor developments and appropriate treatment of trees, woodlands and hedgerows in the development process.

OFFICERS' RECOMMENDATION that -

the Householders Guide at Appendix 'F' and the Trees, Woodlands and Hedgerows Guide at Appendix 'G' be approved as Supplementary Planning Guidance for the purposes of development control.

(TO RECOMMEND)

Background Papers

None

8. APPEAL DECISION

The Planning Inspectorate has recently determined the appeal mentioned below. The Appeal decision is attached at Appendix 'H'.

<u>Site/Development</u>	<u>Decision</u>
20 Sayes Court, Addlestone - planning appeal regarding a rear conservatory.	ALLOWED

(FOR INFORMATION)

Background Paper

Appeal decision

9. PLANNING APPLICATIONS DETERMINED BY DIRECTOR OF TECHNICAL SERVICES

A list of planning applications recently determined by the Director of Technical Services under his delegated powers is attached at Appendix 'I'. If Members have any particular matters they wish to raise, prior notice to the Chairman would be of assistance.

(FOR INFORMATION)

Background Papers

None

10. EXCLUSION OF PRESS AND PUBLIC

If Members are minded to consider any of the foregoing reports in private, it is the

OFFICERS' RECOMMENDATION that -

where appropriate, the press and public be excluded from the meeting during discussion of report(s) under Section 100A(4) of the Local Government Act 1972 on the grounds that the report(s) in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraph of Part I of Schedule 12A of the Act.

(TO RESOLVE)

PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)