

**Cottenham Parish Council  
Planning Minutes**

Held in the Parish Office, Community Centre, 250a High Street, Cottenham  
On **Thursday 19<sup>th</sup> June 2014 at 7.15**

**Present: Cllrs Leeks (Chair), Berenger, Collinson, Heydon, Morris, Mudd, Nicholas and Jo Brook (Clerk)**

It was agreed to re-order the meeting so that the Terms of Reference were discussed before a Chair was appointed.

- 14/197. Setting of Terms of Reference for Planning Committee** – Members: it was clarified that ex-officio can vote but don't chair the meeting; they have the option of attending the meeting. Other Cllrs can attend meetings but don't have the power to vote. Frequency – amended to 'twice' a month. It was confirmed that bullet a) is just to highlight any issues i.e. appeals. Minutes: the 3 day deadline may need to be re-visited. Rex proposed that the word 'normally' was added in front of 3 days. It was voted to keep the wording as it is for the moment. Voting figures won't be recorded going forward. Areas of responsibility: bullet h) to be added: monitor conditions imposed on approved planning applications for compliance, reporting deviations to the relevant authority.
- 14/198. Appointment of Chair for Planning Committee** – Cllr Mudd was proposed as Chair. Cllr Leeks left the meeting at 8.03pm.
- 14/199. Any Questions from the Public or Press – Standing orders to be suspended** – none present.
- 14/200. Standing Orders re-instated - Chairman's Introduction and Apologies** – apologies received from Cllrs Beckford, Collier, Richards, Young and SCDC Cllr Harford. It was agreed that a letter of complaint be submitted to SCDC regarding the removal of the lime trees outside 333 High Street.
- 14/201. Declarations of Interest** *To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting* – none received.
- 14/202. Planning Applications for consideration**
- S/1269/14/FL – Two storey side extension replacing existing garage– 23 Corbett Street, Cottenham – **CPC recommends approval** with a condition that obscure glass is used in the bathroom window. Agreed unanimously.
- 14/203. Date of next meeting** – 3<sup>rd</sup> July 2014
- 14/204. Close of meeting** – 8.09pm

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_