

COTTENHAM PARISH COUNCIL

AGENDA REPORTS PACK

PLANNING COMMITTEE

9th OCTOBER 2014

Item 14P/216

Cottenham Parish Council Planning Minutes

Held in the Village Hall, Lambs Lane, Cottenham
On Thursday 25th September 2014 at 7.15

Present: Cllrs Mudd (Chair), Berenger, Bolitho, Collinson, Heydon, Nicholas, SCDC Cllr Harford and Jo Brook (Clerk)

14P/206. Any Questions from the Public or Press – Standing orders to be suspended – none.

14P/207. Standing Orders re-instated - Chairman's Introduction and Apologies – Apologies accepted from Cllrs Collier (work), Morris (personal) and Richards (personal).

14P/208. Declarations of Interest - To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting – None.

14P/209. Minutes –Resolution that the minutes (circulated to members) of the Committee meeting held on 4th September be signed as a correct record. **RESOLVED.**

14P/210. Planning Applications for consideration

- S/1946/14/FL – Two storey side extension, 165 Coolidge Gardens, Cottenham – Decision Notice already received and application has been approved. Cllr Berenger arrived at 7.23pm.
- S/1700/14/FL – Single storey side extension, 86 Rooks Street, Cottenham – It was confirmed that the property was in the conservation area. CPC recommends approval. **RESOLVED.**
- S/2066/14/FL – Single storey side and rear extensions and outbuilding, 26 Rampton Road, Cottenham – CPC recommends refusal on the grounds that we would like to know what the workshop would be used for and whether there would be any affect on amenity of neighbouring properties. NB: CPC are happy with the plans for the extensions and it is just the outbuilding that caused concern. **RESOLVED.**
- S/1651/14/FL - 3 dwellings, 2 Denmark Road, Cottenham – Cllr Nicholas disagreed with the comments from the transport assessment regarding traffic from the High Street turning into Denmark Road. It was noted that currently cars and bikes are required to overtake opposite the site when there are deliveries at The Chequers and Polarglaze (larger vehicles are unable to access the narrow road to the industrial site). Cllr Collinson queried why the application wasn't an amendment to the previous application. SCDC Cllr Harford confirmed that the previous application for 1 property had been approved. Since this application is for 3 houses it will trigger affordable housing and one of the units will have to be affordable. The Parish won't get any benefit from that property. Concerns raised regarding possible noise and nuisance from vehicles accessing the properties to the rear of the site. CPC recommends refusal based on highway safety and loss of residential amenity. **RESOLVED.**

14P/211. Quarterly Committee report – Resolution that the quarterly Planning Committee reports for April-June and July-Sept be accepted. **RESOLVED.**

14P/211. Date of next meeting – 9th October 2014. NB: Village Hall isn't available.

14P/212. Close of meeting – 8.12pm

Signed _____ (Chair) Date _____

Item 14P/217

For consideration:

Tree Applications

343 High Street, Cottenham – Beech: approx. 20% crown reduction and thinning; Limes: pollard.

155 High Street, Cottenham – apple: prune for fruit/reduce tops to previous pruning points

Decisions made by SCDC

Approvals

[S/1946/14/FL](#) – 2 storey side extension, 165 Coolidge Gardens, Cottenham

[S/1873/14/LB](#) – Removal of a section of gable wall at ground floor level and rebuild in brickwork, White Cottage, 82 High Street, Cottenham



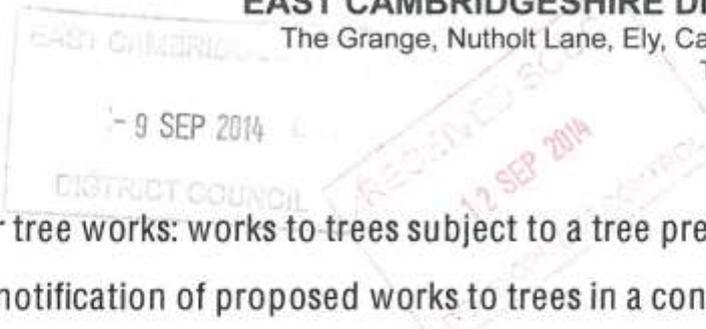
EAST CAMBRIDGESHIRE DISTRICT COUNCIL

The Grange, Nutholt Lane, Ely, Cambridgeshire, CB7 4PL

Telephone: 01353 665555

Fax: 01353 665240

www.eastcambs.gov.uk



10582

Application for tree works: works to trees subject to a tree preservation order (TPO) and/or notification of proposed works to trees in a conservation area.

Town and Country Planning Act 1990

C11/40/20
43114

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink.

You must use this form if you are applying for work to trees protected by a tree preservation order (TPO). (You may also use it to give notice of works to trees in a conservation area).

It is important that you read the accompanying guidance notes before filling in the form. Without the correct information, your application / notice cannot proceed.

| 1. Applicant Name and Address | 2. Agent Name and Address |
|--|--|
| Title: <input type="text" value="MRS"/> First name: <input type="text" value="ALICE"/> | Title: <input type="text"/> First name: <input type="text"/> |
| Last name: <input type="text" value="GOUGH"/> | Last name: <input type="text"/> |
| Company (optional): <input type="text"/> | Company (optional): <input type="text"/> |
| Init: <input type="text"/> House number: <input type="text" value="343"/> House suffix: <input type="text"/> | Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/> |
| House name: <input type="text"/> | House name: <input type="text"/> |
| Address 1: <input type="text" value="HIGH ST"/> | Address 1: <input type="text"/> |
| Address 2: <input type="text" value="COTTENHAM"/> | Address 2: <input type="text"/> |
| Address 3: <input type="text" value="CAMBRIDGE"/> | Address 3: <input type="text"/> |
| Town: <input type="text"/> | Town: <input type="text"/> |
| County: <input type="text"/> | County: <input type="text"/> |
| Country: <input type="text"/> | Country: <input type="text"/> |
| Postcode: <input type="text" value="CB24 8TX"/> | Postcode: <input type="text"/> |

3. Trees Location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference:

Description:

4. Trees Ownership

Is the applicant the owner of the tree(s): Yes No
If 'No' please provide the address of the owner (if known and if different from the trees location)

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone numbers

| | | |
|----------------------|---------------------------|----------------------|
| Country code: | National number: | Extension number: |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Country code: | Mobile number (optional): | |
| <input type="text"/> | <input type="text"/> | |
| Country code: | Fax number (optional): | |
| <input type="text"/> | <input type="text"/> | |

Email address (optional):

5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO? Yes No

Are you wishing to carry out works to tree(s) in a conservation area? Yes No

6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

7. Identification Of Tree(s) And Description Of Works

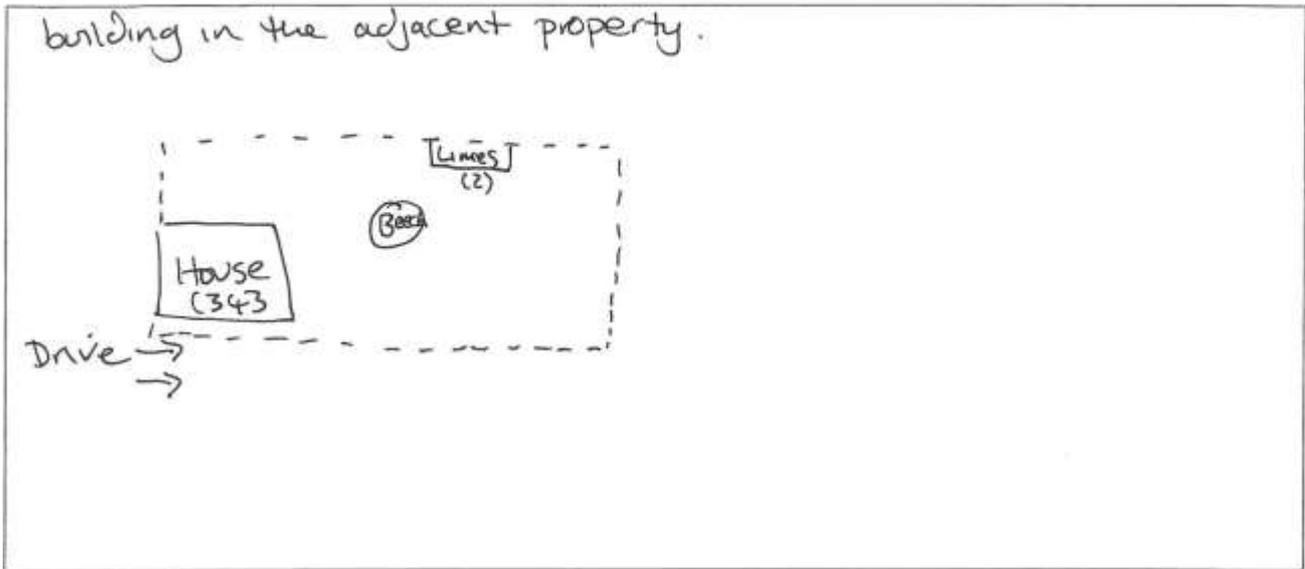
Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below: tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

BEECH IN BACK GARDEN : APPROX 20% reduction and thinning. Tree is beginning to encroach on the house and neighbouring trees.
LIMES IN BACK GARDEN AGAINST NEIGHBOUR'S FENCE : Pollard. The two trees are encroaching on each other and also with a

7. Identification Of Tree(s) And Description Of Works continued ...



8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

For all trees

A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. A sketch plan is also advised when notifying the LPA of works to trees in a conservation area (see guidance notes). It would also be helpful if you provided details of any advice given on site by an LPA officer.

For works to trees covered by a TPO

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the necessary evidence to support your proposals. (See guidance notes for further details)

- 1. **Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall: Yes No
If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.
- 2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives. Yes No
If YES, you are required to provide for:

Subsidence

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

Other structural damage (e.g. drains, walls and hard surfaces)

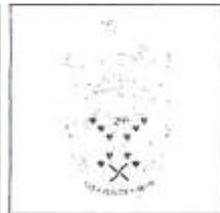
Written technical evidence from an appropriate expert, including description of damage and possible solutions.

Documents and plans (for any tree)

Are you providing separate information (e.g. an additional schedule of work for Question 7)? Yes No

If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

Empty box for providing reference numbers and submission details.



10602
 South
 Cambridgeshire
 District Council

Application for tree works: works to trees subject to a tree preservation order (TPO) and/or notification of proposed works to trees in a conservation area.

Town and Country Planning Act 1990

Publication of planning applications on planning authority websites

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If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the authority's website, please contact the authority's planning department.

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RECEIVED
 25 SEP 2014
 DEVELOPMENT CONTROL
 C/11140/020
 45/14

1. Applicant Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

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Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

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E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

1. APPLE - PRUNE FOR FRUIT | REDUCE TOPS TO PREVIOUS PRUNING POINTS AND LIBERATE FROM NEIGHBOURING PLANTS SLIGHTLY

7. Identification Of Tree(s) And Description Of Works continued ...

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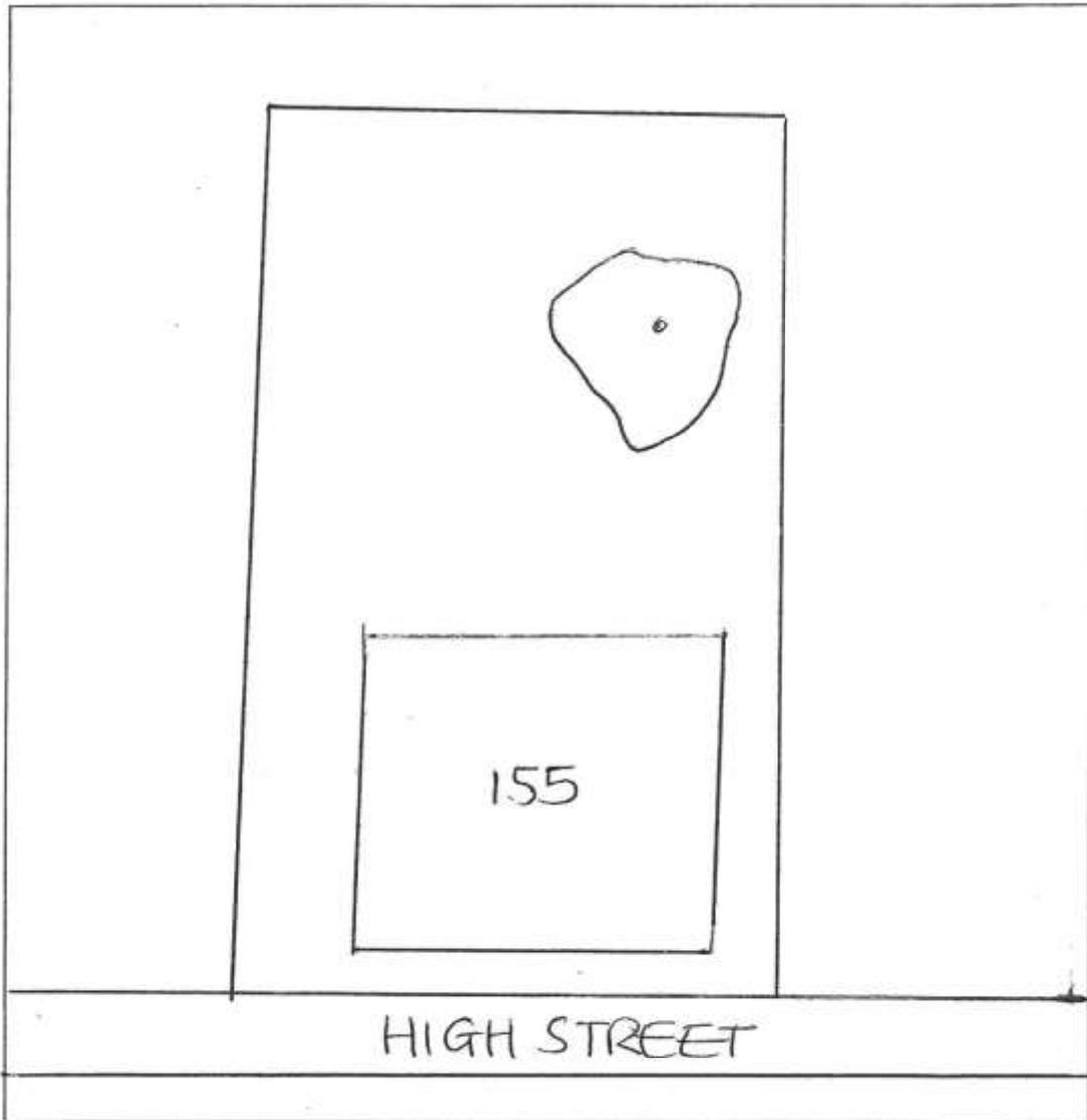
If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

Ref: 7671-17885.

EASTERN LANDSCAPE SERVICE LIMITED

SITE PLAN

Our Reference: 155 High Street, Cottenham, CB24 8RX
Ref. 7671-17885



Item 14P/218 – Proposed changes to planning policy & guidance on Travellers: Consultation

<https://www.gov.uk/government/consultations/planning-and-travellers-proposed-changes-to-planning-policy-and-guidance>

The government remains committed to increasing the level of authorised site provision in appropriate areas, but believes further measures are needed to ensure that planning rules apply equally to all groups and strengthen the level of protection afforded to the green belt and other sensitive areas.

We are therefore consulting on proposed changes to national planning policy and planning policy for traveller sites to ensure that the planning system applies fairly and equally to both the settled community and travellers; strengthen protection of our sensitive areas and the green belt; and deal with the negative effects of unauthorised occupation of land.

It also seeks comments on new streamlined planning guidance for travellers which supports local authorities to objectively and robustly assess their traveller accommodation needs and further clarifies where Temporary Stop Notices can be used.

Item 14P/219 – Neighbourhood Planning Service Level Agreement Consultation

Information received from SCDC:

We are inviting you to take part in a consultation about neighbourhood planning in South Cambridgeshire.

A report about neighbourhood planning was considered by the Planning Portfolio Holder on 9 September 2014 where a draft Service Level Agreement (SLA) was agreed that sets out how South Cambridgeshire proposes to work with parish councils that decide to prepare Neighbourhood Plans. The SLA provides guidance on the type and level of support South Cambridgeshire will offer to a parish council(s) on the preparation of a Neighbourhood Plan and also seeks agreement with the parish council about how it will progress its plan.

We would like to offer Parish Councils in the district the opportunity to comment on this draft SLA as they will be asked to sign up to this agreement if they decide to prepare a Neighbourhood Plan. The draft SLA is attached to this email.

The deadline for comments is 31 October 2014.

Please send your comments by email to neighbourhood.planning@scambs.gov.uk. Alternatively you can write to the Planning Policy Team at South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA.

A note is attached explaining more about neighbourhood planning and what has been happening in South Cambridgeshire District Council.

We are in the process of organising a free training event about neighbourhood planning which will be run jointly by Locality, The Planning Advisory Service and Planning Aid here in our offices in Cambourne. The proposed date is 1 December 2014. We expect to be able to send out more details on this event soon.

Regards

Caroline Hunt | Planning Policy Manager

For info:

What is the Service Level Agreement?

There is a need to establish the South Cambridgeshire approach to neighbourhood planning so that Parish Councils are clear about what support the Council will give and what that the Council may expect from them. A Service Level Agreement has been prepared which is the method that has been used by other local planning authorities regarding neighbourhood planning. Such an agreement can provide a clear document that sets out for both parties how the Council will undertake its statutory duties, the level and extent of the technical advice and guidance that the Council will provide and how the parish council will aim to progress the NP. A draft SLA for use in our district was approved for consultation with Parish Councils at the Planning Portfolio Holder meeting on 9 September 2014.

The Planning Advisory Service (PAS) which provides national on-line guidance to planners has an example template which is a combination of best practice used by other local authorities. This template has been used to as the basis for preparing the South Cambs SLA. Our template is designed so that it can be amended to meet local circumstances depending on the nature and scale of the NP proposed by a parish or group of parish councils. It has been adapted to provide clearer guidance on the stages of NP preparation, giving an indication about the timescales for completion of a NP and the level of support that will be provided by the Council at each stage. The SLA would provide a signed commitment between the parish council and the district council. It is the Council's intension that all parish councils in the district that intend to or are currently preparing neighbourhood plans would sign up to the agreement.