



## Oulton Broad Parish Council

### Minutes of the Planning Committee Meeting

#### The Pavilion

**4:00pm Monday 1<sup>st</sup> November 2021**

**Present:** Councillors: Jean Bragg, Paul Carver, Benvenuto Falat, Brian Keller and Sandie Keller.

**Also, in attendance:** Tina Page (Clerk).

**Public in attendance:** None.

*It was noted that the meeting did not start until 4.30pm, due to the fact the previous meeting overran.*

**P55. Welcome:** The Chairman welcomed everyone to the meeting.

#### **P56. Announcement on Reporting:**

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

#### **P57. To receive and consider acceptance of apologies for absence:**

**P58. Declarations of Interests and dispensations:** Cllr Falat reported that he lives in the same road as the Waveney Hill applications.

**P59. Minutes:** Minutes of the 7<sup>th</sup> October meeting were approved as being an accurate record. Proposed by Cllr Bragg and seconded by Cllr Carver. **ALL AGREED**

#### **P60. Outstanding actions from last meeting:**

Website neighbourhood information to be updated, ongoing.

**P61. Public Forum:** No public present.

#### **P62. Previous Planning Applications for conclusion:**

	Reference	Location	Application Details
1	BA/2021/0397/HOUSEH	6 Ice Quay, Commodore Rd	Replace single storey extension with 2 storey including Juliet balcony
	Email correspondence recommended Objection		

2	DC/21/4466/FUL	15 Church Rd	Construction of first floor extension, lean to rear extension and proposed replacement porch. Render existing property
	Email correspondence recommended approval		
3	Being discussed at meeting		
4	DC/21/4469/PN3	99 Bridge Road	Change of use from office (Use Class E) to dwelling (Use Class C3) no external changes as all internal alterations and improvements include i) Sound ii) thermal
	Email correspondence recommended approval		

### P63 Planning Applications for consideration:

	Reference	Location	Application Details
1	BA/2021/0418/TCAA	Waveney Hill Lodge, Waveney Hill	T1: Conifer – remove large limb over driveway
	Recommend Approval	Proposed by Cllr Falat and seconded by Cllr Carver	<b>ALL AGREED</b>
2	BA/2021/0419/TCAA	2 Waveney Hill	T1: Conifer - prune away from garage, remove the stem growing over the roadway back to suitable laterals to the height of the rest of the canopy and reduce in height that the owners can self-manage and bring into shape the overall crown whilst retaining green in the canopy and side prune off the roadway. Remove any fallen out branches G2 - line of trees along the driveway near the house - side prune from the drive and reduce in height the trees nearer the driveway by approximately 30% to reduce any chance of failure whilst retaining the woodland impression and feel of the trees graduating the canopies up towards the trees at the back so they continue to act as a unit
	Recommend Approval	Proposed by Cllr B Keller and seconded by Cllr Carver	<b>ALL AGREED</b>
3	DC/21/4575/FUL	114 Clarkson Road	Proposed two storey side extension with set back, as well conversion of garage
	There is a reported issue from next door only being 1m away and the flue. Recommend Approval subject to Building Control and the flue issue and applicant being responsible for the flue	Proposed by Cllr Falat and seconded by Cllr Carver	<b>ALL AGREED</b>
4	DC/21/4032/FUL	Playing Field, Church Lane	Change of use request. Request to use land to open a charity business offering equine assisted therapy to young people with mental health

			issues and disabilities. No physical changes to the land needed, no building works or changes to parking etc. Just change of use to allow a charity business to open on the land using the horses that are owned by applicant that are currently on the land under a grazing tenancy.
	Horses already in field. Recommend Approval on the basis that the change of use conforms with all regulations needed	Proposed by Cllr Falat and seconded by Cllr Carver	<b>4 AGREED 1 ABSTAINED</b>

**P64. To receive an update on any correspondence:** None.

**P65. To receive an update on the Neighbourhood Plan:** None

**P66. To review and adopt the Terms of Reference for the Planning Committee:** Cllr Falat provided an amended Terms of Reference, which will be adopted. Proposed by Cllr Falat and seconded by Cllr Bragg. **ALL AGREED**

**To note date of next Planning Committee Meeting: 18<sup>th</sup> November 6pm**

Minutes approved on .....2021

Signed .....Planning Committee Chairman



## Terms of Reference for Planning Committee

1. The Planning Committee is appointed by and solely responsible to Oulton Broad Parish Council.
2. The Committee's duties, as set out in these terms of reference, are defined, and agreed by Full Council, which may vote, at any time, to modify, remove or increase the Committee's terms.
3. **Meetings** are to be held as and when required. Usually on a fortnightly basis; where a planning matter potentially and exceptionally experiences a guillotine before the next scheduled meeting of this committee, a suitable response may be sought by email conference of the committee members.
4. **Membership** the Committee will consist of no fewer than three councillors and will elect a Chair as its first business at the first meeting after the Annual Meeting of the Council in each year. All members of the Committee are expected to represent the interest of the whole Council area. Any elected member can preside by agreement in the Chairman's absence. A quorum will be a minimum of three elected members. The Chairman of the Council (ex-officio) will have automatic membership and full voting rights and will be counted into the quorum-of-3 requirement above. All other members of the Council have the right to attend the meeting and make representations on the matters being discussed within the Public Forum.
5. **Record of Proceedings** Written minutes will be taken to record the Committee's decisions and will be received at the next full Council meeting and tabled as an appendix. The Clerk will be responsible for arranging the recording and distribution of the minutes.
6. **Responsibilities** the Committee must with impartiality and review the applications in their own individual merit.
7. **Ancillary Duties:** to manage, contribute to, or advise Full Council on any other matters which may involve Planning Authorities (Broads Authority and East Suffolk Council) e.g. Tree Preservation, Neighbourhood Plan, Waterways (LandSpring Drain), Signage and Posters ....