

Unapproved Minutes of Planning Committee Meeting

PARISH COUNCIL OF BALSALL

Minutes of the Balsall Planning Committee Meeting held on Wednesday 4th March 2015 at 7.00pm at the Westlake Room, Village Hall, Station Road, Balsall Common

Present

Cllr Raymond Ritchie, (Chair) Cllr Marie-Louise Marsden, Cllr Liz Macdonald, Cllr Judy Lea, and 3 members of the public

As the Chair was not present, Cllr Raymond Ritchie was nominated to chair the meeting. Cllr Raymond Ritchie duly accepted the appointment

Headings are those set out on the Agenda

1. Apologies

Apologies were received and accepted from Cllr Peter Lea and Cllr Richard Lloyd

2. Declarations of Interest

None

3. To approve as a correct record Minutes of the Meeting held on 4th February 2015

Resolved that the Minutes of the meeting held on 4th February 2015 are approved and the Chair signed these as a correct record

4. Matters arising from the Minutes

Clerk confirmed that the response to the Meriden Garden City consultation is on the website and a copy is also in the police shop.

5. Terms of Reference

The draft terms of reference had been circulated to Councillors. These were considered. The following changes were agreed:-

1.1 – Change Annual Parish Meeting to Annual Meeting of the Parish Council

4.3 – Add at the end “Notices will be given in accordance with the Local Government Act 1972”

9.1 – delete “submitted to the Parish Council

9.3 – delete “submitted to the Planning Authority”

9.8 – delete “any traffic issues affecting the Parish” and replace with “any issues delegated to it by the Parish Council

Resolved – That the Terms of Reference as approved and recommended for adoption by the Full Parish Council

6. Public Participation

None

7. Planning Applications

- 7.1. 2015/63 - Fen End Barn, Fen End Road, Fen End - Change of use from single dwelling to two dwellings together with creation of new vehicular access from Fen End Road

Comment: No comment

- 7.2. 2015/84 - Holly Wood, Oldwich Lane East - Rear extension to provide enlarged utility room, replacement WC and new workshop and extension of roof

Comment: No comment

- 7.3. 2015/143 - Apartment 15, Ash Court, 668 Kenilworth Road, Balsall Common - Remove 2 No. branches of 1 No. Ash tree overhanging from 12 Alder Lane into 668 Kenilworth Road

Comment: Leave to tree officer

- 7.4. 2015/151 - Land rear of 130 & 132 Balsall Common - Erection of 2 No. detached dwellings to the rear of 130 & 132 Station Road

Comment: Object on the grounds of over intensification. This is a development in the Green Belt. We refer to the NPPF that requires garden land to be treated as green belt. This development of the garden should be resisted. The proposal is out of character to the existing street scene. This will have a serious impact on neighbouring properties and there are concerns over the proposed access. It will be out of character and will create highway issues as this is a very busy road and the proposed access is considered unsafe given the number of vehicles anticipated to enter and leave the site as a veterinary practice operates from 130 Station Road.

- 7.5. 2015/233 - 261 Station Road, Balsall Common - Two storey front extension

Comment: No comment

- 7.6. 2015/170 - 107 Station Road, Balsall Common - Demolition of existing tandem garage and attached outbuildings. Add new extension to provide kitchen diner with bedrooms over

Comment: In principle, the Parish Council have no objection to the development but would request that the changes are sympathetic to the character of the existing building and street scene

- 7.7. 2015/229 - Pool House Farm, Hob Lane, Balsall Common - Change of use of farmland to equestrian use: relocation of existing equestrian business: convert traditional agricultural buildings into 2 No. dwellings: associated works

Comment: No comment

- 7.8. PL2015/50024/MINFHO - 14 Dengate Drive, Balsall Common - Single Storey side/rear extension

Comment: The Parish Council was unable to access the documents relating to this application. The Parish Council would support any concerns raised by neighbours.

8. Correspondence

8.1. Copy of response by BARRAGE to Kenilworth road sites

Clerk provided details of communication. It was noted that the Cllr Macdonald will be speaking before the Planning Committee.

ACTION – Clerk to check that the Planning committee have acknowledged our request to appear

9. Date for next meeting –The next Planning Committee meeting shall take place on Wednesday 8th April 2015 at 7.00pm at the Westlake Room, Village Hall, Station Road.

There being no further business the Chair thanked everyone for attending and closed the meeting at 19.25pm

Signed..... Dated.....

Cllr Peter Lea

Chair

Balsall Planning Committee

BALSALL PARISH COUNCIL PLANNING COMMITTEE

TERMS OF REFERENCE

1. Membership

- 1.1. The Parish Council shall determine the membership to the Committee and shall review and appoint members annually at the Annual Meeting of the Parish Council or any other time.
- 1.2. The membership shall be a minimum of 5 members all in a voting capacity
- 1.3. In addition the Chair shall also be an ex-officio member
- 1.4. Other members may attend in a non-voting capacity

2. Quorum

- 2.1. The quorum shall be three voting members
- 2.2. If less than three members are present, business may still be transacted but any decisions shall need to be ratified by the Council or by the Committee at its next meeting provided it is quorate

3. Committee Chairman

- 3.1. The Committee will elect a Chairman and Vice Chairman from their number in accordance with the procedure as specified in Council's Standing Orders.

- 3.2. If the Chairman is not present, the Vice Chairman will take the meeting. If neither is present, members will elect a Chairman for the meeting from amongst their number.
- 3.3. The Chair (in conjunction with the Clerk) will be responsible for drawing up the agenda.

4. Meetings

- 4.1. The Committee will meet at least once a month.
- 4.2. Any additional meetings will be called as necessary.
- 4.3. At least seven days notice will be given (accompanied by an agenda and relevant papers) except where the Chair of the Committee considers that there are matters which demand urgent attention when shorter notice may be given. Notices shall be given in accordance with the Local Government Act 1972
- 4.4. Agendas, papers and minutes will be circulated by email unless otherwise arranged with the Clerk

5. Minutes

- 5.1. The minutes will be taken by the Clerk except that if the Clerk does not attend a committee meeting the members present will appoint one of their numbers to take minutes.
- 5.2. The minutes will be circulated in draft to members of the Committee promptly after the meeting.
- 5.3. The minutes will be approved at the next meeting of the Committee and signed by the Chair as a true record. The signed copy will be retained in the Clerk.
- 5.4. The minutes will be distributed by the Clerk prior to the next full meeting of the Parish Council after the committee meeting to which they relate – in draft if not yet approved.

6. Standing Orders

- 6.1. The Standing Orders of Council will apply to the running of the Committee as appropriate

7. Delegated Authority

- 7.1. The Committee has delegated authority to submit comments on all planning matters to include planning applications, consultations, village matters

8. Reporting to the Parish Council

- 8.1. The Chair will report to the Full Parish Council on main decisions taken and any recommendations on which the Parish Council needs to vote.

9. Areas of Responsibility

- 9.1. To consider all applications for planning approval and respond with observations to the Planning Authority.
- 9.2. To consider and respond to all notifications under the various licensing Acts
- 9.3. To consider and respond to all applications for planning approval, listed building consent, advertisement consent, and other approvals .
- 9.4. To consider and respond to any notifications to the Parish Council relating to licence notifications under the Telecommunications Act 1984.
- 9.5. To consider applications to the relevant licensing authority in respect of all matters contained in the Licensing of Premises Act and respond on the Council's behalf
- 9.6. To consider and respond to any consultations that are connected with Planning
- 9.7. To consider and respond to any proposals for development that will affect the Parish
- 9.8. To consider and respond to any issues delegated to it by the Parish Council

The Committee agree to undertake relevant training to keep up to date with national and local trends and policies.

These terms of reference will be reviewed and updated at the start of each financial year for approval by the Full Parish Council but will remain in force until reconsidered.

Approved by the Committee on 2015

Chair of Committee.....

The above terms of reference (including details of delegated powers) were agreed by the Full Parish Council on 2015.

Signed.....
Chair of the Full Parish Council