

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE PLANNING COMMITTEE MEETING HELD IN THE COMMITTEE**  
**ROOM, 44 OLD STREET ON WEDNESDAY 29<sup>th</sup> FEBRUARY 2012**

**PRESENT:** Cllr R Garner – Committee Vice-Chairman in the Chair  
 Cllrs C Francis-Pester, C Hall, G Hill, L Knott, D Shopland, C Wring.  
 Mrs I Johnson Deputy Town Clerk

7.30 pm **INFORMAL BUSINESS**

1. NEIGHBOURHOOD PLANNING – Mr G Quick, NSC Planning Policy

Members viewed a presentation similar to that shown at the Neighbourhood Planning Event on 21 February 2012. The full presentation can be seen on the NSC web site [www.n-somerset.gov.uk/neighbourhoodplanning](http://www.n-somerset.gov.uk/neighbourhoodplanning) which also includes details on the plan preparation, examination, referendum and adoption process. NSC would provide funding for the examination and referendum process and assist in providing information etc. However a Neighbourhood Development Plan (NDP) has to be instigated by the Town Council.

Mr Quick reported that the Localism Act, to be fully implemented in April 2012, places strong emphasis on community empowerment. An NDP can help local communities influence the planning of their area; develop a shared vision for the neighbourhood; choose where homes, shops, offices and other development should be built; identify and protect important local green spaces and influence what new buildings should look like.

The NDP is not a tool to stop development growth but is a “plan-led system that empowers local people to shape their surroundings whilst *encouraging* the idea that development can positively benefit the community”. An NDP must conform with the overall strategy of the North Somerset Core Strategy (Local Plan) but can take precedence over a Local Plan with respect to the area covered by the NDP. The housing figures for Clevedon in Local Plan for 2006-2026 are 346 units. Mr Quick confirmed that 200 units had already been completed with 84 further units receiving planning permission and 70 already allocated in the Local Plan. He felt the constraints of the settlement boundary for Clevedon – motorway, green belt, flood plain would limit further development. With regard to employment the figures for Clevedon in the Local Plan are 766 jobs. Mr Quick indicated that it was not as easy to assess accurately new employment numbers.

It was noted that the North Somerset Sites and Policies Plan will be consulted upon this summer and there will be an opportunity for Town and Parish Councils to comment on sites allocated for housing, employment etc within their settlement boundaries. Mr Quick was asked whether Clevedon Town Council would be put at a disadvantage in influencing planning applications or the use of CIL/section 106 funding if there is no Clevedon NDP to identify priorities. Mr Quick was of the opinion that there would be no disadvantage if CTC had no issues in the current determination of planning applications and the site allocation for development etc.

Mr Quick was asked about the possibility of restricting the number of takeaways and charity shops in the town centre. He pointed out that charity shops do not require planning permission and these could not be limited as they were subject to national policies. It was felt that at present it was preferable for empty premises to be filled. With regard to the long term future planning for town centres the Government’s Mary Portas report had highlighted marketing, cleanliness and economic concerns. Mr Quick was thanked for attending and left the meeting.

2. PAPERLESS WORKING FOR PLANNING APPLICATIONS – Mr J Beale NSC Performance & Customer Service was in attendance to put forward the benefits of paperless working. The information he provided included;

2. PAPERLESS WORKING FOR PLANNING APPLICATIONS continued...
- In North Somerset 5 Parish Councils and two Town Councils use the paperless planning system.
  - For Town and Parish Council using this system the period of consultation is extended from 21 days to 28 days. The local councils that have trialled the paperless working have found advantages in the system and have not returned to paper copies.
  - For controversial/larger developments paper planning applications can be provided.
  - Over 50% of planning applications are sent electronically using the Government run planning portal web site. In addition many developers provide plans on disc. Therefore there is a significant cost implication to NSC for printing hard copies including staffing resources.
  - The fees for planning applications are set nationally and currently there is a 15% deficit between the fees and the actual costs incurred. Benchmarking of planning applications is currently taking place to justify increased fees. There is also a need to achieve additional savings as part of the NSC budget constraints.
  - The planning portal has an embedded plan measuring tool and NSC is investigating the accuracy of this tool and hopes to provide training. However paper plans scanned onto the NSC website do not have this facility. In the trialing of the paperless working scaling has not caused problems to date.
  - Plans can be viewed using the equipment provided by NSC either live via the NSC website with perhaps a few key plans downloaded into a file as a back up or all the plans for consideration at a Planning Committee meeting can be downloaded prior to the meeting.
  - Residents without computers can view applications online in local libraries with assistance from librarians or at the Town Hall.
  - There is a new electronic map on the NSC website allowing residents to highlight an area and obtain links to planning applications in that area.

**P/12/252 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr J Norton-Sealey – unwell.

**P/12/253 DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

**P/12/254 MINUTES OF THE PLANNING COMMITTEE 15 FEBRUARY 2012**

The minutes of the previous Planning Committee meeting were approved and signed.

**P/12/255 ITEMS ARISING FROM INFORMAL BUSINESS ABOVE**

**255.1 NEIGHBOURHOOD PLANNING**

Some members of the Planning Committee would be attending two further Neighbourhood Planning events prior to the next Committee meeting.

**RESOLVED:** At the next meeting of the Planning Committee to consider a recommendation to full Council regarding future Neighbourhood Planning for Clevedon

**255.2 PAPERLESS WORKING**

Following the presentation of the list of planning applications below online, it was;

**RESOLVED:** To carry out a trial of paperless household planning applications only – the applications to be viewed in this format to agreed in consultation with the Chairman of the Committee.

**ACTION: Deputy Town Clerk**

**P/12/256 REPORT OF THE NSC PARISH COUNCIL NEIGHBOURHOOD PLANNING EVENT ON 21 FEBRUARY 2012**

Cllrs Knott, Wring and Mrs Johnson attended the event. It was felt the presentation made by Mr Quick during informal business covered most of the points raised at the event. Copies of the presentations made by the two Parish Councils in NSC already preparing Neighbourhood Plans can be viewed at [www.n-somerset.gov.uk/neighbourhoodplanning](http://www.n-somerset.gov.uk/neighbourhoodplanning). It was noted that Backwell Parish Council is using their recent Community Plan as the starting point for their Plan.

**P/12/257 PLANNING APPLICATIONS – COMMITTEE OBSERVATIONS**

12/P/0214/F 50 Dial Hill Road – Erection of a balcony to front elevation with access via an altered dormer window. Erection of a rear dormer.

12/P/0236/MMA 169, 171 and 173 Old Street – Minor Material Amendment to 11/P/1593/F – (change of use from office buildings and conversion to 1 no two bed and 1 no one bed maisonettes (no 169) and 1 no two bed and 2 no one bed flats (No 171/173) and creation of new access from Old Street to site) for internal alterations to create an additional (third) bedroom in the two bedroom maisonette at No 169; alterations to east elevation windows at No 171/173 and change the 2 bedroom flat at 1271/173 on the 2<sup>nd</sup> floor to a 1 bedroom flat.

12/P/0264/RG3 All Saints Primary School – Erection of a single storey octagonal open sided timber structure for the provision of extra teaching space.

12/P/0285/F New Park House, Old Park Road – Construction of a parking area with 6 car parking spaces at rear of flats and a 2m high boundary fence to east (retrospective).

**RESOLVED:** NO OBJECTIONS to the above four planning applications.

**ACTION: Deputy Town Clerk**

**P/12/258 TREE WORKS**

Angela Slotte, Clevedon Tree Warden had no objections to the first two applications for works to trees.

12/P/0219/WT Garden House, 37 Victoria Road – H1 – Holm Oak – Crown reduction to 25 foot high and 12 foot wide.

12/P/0250/WT Cromer Court, Wellington Terrace – T1 Ash – 30% crown reduction. T2 Sycamore – 30% crown reduction and crown clean. T3 Ash – 30% crown reduction and crown clean. T4 Ash – 35% crown reduction. T5 Ash – 35% crown reduction. T6 Ash – 35% crown reduction. T7 Remove/prune back stems overhanging footpath.

12/P/0273/TPO 77 Dial Hill Road – T1 Beech – Raise crown to 5m above ground level, reduce crown by 20%.

**RESOLVED:** NO OBJECTIONS to the above three applications for works to trees.

**ACTION: Deputy Town Clerk**

**P/12/259 NSC DRAFT TENANCY STRATEGY CONSULTATION**

The detailed consultation is available online;

<http://consult.n-somerset.gov.uk/consult.ti/TenancyStrategy/consultationHome>

Paper copies had been circulated to some Committee Members.

**RESOLVED:** Not to comment on this consultation on behalf of Clevedon Town Council. Individual Councillors could submit their own comments if they so wished.

**P/12/260 NSC LOCAL DEVELOPMENT FRAMEWORK – N SOMERSET CORE STRATEGY POST**

Post-submission consultation on the main modifications - available on NSC website.

**RESOLVED:** Not to make representations on the main modifications to the North Somerset Core Strategy on behalf of Clevedon Town Council

**P/12/261 FOR INFORMATION** To receive and note the following items available at the meeting;

**261.1** LIST OF PLANNING APPLICATIONS determined since 15 February 2012

**261.2** LOCALISM AND HERITAGE – Free Course run by English Heritage and Bristol City Council on 7 March 2012. Details previously circulated to the Committee – Cllrs Knott and Wring to attend.

**P/12/262 CHAIRMAN ITEMS FOR INFORMATION**

There were no items.

**P/12/263 PART I AND PART II ITEMS**

There were no part I items.

APPROVED AS A TRUE RECORD      CHAIRMAN: .....

The meeting finished at 9.12 pm      DATE:.....