

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 2nd January 2018
at The Limes, High Street- 7.21pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr McNulty, Cllr Douglass, Cllr Robinson, Cllr Sams, Cllr Woodhouse, Cllr Rincón, Cllr Oakley
 District Cllr Cathcart, District Cllr McCraith
 Members of Public 0

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty ,Cllr Spenceley, Cllr Dixon, Cllr Freeman, Cllr Hull

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 5th December 2017

Minutes of the Planning Committee Meeting held on Tuesday 5th December 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Bassingbourn Ski –Meeting with District Council Officers

The Chairman reported that a fairly constructive meeting had been held with District Council officers on the 12th December 2017. The case had now been taken over by Planning Officer Julie Ayre following previously being dealt with by a contractor. When the file was passed on it was clear that there were some points agreed by the Planning Committee missed off the planning consent. These would now be added. One of these issues was the setting up of a residents liaison group with the Ski Club which the Chairman had asked for the Parish Council to be involved.

Cllr Robinson stated that thanks should be given to parishioner Brian Baldwin who had pursued this case, and its discrepancies, which Councillors may not have picked up on.

4.2 The Hoops Ash Tree

Following the concerns raised at the last meeting Cllr Cathcart had left a message for the District Council Tree Officer and was awaiting a reply.

5. CORRESPONDENCE

5.1 Update on The Causeway site by Developers (CALA Homes)

The Developers thanked the Parish Council for allowing them to make their presentation at the November Parish Council Planning meeting. They had tried to address the issues raised at the time, in the planning application, and if not had explained why they were unable to do this. An offer was made to attend a further meeting to discuss the changes.

A planning application had now been received and, provided the Planning Officer would give an extension to the consultation period, the plans would be considered at the next Planning meeting on the 23rd January 2018. The Chairman added that details were on the District Council website. It was agreed that the Clerk would invite the Developers to the meeting where the plans were considered.

-Clerk

6. OPEN FORUM

There were no members of the public in attendance.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

There were no planning applications for consideration.

7.2 Tree Work Applications

There were no Tree Work applications for consideration.

7.3 Planning Decisions notified by South Cambridgeshire District Council

7.3.1 Planning Ref S/0775/17/FL

Land adj to Lilac Cottage, 10 The Causeway –New Dwelling

-Permission Granted by District Council

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised that the Neighbourhood Plan Area had been agreed at the District Council Planning Portfolio Holders meeting. He had attended that meeting in support. A letter of confirmation had been received. The working group were to meet on the 10th January 2018, with District Council Senior Planning Policy Officer Alison Talkington, to progress this.

9. LOCAL DEVELOPMENT PLAN UPDATE9.1 Main Modifications Consultation 5th January -16th February 2018

The Chairman reported that the Inspector had advised of the main list of modifications to the Local Plan and there was to be a consultation period only on the modifications. The details were not yet shown on the District Council website but as far as the Chairman was aware there was nothing specific to Bassingbourn-cum-Kneesworth. The District Council had already agreed to remove the Rouses from the Local Green Space. Cllr McCraith advised that he hoped to learn more at the District Council Planning Committee on the 10th January.

The Chairman asked Councillors to look at the modifications on the District Council website so that a decision could be made at the next Planning meeting, to be held on the 23rd January 2018, whether to make any representations.

Cllr Cathcart stated that although the Rouses had been removed the Planners did recognize that the area was important to the community. He suggested that the Parish Council could ask for it to be included once again. -Cllrs

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK10.1 Oxford to Cambridge Railway

There had been an item in the local press about a station and housing in Bassingbourn as part of a proposal connected to the railway. Cllr McCraith stated that the District Councillors had been kept up to date with this stating that the original report was largely speculative with no basic research into detail carried out. There had been reference to a railway line going straight through the middle of the Barracks. South Cambridgeshire District Council had been advised that there had been no decisions made and they wanted to calm any fears that the Barracks would not reopen.

Cllr Hallett explained how the report was prepared for the National Infrastructure Commission (NIC) which was a Government advisory body. The proposals did not have the same authority as the South Cambridgeshire Local Development Plan or Highways England Plans. The NIC proposals were compiled just for the relevant authorities to consider.

10.2 Parish Council Liaison Meeting

Cllr Catherall had responded to the District Council officers regarding the need to improve the liaison with the Section 106 Officer. Councillors agreed that it would be useful to have a conversation with Mr Fisher at the time the Section 106 Agreements were produced and also to see a copy. The Clerk was asked to find out the procedure to keep him up to date on the projects in the village. -Clerk

11. DATE OF NEXT MEETING

23rd January 2018

The meeting closed at 7.52 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 23rd January 2018
at The Limes, High Street- 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr McNulty, Cllr Douglass, Cllr Robinson, Cllr Sams, Cllr Woodhouse, Cllr Oakley, Cllr Geraghty, Cllr Spenceley, Cllr Dixon, Cllr Freeman, Cllr Hull, Cllr Hirtzel
 County Cllr van de Ven, District Cllr Cathcart, District Cllr McCraith
 Members of Public 19

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Rincón

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 2nd January 2018

Minutes of the Planning Committee Meeting held on Tuesday 2nd January 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Ski Slope Planning Application

There was not further update.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

Members of the public were invited to speak under agenda items.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/4468/17/RM

Land to the west of the Cemetery, The Causeway –Application for approval of reserved matters for appearance, landscaping, layout and scale for 26 residential dwellings with associated access, highway, parking and landscaping following outline planning permission for S/1566/16/OL

(Neil Farnsworth, CALA Homes (NHC) Ltd)

The Chairman reminded the meeting that this land already had outline planning permission. Mr Farnsworth, the developer, was in attendance and invited to address the meeting.

He advised that the plan was for 26 units which included eleven 2 bedroom, nine 3 bedroom, 2 four bedroom and 4 five bedroom homes. All were single family units with ten of the properties affordable. Following the November Planning Committee meeting, which he attended, Mr Farnsworth confirmed that the developers had taken on board the comments made including the concerns over parking. Most of the concerns raised had been addressed in these plans.

Cllr Catherall queried the landscaping plan. Mr Farnsworth confirmed that the plan showed the proposed landscaping. There would be breaks in the hedging for access to properties. There would also be replacement planting.

Cllr Cathcart queried the design of the proposed properties referring to the South Cambridgeshire District Council guidelines. Mr Farnsworth advised that he had not received any feedback from the planners.

It was noted that additional parking spaces had been allowed but there were still concerns over residents of the proposed houses on The Causeway parking on the road outside their homes. Cllr Farnsworth advised that parking provision for these properties had been made at the rear of the homes. He added that the highway authority had been contacted about the possibility of double yellow lines on The Causeway. This would have to be followed up by the Parish Council and Local Member.

Cllr Hallett referred to the ditch at the rear of the site which was on Parish Council land. This

ditch only had minimal maintenance. If the proposal was to use this ditch Cllr Hallett asked if, in the interest of residents, there could be a maintenance agreement. Mr Farnsworth and his colleague advised that an infiltration tank would take the main drainage from the site but in principle they would be willing to investigate a management scheme for the ditch.

The Chairman then asked residents if they had any questions.

The main issue raised was the anticipated parking on The Causeway which could result in huge problems. Due to the lack of public transport most households had two cars. This scheme did not allow enough parking space. Mr Farnsworth replied that the developers had provided more spaces than that required by South Cambridgeshire District Council.

After further discussion Councillors were asked to vote. Five Councillors were in support of the application, five against and four with no recommendation. The Chairman used his casting vote in support of the application. Carried. Councillors all agreed that a request would be made for the planning application to go before the South Cambridgeshire District Council Planning Committee.

Recommendation -Support

7.1.2 Planning Ref S/4531/17/FL

80 High Street –Ground and first floor extensions including alterations to roof and cladding

(Mr D Appleby)

-Recommendation -Support

7.1.3 Planning Ref S/4125/17/VC

Clear Farm Barns, South End –Variation of condition 2 (approved plans) of planning permission S/2363/16/FL

(On Set Location Ltd)

-Recommendation Support

7.2 Tree Work Applications

7.2.1 Planning Ref S/0124/18/TP

3 North End –Reduction to 6 trees

(Mr P Easton)

There were no issues raised.

7.2.2 Planning Ref S/0176/18/TP

Orchard land behind 73 and 91 High Street –Fell self set Ash tree

(Mr A Purdy)

It was noted that the tree had a Tree Preservation Order which was awarded in 2003 and the tree appeared to be healthy. After discussion it was agreed that a representation to the District Council Tree Officer would be made stating that the Ash tree should be retained. *-Clerk*

7.3 Planning Decisions notified by South Cambridgeshire District Council

There were no decisions reported.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that there had been an interesting meeting with District Council Officer, Alison Talkington. A further meeting was scheduled for the 7th February 2018 where discussions about the public consultation, and Memorandum of Understanding, would take place.

8.1 Memorandum of Understanding

The Chairman had distributed details to Councillors. He stated that he would ask the Parish Council if this process could be delegated to the Planning Committee so that there would not be the delay between Parish Council meetings to progress. *-Cllr Hallett*

9. LOCAL DEVELOPMENT PLAN MAIN MODIFICATIONS CONSULTATION 5TH JANUARY -16TH FEBRUARY 2018

The Chairman referred to the current consultation on the modifications to the Plan. He added that the majority did not affect Bassingbourn-cum-Kneesworth. One positive was that the Inspector appeared to be in agreement with the village framework put forward.

There were however changes proposed to the local green space. The Parish Council had put forward various areas and the Inspector had concluded that only the South End recreation area and Ford Wood should be classed as local green space. The spaces on Elbourn Way and Fortune Way, which were owned by the Parish Council, were classified as Protected Amenity Areas. Councillors agreed that they had no objections to these Elbourn Way and Fortune Way proposals.

The Chairman then reported that residents had prepared a very good briefing document relating to The Rouses area. This had been circulated to Councillors. Based on the document the Chairman had prepared a draft objection on the official form subject to agreement by

Councillors. Councillors agreed to support the residents document and object to the non inclusion of The Rouses as Local Green Space.

Cllr Hirtzel congratulated residents on a brilliant document and suggested that the response include additional information relating to conservation of the area. Cllr Catherall suggested that as the body of document was put forward by residents the response form should be released to the residents for comment before submission. A discussion followed. The Chairman agreed to include a reference to enhancing the conservation area, with the conservation group actively interested, and pass back to Councillors. Cllr Cathcart urged anyone making a representation in the consultation to ensure that it related purely to the modifications.

-Cllr Hallett

The Chairman then reported that Cllr Cathcart, Cllr McCraith and himself had met with County Officer, Stephen Conrad, to discuss the potential housing development on The Rouses. Cambridgeshire County Council was anxious to pursue but the project was not progressing very quickly. Attempts were being made to tweak the scheme and reduce the number of proposed houses on the site. The County Council had set up a company to deal with development and they would be selling the site to the company in the near future to address their funding shortfall. Cllr van de Ven advised that she was being asked for her support by the County Council which she would not give due to the severe traffic issues in the village.

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

There were no other issues raised.

11. DATE OF NEXT MEETING

6th February 2018

The meeting closed at 8.12 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 6th February 2018
at The Limes, High Street- 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr McNulty, Cllr Douglass, Cllr Robinson, Cllr Sams, Cllr Woodhouse, Cllr Oakley, Cllr Geraghty, Cllr Dixon, Cllr Freeman, Cllr Hull, County Cllr van de Ven, District Cllr Cathcart, District Cllr McCraith
 Members of Public 7

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Rincón, Cllr Hirtzel

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 23rd January 2018

Minutes of the Planning Committee Meeting held on Tuesday 23rd January 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Ski Slope Planning Application

The Chairman advised that he had seen recent correspondence which stated that the Planning Officer, Julie Ayre, would probably issue the planning consent later in the week. Cllr Catherall advised that he would be in the South Cambridgeshire District Council offices and would remind Ms Ayre.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

Members of the public were invited to speak under agenda items.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/0371/18/FL

Bentham Cottage, 78 High Street –Demolition of existing conservatory and pre-fabricated timber garage, single storey extension and replacement garage and utility building (I &K McFarlane)

-Recommendation Support

7.2 Tree Work Applications

7.2.1 Planning Ref S/0224/18/TP

37 High Street –Removal of Leylandii and Silver Birch

(Mr M Ridsdale)

There were no concerns raised.

7.3 Planning Decisions notified by South Cambridgeshire District Council

7.3.1 Planning Ref S/2253/16/RM

Land located north of 131 The Causeway-Reserved Matters application for planning permission ref S/1199/13/OL

-Permission Granted by District Council

7.3.2 Planning Ref S/2116/15/FL

17 The Causeway –Proposed development of 4 residential properties following demolition of existing

-Permission Granted by District Council

7.3.3 Planning Ref S/0961/17/FL

Land adj to The Belle, 61 North End-Construction of two new 4 bedroom dwellings

-Permission Granted by District Council

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised that there would be a meeting held the following evening to push the process ahead.

9. LOCAL DEVELOPMENT PLAN MAIN MODIFICATIONS CONSULTATION 5TH JANUARY -16TH FEBRUARY 2018

The Chairman reminded Councillors that at the last Planning meeting they had agreed to make a representation to the modifications in the consultation regarding the removal of The Rouses from the Green space. The response had been modified and circulated to Councillors and the Action Group for comment. Councillors agreed that the representation could now be submitted.

-Cllr Hallett

10. UPDATE ON PROPOSALS FOR THE ROUSES

The Chairman advised that this item might appear to be inconsistent following on from the previous Item, but as there were no guarantees that the Inspector would take the same opinion as the Parish Council, to include the Rouses in the Green Space, the village needed to be aware that Cambridgeshire County Council had plans for the land. He added that it was very important that the Parish Council had input should the development proposal go ahead. He invited Stephen Conrad, the County Strategic Asset Manager to speak to the meeting.

Mr Conrad distributed copies of the revised proposal. He confirmed that he was happy for these to be released for website use.

Mr Conrad reported that at the time of the public consultation in the village, relating to the development of the land, the County Council were looking at 30 dwellings on the space. He advised how the County Council had set up a development company to take parcels of County Council land and this area was to be passed across by the 31st March 2018. The benefit of how this worked for the County Council was explained. He added that if the County Council was to submit the application themselves then there would be a stronger position to take into account local input. Mr Conrad was very aware of how sensitive the site was.

Since 2016 South Cambridgeshire District Council had a policy that there was no requirement for developers to provide Affordable Housing if there were less than 10 dwellings. He added that some parishioners felt that this location was not the best place for affordable housing.

Details of the scheme shared with attendees was now for 10 dwellings accessed by South End. Mr Conrad stated that alongside this he would propose that if the scheme did go forward and succeed, the balance of 3.65 acres of Rouses land plus the existing land leased by the Parish Council would be made available to the Parish Council on a long 99 year lease with peppercorn rent. Mr Conrad invited views adding that the County Council would be moving forward with the application.

The Chairman invited comments from Councillors.

Cllr Cathcart stated that he preferred that there was no development at all on the land but thought that the current scheme included some important elements. 30 dwellings to 10 was a significant reduction which softened the impact considerably. The traffic element would also reduce. He felt that the suggestion of the land at a peppercorn rent had sufficient elements to take forward to the next stage. Cllr Cathcart referred to the LDP modifications representation which the Inspector may not agree with.

Cllr van de Ven stated that she had resisted this proposal as there were so many serious concerns. The new proposal was a significant reduction in dwellings. She referred to the suggested 99 year lease and agreed that she would be willing to attend the Communities and Infrastructure Committee to give support if the Parish Council wished. She added that any lease would need to be very secure.

Cllr Robinson stated that he felt that the suggestion of a 99 year lease would need to be part of the planning application. He added that this was a very good compromise.

Cllr McCraith thanked Mr Conrad for listening to local opinion. He added that it would be good for more developers to listen to the Parish Council voice.

Cllr Catherall expressed his concerns as he felt that there should not be any development on the site. He did not think that the proposed dwellings were the size required by the village adding that the County Council was taking advantage of the situation regarding the lack of a Local Development Plan.

Mr Conrad advised that the dwellings would be a mix of 3,4 and 5 bedrooms.

Members of the public were invited to ask questions.

Mr Conrad was asked about a future consultation. He confirmed that the consultation would be part of the formal planning application process. He added that the application needed to be progressed quickly.

He was asked about the timescales and processes. Mr Conrad stated that once the application had been lodged with South Cambridgeshire District Council then it was their time constraints. He added that the Planning Department was struggling with staffing at the present time and therefore applications were taking longer.

Reference was made to the delay in the adoption of the Local Development Plan. It was noted that the new Local Development Plan was to be started in 2019. Mr Conrad added that if the deadline for this window was missed this time then it could happen in the future.

Mr Conrad reiterated that to get the best deal then the plan needed to be progressed before the site was transferred to the management company at the end of March 2018. If the planning application was within the remit of the County Council then there would be more control over the whole process.

The Chairman thanked Mr Conrad for his presentation.

11. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

11.1 Planning Ref S/0382/18/FL

The Clerk advised that she had received a planning application for a single storey rear extension at 5 Brook Road. She would arrange a planning meeting for the 21st February 2018 before the Recreation Ground Committee meeting.

12. DATE OF NEXT MEETING

Extra meeting -21st February 2018. Next scheduled meeting 6th March 2018.

The meeting closed at 8.20 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 21st February 2018
at The Chapel Schoolroom, South End - 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Woodhouse, Cllr Oakley, Cllr Geraghty, Cllr Dixon, Cllr Freeman, Cllr Hull, Cllr Rincón, Cllr Spenceley
 Members of Public 0

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr McNulty, Cllr Robinson, Cllr Hirtzel

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. OPEN FORUM

Members of the public were invited to speak under agenda items.

4. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/0382/18/FL

5 Brook Road –Single storey rear extension, internal alterations and change to external finishes

(Mr Skipper)

-Recommendation Support

5. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

5.1 The Cedars

The Chairman advised that correspondence had been received from the owner of 26 South End, the Cedars site, who wanted to plant hedging along the front boundary. As this was related to the planning application the Clerk had suggested that the South Cambridgeshire District Council Planners be approached.

This correspondence would be noted on the next Planning Committee agenda.

12. DATE OF NEXT MEETING

6th March 2018.

The meeting closed at 7.30 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 6th March 2018
at The Limes, High Street - 7.30pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Woodhouse, Cllr Oakley, Cllr McNulty, Cllr Robinson, Cllr Freeman, Cllr Hull, Cllr Spenceley
 District Cllr Cathcart, District Cllr McCraith
 Members of Public 0

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dixon, , Cllr Rincón Cllr Hirtzel

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 6th February 2018

Minutes of the Planning Committee Meeting held on Tuesday 6th February 2018 were agreed a true record and signed by the Chairman.

3.2 Minutes of Planning Committee meeting 21st February 2018

Minutes of the Planning Committee Meeting held on Tuesday 21st February 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Bassingbourn Ski Slope

It was advised that the planning application had still not been determined. A month had passed since the date this was supposed to have happened. Cllr Cathcart advised that the Planning Officer, Julie Ayre, had apologised again for the delay and confirmed that the applicant was not pressing for a response. She had also been on sick leave. Ms Ayre had promised to put this action to the top of her list as she was aware that the Parish Council regularly discussed the progress of the application.

Cllr Spenceley stated that he was made aware by a parishioner that the traffic arrangements had been deleted from the Section 106 Agreement. The Chairman advised that the meeting held at the end of 2017 was for this reason but the traffic details should now have been reinstated. Cllr Cathcart advised that his understanding was that the draft Section 106 agreement would be forwarded to the Parish Council, to give Councillors the opportunity to see the content, before the applicant was formally notified. He would forward an e-mail to Ms Ayre to confirm this.

Councillors agreed to leave this item on the agenda until completion of the planning application process.

*-Cllr
Cathcart*

5. OPEN FORUM

There were no members of the public present.

6. CORRESPONDENCE

5.1 The Cedars, 26 South End –request to install hedging

The Chairman advised that correspondence had been received from the owner of 26 South End, the Cedars site, who wanted to plant hedging along the front boundary. As this was related to the planning application the Clerk had responded to the communication and suggested that the South Cambridgeshire District Council Planners be approached. The Clerk had since had further correspondence from the owner asking if the Parish Council would be happy for the planting to go ahead if agreed by the Planners. Councillors agreed that they would. The Clerk to advise the owner.

-Clerk

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/4125/178/VC (amendment)

Clear Farm Barns, South End –Variation of condition 2 (approved plans) of planning permission S/2363/16/FL

(On Set Location Ltd)

Hard copies of the amendments had not been received. The Chairman had looked at the

amendments on the South Cambridgeshire District Council website and any amendments that may have been made were minor. A recommendation of Support had been made on the original application and it was agreed that this recommendation stood.

-Recommendation Support

7.1.2 Planning Ref S/0564/18/FL

56 Spring Lane –New 2 Bedroom Dwelling
(Mrs S Ivey)

-Recommendation No Recommendation

7.2 Tree Work

7.2.1 Planning Ref S/0176/18/TP

The Clerk reported that the District Council Tree Officer had responded to the comment made by the Parish Council, to retain the Ash tree, and advised that she would allow the application. The tree was healthy but it was not in great form. It had no stand out amenity from the group and without this tree the group would still serve its amenity function.

7.3 Planning Decisions Advised by SCDC

There had been no decision notices received since the last meeting.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that a meeting had been held on the 7th February. Working group numbers were shrinking and there may be a need for further recruiting if the numbers drop any further.

The group agreed to benchmark Gamlingay and Histon and Impington whose plan was currently in progress. A Suffolk village, East Bergholt, who had now adopted their Plan, would also be used as a point of reference. The group were also thinking of a soft launch at the Mayhem event in May 2018.

The next meeting of the group would be held on the 7th March. Cllr Spenceley suggested that Drone Corridors be considered for the Plan. He had attended a Strategy meeting where these were raised in relation to Neighbourhood Plans.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

9.1 Government Statements

The Chairman advised of a Housing Minister statement regarding a consultation which would encourage Neighbourhood Plans with a view to these taking priority over the Local Development Plans. Section 106 Agreements were also being looked into to push new housing. In addition a Labour MP had raised the question of the Oxford to Cambridge corridor. A decision had not been made but it was stated that the Government had accepted the NIC recommendations for five more towns. The Chairman referred to the press speculation over Bassingbourn Barracks.

Cllr Cathcart reported that he had raised the NIC recommendation with the District Council Planners who confirmed that there had been no formal discussion. They were though aware of the recommendations but it was highly unlikely any progress would happen in the current planning period.

Cllr McCraith also reported that he had a meeting with the Leader of South Cambridgeshire District Council, and Cambridgeshire County Council, who confirmed that nothing had been decided. Cllr Mc Craith reiterated that at the present time the Barracks were not being released for development.

9.2 South Cambridgeshire District Council Planning Meetings

Cllr McCraith advised that the Planning committee was now giving more influence to the policies in the LDP although a final decision from the Inspector was still to be advised. Cllr Cathcart added that the results from the modification consultation had been forwarded to the Inspector with a request for a firm date for the decision.

Cllr Spenceley advised that there was to be a meeting on the 9th March regarding the additional 3000 homes on Bourn airfield and the effect that these would have on the traffic on the A1198. Cllr McCraith added that there was also the proposed development at Cambourne west which would add to the traffic. He stated that at every District Council Planning Committee meeting he referred to action being required for the A1198 and not just for the A428.

10. DATE OF NEXT MEETING

20th March 2018.

The meeting closed at 8.00 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 20th March 2018
at The Limes, High Street - 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Woodhouse, Cllr Oakley, Cllr McNulty, , Cllr Freeman, Cllr Hull, Cllr Spenceley, Cllr Rincón Cllr Hirtzel
 District Cllr Cathcart, District Cllr McCraith, County Cllr van de Ven
 Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dixon, , Cllr Robinson, Cllr Geraghty

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

The Chairman declared a non pecuniary interest under Item 7.1.1 as a member of the PCC.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 6th March 2018

Minutes of the Planning Committee Meeting held on Tuesday 6th March 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Bassingbourn Ski Slope

The Chairman reported that Julie Ayre had sent out a draft of the planning conditions for the Ski Slope application which had been copied to Councillors. It appeared to include everything discussed and now Ms Ayre would issue the Planning Consent to the applicant

The Chairman added that he would check the document once this had been issued but did not expect there would be any further communication until the development work at the Ski Slope began.

5. OPEN FORUM

There were no issues raised.

6. CORRESPONDENCE

Correspondence received was discussed under agenda items.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/04045/18/AD

Parish Church, North End –New post mounted Church signpost
 (Nick Jones, Bassingbourn Parish Church)

Cllr Cathcart advised that the South Cambridgeshire District Council Conservation Officer would be involved with the decision.

-Recommendations Support

7.1.2 Planning Ref S/0607/18/FL

45 Spring Lane –Single storey corner extension
 (Mr Clive and Mrs Jane Taylor)

-Recommendation Support

7.2 Tree Work

There were no applications for consideration.

7.3 Planning Decisions Advised by SCDC

7.3.1 Planning Ref S/4531/17/FL

80 High Street –Ground and first floor extensions including alterations to roof and cladding

Planning Permission Granted

7.3.2 Planning Ref S/4125/17/VC

Clear Farm Barns, South End –Variation of condition 2 (approved plans) of planning permission S/2363/16/FL

Planning Permission Granted

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the working group had met on the 7th March 2018. They had agreed the draft Memorandum of Understanding which had since been circulated to

Councillors. The working group were planning a stall at the Mayhem event to start gathering evidence. Workshops would follow in October. The members of the group were keen to complete the Plan process in a two –three year timescale to keep people interested.

The Chairman reiterated that this was a community led plan and needed input from the community. Cllr Cathcart advised that the District Councillors could provide input based on their experience in all sorts of matters. The Chairman confirmed that the working group had the support of District Council officers but District Councillor input would be appreciated on an as and when basis. It was recognised that the working group was likely to need some consultancy help so funding for this would be needed.

Councillors agreed that the Memorandum of Understanding be submitted.

The Chairman then advised that a working group member had approached Cambridgeshire ACRE and had since suggested a meeting with two of their recommended consultants who would carry out some scoping work. This was on a one-off basis. The cost of this would be approximately £400. Funding would also be needed to cover the cost of printing etc for the Mayhem event. A discussion took place on budgets.

It was then proposed by Cllr Catherall that a budget of £750 be agreed (£400.00 for the Consultants and £350.00 for printing and contingency for the Mayhem event). This was seconded by Cllr Sams and agreed by the majority of Councillors.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

There were no other issues raised.

10. DATE OF NEXT MEETING

3rd April 2018.

The meeting closed at 7.45 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 3rd April 2018
at The Limes, High Street - 7.41pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Sams, Cllr Hull, Cllr Hirtzel, Cllr Geraghty, Cllr Robinson
 District Cllr Cathcart, District Cllr McCraith
 Members of Public 0

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dixon, Cllr Freeman, Cllr Douglass, Cllr Spenceley, Cllr McNulty, Cllr Woodhouse, Cllr Oakley
 It was noted that Mr Rincon had resigned from the Parish Council.

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no Declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 20th March 2018

Minutes of the Planning Committee Meeting held on Tuesday 20th March 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Bassingbourn Ski Slope

The Chairman advised that the planning consent had been issued as discussed with the Planning Officer.

5. OPEN FORUM

There were no members of the public in attendance.

6. CORRESPONDENCE

Correspondence received was discussed under agenda items.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/0905/18/FL & S/0906/18/LB

10 The Causeway –Retention of existing slate roof to kitchen, demolition and replacement of part glazed porch, installation of new back door to kitchen and re-alignment of drive
 (Mr N Gallery)

Recommendation -Support

7.1.2 Planning Ref S/0003/18/FL

23 Mill Lane –Demolition of conservatory and erection of a single storey side extension
 (Mr & Mrs Thoroughgood)

Paper copies of the plans had not been received.

Recommendation -Support

7.2 Tree Work

There were no applications for consideration.

7.3 Planning Decisions Advised by SCDC

No decision notices had been received.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised that the next meeting of the working group was to be held on the 11th April 2018 where there could possibly be another member of the group. It had been agreed to have a table for the Annual Parish Meeting as a dry run for the Mayhem event.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

9.1 Projector for Plans

Cllr Catherall suggested that it would be so much easier to be able to view the plans through a projector. The Chairman agreed adding that this was the way that South Cambridgeshire District Council wanted to go. It was agreed that Cllr Catherall investigate prices for

-Cllr

discussion as an agenda item next meeting.

Catherall

9.2 Section 106 Agreements

Cllr Catherall expressed his concern over the Section 106 allocations referring to the statement made by Cllr van de Ven at the last meeting relating to funding for the school crossing. He reminded Councillors that he had written to South Cambs officers a while ago and had received no response. He had since urged a reply and been told that his correspondence had been passed to the Planning Officer, Julie Ayre.

The Chairman advised that Section 106 monies had been allocated towards the crossing from the Ski Slope application, Spring Lane and Causeway developments. The availability of this funding depended on when the developments went ahead. Councillors agreed that they wanted to be more involved with the drawing up of the agreements.

9.3 South Cambridgeshire District Council Garages

Cllr Cathcart referred to his report on the future use of garage blocks at the last meeting. He stated that South Cambridgeshire District Council had not decided yet on the future of the sites. He confirmed that there were five areas in the village with garage blocks.

10. DATE OF NEXT MEETING

1st May 2018.

The meeting closed at 8.00 pm

Chairman _____

Date _____

**Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE**

**Minutes of Meeting held on Wednesday 18th April 2018
at The Chapel Schoolroom, South End - 7.20pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Woodhouse, Cllr Oakley, Cllr Geraghty, Cllr Dixon, Cllr Freeman, Cllr Hull, Cllr McNulty, Cllr Spenceley
Members of Public 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Robinson and Cllr Hirtzel

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. OPEN FORUM

There were no issues raised.

4. PLANNING/TREE WORK APPLICATIONS

4.1 Planning Applications

4.1.1 Planning Ref S/1095/18/FL

2 Elbourn Way –Remove existing conservatory and build a single storey rear and side extension

(Miss Annie Tompson)

-Recommendation Support

4.1.2 Planning Ref S/1265/18/PN

Westfield Orchard, Old North Road –Application for prior notification of agricultural or forestry development for an agricultural building

(Mr Stephen Bode)

No paperwork had been received for this application. The Chairman stated that this was a notification which did not require the same permissions as a planning application for a residential property did.

4.1.3 Planning Ref S/4468/17/RM Amendment

Land to the west of the Cemetery, The Causeway –Application for approval of reserved matters for appearance, landscaping, layout and scale for 26 residential dwellings with associated access, highway, parking and landscaping following outline planning permission S/1566/16/OL

(CALA Homes (NHC)Ltd)

The Chairman explained the history of the application. He had looked through the paperwork on the District Council website and found a letter detailing the proposed amendments. He read the highlights to the meeting. There were two areas of concerns which related to parking and drainage.

The Urban Design officer had stated that due to the close proximity to the Cemetery additional landscaping was needed. It was proposed to remove two of the parking spaces, for numbers 8 -15, to accommodate this. Councillors had expressed their concern over the parking arrangements on the previous applications.

The second issue of concern was that the developers would not be able to put a balancing tank for surface water underground, as previously stated, so were intending on discharging into the ditch which was owned by the Parish Council. The developers had stated that they were proposing to carry out regular maintenance on site but not on the ditch. The Chairman explained the route of the ditch.

The Chairman reminded Councillors that he had to make a casting vote on the original application as he felt there was not enough to challenge. The situation had not changed with these two issues. The Clerk advised that the Planners had asked for comments. Councillors agreed that the Planners be advised that because of the reduction in parking spaces and the proposal for drainage the recommendation had changed to Object. Cllr Cathcart added that the drainage could also have an impact on the drainage system of the village as a whole.

4.2 Tree Work

4.2.1 Planning Ref S/1341/18/TP

37 Spring Lane –TPO Trees –remove 5 Sycamore Trees

The Chairman pointed out that the trees had a Tree Preservation Order on them. He circulated a photograph of the trees which had been pollarded. He proposed that as there was no merit in

keeping the trees they could be removed. This was agreed by Councillors.

5. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

5.1 Planning Application Land adjacent to 56 High Street

The Chairman advised that plans for four affordable homes had been submitted to South Cambridgeshire District Council. These were proposed for the Elburn Memorial Housing Trust site. He reminded Councillors that these affordable units were associated with the requirements on the Cedar development. The Clerk confirmed that she had received the plans which would be on the agenda for the next Planning meeting on the 1st May 2018.

5.2 The Rouses site

Cllr Cathcart advised that the position regarding the Rouses was not as clear and straightforward as thought following the update by Mr Malyon, the County Council Deputy CEO and Chief Financial Officer, at the Parish Council meeting on the 20th March. Cambridgeshire County Council was still trying to pursue some development on the site. He was aware that County Cllr van de Ven was planning to give an update on the position at the Annual Parish Meeting on the 24th April.

6. DATE OF NEXT MEETING

1st May 2018.

The meeting closed at 7.50 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 1st May 2018
at The Limes, High Street - 7.30pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Sams, Cllr Dixon, Cllr Hirtzel, Cllr Oakley, Cllr Robinson, Cllr McNulty, Cllr Douglass, Cllr Freeman, Cllr Spenceley
 District Cllr Cathcart, District Cllr McCraith
 Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hull, Cllr Geraghty and Cllr Woodhouse

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no Declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 3rd April 2018

Minutes of the Planning Committee Meeting held on Tuesday 3rd April 2018 were agreed a true record and signed by the Chairman.

3.2 Minutes of Planning Committee meeting 18th April 2018

Minutes of the Planning Committee Meeting held on Wednesday 18th April 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 The Causeway Development

Cllr Cathcart referred to the discussion at the meeting on the 18th April and the amended planning application for S/4468/17/RM. He stated that the requirements of South Cambridgeshire District Council, to reduce the number of parking spaces, could be another opportunity for the developers to increase the number of houses to 28 which the outline planning consent would allow. Cllr Cathcart had spoken to the Planners as it was very important that the Parish Council was kept informed. The Chairman confirmed that the comments on the amended application had been forwarded to the Planners. A request had also been made for this application to go before the Planning Committee.

5. OPEN FORUM

Members of the public in attendance were invited to comment under agenda items.

6. CORRSPONDENCE

6.1. SCDC The Belle –Listing as Community Asset

A letter had been received from the Development Officer, Jay Clarke, advising that the current ACV restriction on the title deed, which covered the pub and old car park had been amended to reflect the removal of the car park. The new pub car park was on a different title number. The Chairman explained the process of registering an Asset of Community Value and Councillors were reminded that the old car park had been earmarked for the building of two new homes. A discussion took place on any future campaign to keep the pub and it was recognised that a pub without a car park was unviable.

-Clerk

It was agreed that the Clerk would contact Mr Clarke to investigate the process for listing the new car park.

6.2 Frontage of 26 South End

A complaint had been made about the overgrown hedge on South End belonging to The Cedars site. The Clerk agreed to contact the site owner and ask that the hedge be cut back.

-Clerk

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/1300/18/FL

Land adj to 56 High Street –Proposed planning application for 4 affordable homes (Mr Graham Harraway –Chairman, Elbourn Memorial Housing Trust)

The Chairman reported that this application was related to The Cedars, South Street, where the planning application for that site did not contain any affordable housing. There was an attached proposal to provide affordable housing off site. Cllr Robinson asked that if the application was approved a request be made to build these homes at the same time as building

the homes at The Cedars. It was believed that this was part of the planning permission for The Cedars that the development company had to comply with the Section 106 liabilities.

Mr John Penny, Elbourn Memorial Housing Trust representative, was in attendance and invited to speak to Councillors.

He stated that this was an ideal situation providing affordable housing in the village on land owned by the Elbourn Memorial Housing Trust. To be eligible people would have to show a local connection and meet the criteria of the Trust not the Local Authority. This was a key element of the application negotiated with South Cambridgeshire District Council. Mr Penny added that the existing properties had been modernized and were rented out to local people at a rent a lot less than Local Authority rent.

The Chairman then asked for a vote on the application to be made.

Recommendation -Support

7.2 Tree Work

7.2.1 Planning Ref S/1339/18/TC

15 High Street –Fell Sycamore

There were no issues raised.

7.2.2 Planning Ref S/1515/18/TP

South End Recreation Ground –Removal of Horse Chestnut tree

The District Council Tree Officer had advised that comments were not needed. She would determine the decision.

7.2.3 Planning Ref S/1520/18/TC

Village Green, High Street –Removal of Cherry tree

The Clerk reported that permission had been received from the Tree Officer. The Chairman pointed out that applications 7.2.2 and 7.2.3 had been made by the Parish Council as a result of discussions at the Recreation Ground committee meeting. He added that there would need to be a separate topic once the Horse Chestnut tree was removed to plant a replacement.

7.3 Planning Decisions Advised by SCDC

No decision notices had been received.

8. PURCHASE OF PROJECTOR FOR PLAN VIEWING

Cllr Catherall reported that he had spoken to a representative of the Church, Nick Jones, who had equipment which was more than adequate for Parish Council use. He had investigated a suitable projector which would cost in the region of £250. A pull up screen would also cost around this price. A laptop would be needed. Cllr Oakley advised that he already owned a screen which could be used. The layout of The Limes was something that would need to be investigated in addition to power point, storage etc.

*-Cllr
Catherall*

The Chairman thanked Cllr Catherall for his investigations so far. Cllr Catherall would ask Mr Jones for further advice.

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the working group had a presence at the recent Annual Parish Meeting although there were not a lot of members of the public there. The group was planning to launch with a slightly larger event at the Mayhem celebration which was to be held at the end of May 2018. Discussions within the group had been taking place before the meeting was arranged with consultants. The next meeting Neighbourhood Plan working group meeting was to be held on the 2nd May 2018. The Chairman added that there was not a great deal to report but the project was moving forward, He appealed for helpers to man the table at the Mayhem event.

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

10.1 The Rouses

Cllr Cathcart referred to the previous discussions on the Rouses adding that Cambridgeshire County Council still wanted to submit a planning application and there was a chance this was for the 10 houses with the offer of the lease of land to the village. He had stated that a formal lease of the land should be agreed before any planning application was submitted. Any application might be overtaken by the Local Development Plan which was expected to be adopted by the end of May. He added that the Plan would be subject to another inspection to make sure that it was in alignment with Government Policy.

*-Cllr
Cathcart*

10.2 Last Planning committee of current committee

The Chairman reminded Councillors that this was the last meeting of the Planning Committee for this four year term. He thanked all members who had contributed. The next meeting would

be for the new Council and would be held on either the 15th or 22nd May as there was a planning application, for 7-13 The Causeway which needed to be looked at before the scheduled meeting at the beginning of June.

- 11. DATE OF NEXT MEETING**
15th May 2018 or 22nd May 2018.

The meeting closed at 8.10 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 22nd May 2018
at The Limes, High Street - 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Oakley, Cllr Leith, Cllr Dixon,
 Cllr Freeman, Cllr Spenceley
 Members of Public 1

1. ELECTION OF CHAIRMAN

Cllr Douglass, the Parish Council Chairperson, opened the meeting and asked for nominations for Chairman. Cllr Oakley proposed Cllr Hallett, which was seconded by Cllr Freeman. There were no other nominations. Cllr Hallett accepted the position of Chairman.

2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr McNulty

3. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

Cllr Catherall declared a Pecuniary interest under Item 6.1.3 as a tenant of the landowner and left the room while the application was discussed.

4. OPEN FORUM

There were no members of the public in attendance.

5. AGREE COMMITTEE TERMS OF REFERENCE

The current Terms of Reference for the committee were circulated to Councillors. Cllr Spenceley proposed some changes to reflect consideration of the District Council 5 year land supply, maximizing Section 106 funding from new development and to work with the Traffic and Travel working group to obtain traffic data which would be useful when considering planning applications. The Terms of Reference were agreed with these amendments.

6. PLANNING/TREE WORK APPLICATIONS

6.1 Planning Applications

6.1.1 Planning Ref S/1227/18/FL

36 South End -Demolition of existing caretakers home and erection 4 dwellings and new access

-Recommendation No Recommendation

6.1.2 Planning Ref S/1641/18/FL

70 South End -Erection of Dwelling
 (Mr & Mrs Kingsley)

-Recommendation No Recommendation

6.1.3 Planning Ref S/1202/18/FL

7-13 The Causeway -Erection of 8 dwellings following demolition of four existing properties
 (E W Pepper Ltd)

There was some confusion as a planning application with a different planning reference was shown on the South Cambridgeshire District Council website as S/1446/18/FL was shown on the District Council website as 'Invalid Application -Returned'.

Councillors considered the application received and it was noted that County Highways had not given their support.

-Recommendation Object

-Concerns over Highway safety due to parked vehicles

-The Townhouse design is inappropriate and not in keeping with neighbouring properties

Councillors also agreed that the application should go to the Planning Committee. Cllr Cathcart reminded Councillors that this would only happen if the officer view was different to the Parish Council.

6.1.4 Planning Ref S/1671/18/FL

2 Playles Yard - Installation of Mitsubishi EcoDan air source heat pump
 (Mr S Steverson)

-Recommendation Support

6.1.5 Planning Ref S/1518/18/FL

48 Walnut Tree Close -2 storey rear extension
 (Mr & Mrs Naylon)

-Recommendation Support**6.1.6 Planning Ref S/0404/18/AD**

Bassingbourn Parish Church –New post mounted church signboard

(Nick Jones, Bassingbourn Parish Church)

The Chairman advised that the previous application, supported by the Parish Council, showed the wrong site boundary. Everything else in the application was the same.

-Recommendation Support**6.2 Tree Work****6.2.1 Planning Ref S/1791/18/TC**

Bassingbourn Village College –Fell Ash Tree (no response required)

A discussion took place on the tree application and the reference to the URC car park. The Chairman advised that a photograph of the tree showed it as a poor specimen. After further discussion, and inspection of the plans discussed under item 6.1.1, it was agreed no feedback would be made.

7. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised that the Working Group would have a table at the Mayhem event the following weekend. He was a little concerned at one stage that there would not be enough people to cover but now there were enough. The Chairman urged Councillors to support the stand and show an interest.

The next Working Group meeting would be held in mid June where members would be looking in more detail at preparations for the consultancy.

8. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**8.1 The Rouses**

Cllr Cathcart reported that an application had been made and was in the District Council system. He had asked for a copy of the proposed lease to the Parish Council for the land and a guarantee that there would be no change in any way. He also asked for confirmation that the ownership of the site would not change during the planning process and also an extension to the consultation period as there were a lot of issues to be considered.

8.2 Local Development Plan

South Cambridgeshire District Council had advised that they now had a 5 year land supply. Cllr Cathcart urged caution as they had only just reached this target but could easily lose it again. The District Council had to give permission and make sure that the dwellings were actually built. He stated that until the Plan was adopted villages were still vulnerable.

9. DATE OF NEXT MEETING

5th June 2018.

The meeting closed at 8.30 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 5th June 2018
at The Limes, High Street - 7.50pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Sams, Cllr Dixon, Cllr Hirtzel, Cllr McNulty, Cllr Douglass, Cllr Spenceley, Cllr Leith, Cllr Prentice, Cllr Woodhouse
 District Cllr Cathcart
 Members of Public 4

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty, Cllr Freeman, Cllr Oakley

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

Cllr Spenceley declared a non pecuniary interest under Item 7.1.2 as a friend of the applicant.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 1st May 2018

Minutes of the Planning Committee Meeting held on Tuesday 1st May 2018 were agreed a true record and signed by the Chairman.

3.2 Minutes of Planning Committee meeting 22nd May 2018

Minutes of the Planning Committee Meeting held on Tuesday 22nd May 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

There were no Matters Arising identified.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

Members of the public in attendance were invited to comment under agenda items.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/1546/18/FL

70 High Street –Two B1 Business units and demolition of existing timber shed (Mr & Mrs Cousans)

Members of the public were invited to contribute. Councillors were advised that people using the site were currently parking on Spring Lane. The entrance to the site was hazardous and confirmation needed to be made that there was adequate parking. It was noted that there were often empty parking spaces on the site as people preferred to park on the road. The Chairman advised that the Parish Council had recognised that there was an issue with parking on Spring Lane and this should be drawn to the planners attention to see if there could be a parking restriction.

Recommendation –No Recommendation

-There is already an issue with parking on Spring Lane. It is requested that a parking restriction be included if the application is approved.

7.1.2 Planning Ref S/1569/18/FL

15 Canberra Close –Ground floor extension changing garage to living room, forming enclosed porch and pitched roof

Recommendation –No Recommendation

-There are concerns over Highway parking which would be added to with an additional vehicle.

7.1.3 Planning Ref S/1911/18/OL

Land South of Clear Farm –Outline application for residential development for up to 10 dwellings, with matters of access, all other matters reserved

(Cambridgeshire County Council)

The Chairman advised that South Cambridgeshire District Council had extended the deadline for representations to the 6th July so a decision on the application would not be made at this meeting. This application had been made by Cambridgeshire County Council who were willing to offer a long lease on 50% of the site if they received planning consent for the ten

dwellings. The Chairman reported on similar development that had obtained planning consent recently and advised that if the development did not happen at this time there would probably be a call for sites, as in the compilation of the last Local Development Plan, in the next L D P which would be started in 2019. He reminded Councillors that the Parish Council had asked for all this area to be Local Green Space but the District Council had removed it from the Plan. It was hoped that by the next planning meeting on the 3rd July 2018 a draft lease for the land would be available.

Cllr Cathcart stated that the village would have a reduced opportunity to shape the 2019 Plan He had been speaking to residents who had broad cautious support. Cllr Catherall expressed his opposition to any development of the land adding that it was a green space and the community insist it remained so.

Members of the public were invited to speak.

Councillors were advised that a lot of development had happened which should not have been approved over the past couple of years. It was suggested that this application was a compromise and the offer of the green space was a big plus. As Cambridgeshire County Council had a shortage of funds development of this land would not go away.

It was suggested that once the draft lease was available the Parish Council must appoint a specialist Solicitor to look at it.

Further discussion took place between Councillors. It was stated that the Parish Council may have to spend up to £5000 to pay for the services of a property Lawyer. The Planning Committee, under their Terms Of Reference, could only approve up to £1000. Councillors agreed that expenditure of £1000 be approved as a retainer to instigate a legal view.

7.2 Tree Work

There were no applications to consider.

7.3 Planning Decisions Advised by SCDC

7.3.1 Planning Ref S/1095/18/FL

2 Elbourn Way –Removal of existing conservatory and erection of a single storey rear and side extension

Planning Permission Granted

8. PURCHASE OF PROJECTOR FOR PLAN VIEWING

Cllr Catherall stated that there was a missing link of a laptop to use with the projector. The Chairman offered the use of his personal laptop for this purpose. Cllr Catherall was trying to arrange a demonstration of equipment by the Church representative and would circulate details once confirmed.

*-Cllr
Catherall*

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that there had been a successful launch at the Mayhem event, which had raised awareness, and there was now a list of people interested. The working group would be meeting again on the 11th June .

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

10.1 LHI 2019/20 Deadline for Applications

Cllr Douglass reminded Councillors of the deadline of the 31st July 2018 for bids. The Chairman advised that the Traffic and Travel working group were looking at options and would have proposals ready for submission to the Parish Council at their next meeting on the 24th July. The main option was likely to be work to the traffic island at Guise Lane to enable the bus to turn.

10.2 Sanctuary Housing

The Chairman reported that a planning application had been submitted to South Cambridgeshire District Council for the land off Spring Lane behind the Doctor's surgery. The Developer already had the outline permission. This was currently being validated.

11. DATE OF NEXT MEETING

3rd July 2018

The meeting closed at 8.40 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Wednesday 20th June 2018
at The Chapel Schoolroom, South End - 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Oakley, Cllr Leith, Cllr Dixon, Cllr Freeman, Cllr Spenceley, Cllr McNulty, Cllr Prentice
 District Cllr Cathcart
 Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. OPEN FORUM

3.1 The Rouses

A member of the public asked for an update on the Rouses as there had been a lot of rumours circulating. The resident stated that he was aware that Cllr Cathcart and the Chairman were doing their best to progress this with Cambridgeshire County Council. The Chairman advised that he would give an update under Item 5.

4. PLANNING/TREE WORK APPLICATIONS

4.1 Planning Applications

4.1.1 Planning Ref S/1993/18/FL

34 The Tanyard –Box dormer side extension to allow shower room at first floor

-Recommendation No Recommendation

4.2 Tree Work

4.2.1 Planning Ref S/2228/18/TC

34 High Street –Fell Ash and Cypress trees –No comments to be made.

5. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

5.1 Planning Meeting 3rd July 2018

The Chairman advised that the application for full planning permission had been received for the Spring Lane development. He urged Councillors to look at the plans on the South Cambridgeshire District Council website before the meeting. The application no longer provided for a play area on the development, the surgery additional car parking had been moved and a holding pond was now included.

5.2 The Rouses

The Chairman explained the history of the site and that originally it had been requested to remain as a green space. This had been reiterated on a further LDP consultation but it was felt that the Local Development Plan Inspector would reject the request. The Chairman explained the history of the meetings between County Cllr van de Ven, District Cllr Cathcart, District Cllr McCraith and Cambridgeshire County Council officers.

The County Council had now drawn up a Heads of Terms lease for land associated with a current planning application for 10 houses. This had been circulated to Councillors. The lease was for remaining land on The Rouses to be given to the village on a 99 year term.

There was an issue with the wording on the draft lease as it did not guarantee that the land would stay with the parish for 99 years. There was a break clause which would enable the County Council to reclaim the land. As a result Cllr van de Ven and Cllr Cathcart had been back to the County Council officers to ask for a revision in the Heads of Terms.

Cllr Cathcart advised that his understanding was that a standard lease template, which was used in agricultural leases, had been used. Both he and Cllr van de Ven believed that the officers would modify the wording and once that was changed then other issues could be raised through a Solicitor.

The Chairman stated that it was important to engage a Solicitor very quickly as the agreement was needed before a response to the planning application could be made.

Six recommendations for Solicitors had been made. Cllr Catherall urged the use of a Property Lawyer. A discussion took place on the planning consultation and actions of the 'Rouses' group.

The Chairman concluded the discussion by stating that there was currently actions with Cllr van de Ven and Cllr Cathcart to follow up the amendment to the Heads of Terms lease with the County Council and Cllr Leith and the Clerk would progress the engagement of a suitable Solicitor.

5.3 Papworth Development, Knutsford Road

Cllr Cathcart advised that he was to arrange a meeting to see if the abandoned development could be brought back into use.

5.4 The Limes

South Cambridgeshire District Council had approached Cllr Cathcart to see if the Parish Council would be willing to take over The Limes. More details were needed and he would try and get a representative to the next Parish Council meeting on the 24th July 2018.

6. DATE OF NEXT MEETING

3rd July 2018.

The meeting closed at 7.50 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 3rd July 2018
at The Limes, High Street - 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr McNulty, Cllr Douglass, Cllr Spenceley, Cllr Leith, Cllr Prentice, Cllr Geraghty, Cllr Oakley
 District Cllr Cathcart
 County Cllr van de Ven
 Members of Public 8

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Freeman, Cllr Woodhouse, Cllr Catherall

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 5th June 2018

Minutes of the Planning Committee Meeting held on Tuesday 5th June 2018 were agreed a true record and signed by the Chairman.

3.2 Minutes of Planning Committee meeting 20th June 2018

Minutes of the Planning Committee Meeting held on Wednesday 20th June 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 The Rouses Draft Lease

The Chairman advised that this was to be discussed during the following extraordinary Parish Council meeting. Cllr Leith had been investigating Solicitors who would be qualified to act on behalf of the Parish Council. The Heads of Terms of the lease had been circulated to Councillors and any comments were requested to go to Cllr Leith.

4.2 Proposal for Projector

The Chairman stated that a projector would be for Parish Council use generally but particularly helpful with planning applications. South Cambridgeshire District Council would support the Parish Council using this method to view the plans. The Chairman had seen a projector used at a recent training session which had a clear display. He had taken a note of the specification. As this was an action point for Cllr Catherall the committee would wait to hear his recommendations.

*-Cllr
Catherall*

Cllr Spenceley proposed that this issue was now dealt with by the Finance and General Purposes committee under the Finance and Good Governance heading. This was agreed.

5. CORRESPONDENCE

5.1 Parish Plan Support For Small Businesses

The Clerk read a letter from a resident, concerned over the lack of support for small businesses, when considering planning applications, especially the recent application for two new office units in the High Street.

The Chairman added that the resident was also concerned over the 'No Recommendation' response which he believed should be stronger.

Cllr Spenceley asked if employment was in the remit of the Neighbourhood Plan. The Chairman advised that the Plan was still at an early stage but employment areas would need to be identified as part of the Plan in future.

6. OPEN FORUM

Members of the public in attendance were invited to comment under agenda items.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/2133/18/FL

Land east of Spring Lane-Residential development to provide 30 dwellings together with additional parking for Bassingbourn Surgery, including vehicular access off Spring Lane, pedestrian footpaths, public open space, drainage, landscaping and associated works (Sarah Brind, Sanctuary Group)

Councillors had studied the plans on the South Cambridgeshire District Council website. The Chairman stated that outline planning permission had been granted for the site so development in some form would take place. He gave an overall of the application and there were still some issues relating to drainage outstanding. Concern was raised by Councillors over additional vehicles on the road and damage to the road surface while the building work was taking place. It was noted that these issues would normally be covered by a planning condition.

Cllr Spenceley added that there would still be around 120 movements a day overloading the road structure.

The Chairman invited members of the public to comment.

Councillors were reminded of the parking problem at the junction of Spring Lane and the High Street and yellow lines were suggested. The Chairman advised that he and Cllr van de Ven had met with the County Highway Officer who stated the parking was not severe enough for double yellow lines and therefore a request would not be supported. Cllr van de Ven suggested revisiting the question which she would be happy to support.

A discussion took place on the new car park for the Doctor's surgery. It was confirmed that the existing car park would remain for the dropping off of disabled people.

A reference had been made to gas in the planning application. The Chairman stated that as there was no plans for gas in the village the developer may have looked at the possibility of communal Calor gas.

The Chairman closed the meeting to the public and asked Councillors for their vote which he asked to be recorded. There were four votes in favour of Support with five in favour of a recommendation of Objection. Carried.

-Recommendation Objection

-Drainage issues still to be resolved

-Traffic issue at the junction of Spring Lane with the High Street which waiting restrictions are requested

Councillors all agreed that it should be noted that the current plan was an improvement on the previous planning application.

7.1.1.1 Section 106 Requirement for Planning Application S/2133/18/FL

The District Council Section 106 officer, James Fisher, had asked for a template of requirements to be completed for the planners should the planning application be approved. The Chairman explained the allocation from the previous outline planning application. Mr Fisher had advised the Clerk that allocations from the current application could be £33k for sports, £46,000 for play facilities and £15k for Indoor meeting space.

It was agreed that these amounts be requested on the form, with supporting information, plus **-Clerk** an additional £10k towards a crossing on the High Street.

7.1.2 Planning Ref S/1911/18/OL

Land south of Clear Farm- Outline application for residential development for up to 10 dwellings, with matters of access, all other matters reserved

(John Macmillan, Cambridgeshire County Council)

The 'Save The Rouses Group' response to the planning application had been circulated to Councillors. The Chairman stated that the Parish Council needed to make a response to the Consultation. The 99 year lease had been mentioned in the planning application so the offer to the Parish Council was clear to the Planning Officers. The lease was an outstanding issue. He explained the background to the Rouses land with reference to the open space requirement which was removed from the draft Local Development Plan. An appeal had been made to the Inspector but the outcome of the inspection had not yet been advised. The Chairman advised that the Flood Authority and the Sustainable Drainage Engineer had objected to the application as had County Highways who were concerned over the visibility splay. The Rouses Group had highlighted their concerns over crossing Spring Lane, construction access and archaeology.

Cllr Cathcart reminded Councillors that the new Local Development Plan was due to commence in 2019 and if the planning application was refused on this occasion it was likely it would be brought back in the new LDP. He suggested that the Parish Council make a holding objection which would extend the consultation period. A discussion took place on how a holding objection could work.

The Chairman invited members of the public to comment.

It was stated that a holding objection would be a good move. Concerns were raised over the application reverting to the original 30 dwellings if refused at this point.

The Chairman then asked Councillors to vote. All agreed that a holding objection be made to reserve judgment until the lease was properly prepared and the decision on the Local

Development Plan was known. Concerns over surface and foul water would also be expressed in the representation to the District Council plus the points raised by The Rouses Group would be supported.

Recommendation –Holding Objection

The Parish Council is making a holding objection because:

[1] the land at Clear Farm is important to the local community. The applicant has made the offer of a grant to the Parish Council of a 99-year lease on part of that land, which is a local financial consideration and hence a material planning consideration, and the terms of that lease have yet to be agreed and

[2] the decision of the Planning Inspector on the emerging Local Plan, particularly with regard to the objection to the removal of designation of the land as Local Green Space and also with regard to the village framework, is not yet known.

The Parish Council will be pleased to reconsider its objection once further progress has been made on the above. Other concerns have been raised including but not limited to physical infrastructure (surface water and foul water drainage not demonstrated), highway safety (risks to children crossing South End to the Village College) and potentially contaminated land (asbestos).

7.1.3 Planning Ref S/4468/17/RM

Land to the west of the Cemetery, The Causeway –Amendment - application for approval of reserved matters for appearance, landscaping, layout and scale for 26 residential dwellings with associated access, highway, parking and landscaping following outline planning permission S/1566/16/OL

(CALA Homes Ltd)

The Chairman reported that the latest amendment included details of the boundary treatment. There had been no changes to the proposals relating to the representations made by the Parish Council to the last amendment at the Planning meeting on the 18th April 2018.. It was agreed that the Clerk reiterate the concerns made at that time which related to the reduction in parking spaces and the proposal for drainage. The recommendation had changed to Object. There were also concerns that the drainage could have an impact on the drainage system of the village as a whole.

-Clerk

7.1.4 Planning Ref S/2291/18/FL

7 Canberra Close –Proposed first floor rear extension

(Mr & Mrs Oakes)

Recommendation -Support

7.2 Tree Work

There were no applications to consider.

7.3 Planning Decisions Advised by SCDC

No Planning Decisions had been advised.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised that the pop-up gazebo would be put up in the village on the 7th July. A consultation had been arranged with Mark Dees, Cambridgeshire ACRE. There were another four volunteers who had joined the Working Group.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

9.1 The Rouses

Cllr Cathcart offered to speak with the District Council Planners to find out the best form of wording to protect the Parish Council with their holding objection.

-Cllr
Cathcart

11. DATE OF NEXT MEETING

24th July 2018

The meeting closed at 8.40 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 24th July 2018
at The Limes, High Street - 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Spenceley, Cllr Leith, Cllr Prentice, Cllr Freeman, Cllr Oakley, Cllr Catherall, Cllr Woodhouse

Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Geraghty, Cllr McNulty, District Cllr Cathcart, County Cllr van de Ven

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 3rd July 2018

Minutes of the Planning Committee Meeting held on Tuesday 3rd July 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 The Rouses Draft Lease

Cllr Leith expressed his disappointment that the County Council would not be starting their negotiations on a lease until planning consent was received for the Rouses development. The Parish Council was in a Catch 22 situation and he had asked the Solicitor for a legal opinion. Councillors were aware of a variety of objections that had been lodged to the application and were not sure of the weight of the holding objection which had been made by the Parish Council.

The Chairman confirmed that County Cllr van de Ven was trying to push Cambridgeshire officers on behalf of the Parish Council. Cllr Spenceley added that he was aware of at least 50 similar planning applications in progress with South Cambridgeshire District Council.

5. CORRESPONDENCE

5.1 Request from Developer to present proposal for a Causeway site

The Clerk had invited the Developer to the next Planning Committee meeting on the 7th August 2018 and asked for some information on the proposal to be forwarded before that meeting. Cllr Sams referred to previous meetings with developers, which he suggested took place as a tick box exercise, with no intention of taking on comments made. It was stated that, as these presentations were often a waste of time, the Developers be asked for a charitable contribution in return for letting them attend. The Chairman suggested that it would be a good idea to breach the subject of the Section 106 contributions at this initial stage.

6. OPEN FORUM

There were no issues raised.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/2082/18/FL

Westfield Orchard, Old North Road –Replace existing concrete outbuilding with metal store (MR S Bode)

-Recommendation Support

7.1.2 Planning Ref S/2467/18/FL

20 Clarkes Way –Two storey side extension and single rear storey extension (Mr & Mrs J & C Boarham)

-Recommendation Support

7.2 Tree Work

7.2.1 Planning Ref S/2531/18/TP (for information)

26 South End –Removal of Yew tree

7.2.2 Planning Re S/2770/18/TP

26 South End –Lifting of Yew and Horse Chestnut, reduce and shape Copper Beech

-No Comments to reply

7.3 Planning Decisions Advised by SCDC

7.3.1 Planning Ref S/1993/18/FL

34 The Tanyard –Box dormer side extension to allow a shower room at first floor

-Planning Permission Granted

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the Working Group had met with Mark Deas, Cambridgeshire ACRE, who provided the initial consultancy to get the project started. Mr Deas had e-mailed a lot of information which was still being looked through. There was no requirement for the Working Group to remain with Cambridgeshire ACRE as their consultant. The next meeting of the Working Group was on the 30th July.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

9.1 Park Close Trees

Cllr Prentice had been approached by residents concerned about the condition of trees between the allotments and Park Close. A lot of the trees had fallen down. The Chairman agreed to follow up with the landowner.

*-Cllr
Hallett*

11. DATE OF NEXT MEETING

7th August 2018

The meeting closed at 7.45 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 7th August 2018
at The Limes, High Street - 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Spenceley, Cllr Prentice, Cllr Freeman, Cllr Oakley, Cllr Catherall, Cllr Woodhouse, Cllr Ridsdale, Cllr McNulty
 District Cllr Cathcart

Members of Public 5

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Geraghty, Cllr Douglass, Cllr Leith

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

Cllr Ridsdale declared a non pecuniary interest under Item 6.1

3. PRESENTATION –LAND OFF THE CAUSEWAY

The Chairman welcomed Richard Martin and his two associates, from Skyline Comms, to the meeting. He invited them to speak.

Brochures relating to the companies other developments had been circulated to Councilors ahead of the meeting. The proposal for 25 bungalows, 15 Market and 10 Affordable, related to four acres of land south of The Causeway. The properties would be suitable for older people looking to downsize. There were other developments in Essex and Suffolk and this would be the first Cambridgeshire scheme. Mr Martin stated that this proposal was at a very early stage and the developers wanted to keep the Parish Council updated. They were also aware of the merging Neighbourhood Plan for the village.

The Chairman advised that the Parish Council Neighbourhood Plan was in its infancy, only being active for a couple of months, but at some stage there would be a call for sites. Currently the site was outside the village framework.

Cllr Dixon asked if the developers had carried out a traffic count. The developer advised that extensive work was carried out in 2017 for the development by the Cemetery. Another survey would be carried out in due course. Because of the intended age group for these bungalows it was anticipated that there would be fewer traffic movements. She asked the intended age range for the properties. It was advised that on another site the minimum age limit was 55 but the age range for this site would be decided through discussions.

Cllr Cathcart stated that Bassingbourn had been affected by a number of speculative planning applications with the Causeway taking a lot of development. He added that even though this proposal was for a significant development there was a general need for bungalows in the village.

Cllr Ridsdale asked if the properties would be Freehold. The response was yes although there would be a Management company responsible for the surrounding area. The Developer also confirmed that there was no option on ownership of the adjacent site.

The Chairman referred to a Section 106 Agreement acknowledging that the proposal was at a very early stage. As a childrens play area would not be required here the Developer stated that contributions could be made to identified village projects.

A member of the public in attendance agreed that the development of this type was a good idea.

The Chairman thanked Mr Martin and his colleagues for the presentation.

4. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning Committee meeting 24th July 2018

Minutes of the Planning Committee Meeting held on Tuesday 24th July 2018 were agreed a true record and signed by the Chairman.

5. MATTERS ARISING

5.1 The Rouses Draft Lease

As reported by Cllr Leith, at the last Planning meeting, the County Council would not be starting their negotiations on a lease until planning consent was received for the Rouses development. The Parish Council was therefore in a Catch 22 situation. Cllr Cathcart advised that Cambridgeshire County Council was considering offering a Legal Undertaking that they would grant a lease on the agreement of Planning Consent. Cllr van de Ven was following this

up with officers.

A discussion took place on a Legal Undertaking and it was stated that this would not be enforceable. A discussion also took place on the future of the site should the proposed development not take place.

After further discussion it was proposed by Cllr Catherall that the Chairman, Cllr Leith and himself arrange an appointment with the appointed Solicitor, Barr Ellison, to discuss compiling a Heads of Terms agreement for the Parish Council to agree before forwarding to Cambridgeshire County Council. This proposal was seconded by Cllr Spenceley with all Councillors in agreement. Cllr Leith would be asked to arrange.

*-Cllr
Leith*

5.2 The Rouses Planning Application

The Chairman then reported that South Cambridgeshire District Council was currently minded to refuse the planning application on the basis that it is outside of the village framework.

Cllr Catherall expressed concern that the 'Save the Rouses' Group had been invited to attend a meeting with Cllr Cathcart, the Chairman and a District Council Planner. He asked on what basis they attended as this group was a small number of parishioners against the proposal when there were a lot of people in the village wanting development. Cllr Cathcart stated that as the elected South Cambridgeshire District Councillor he had arranged the meeting. He reminded Councillors that he was elected by a substantial number of people in the village and worked for them all. The Chairman added that he was invited to attend the meeting as the elected Chairman of the Parish Council Planning Committee to give the view of the Parish Council.

6. CORRESPONDENCE

6.1 Road Name –Land off The Causeway

The Address Service Manager, 3C Shared Service, had proposed that the new development be called either Edgar Hall Close or Saggars Close. The Parish Council was asked for any comments or objections.

It was noted that there was already a Saggars Close in the village which was a basis for objection. The name of Edgar Hall was unknown to Councillors. Suggestions were made with 'Robinson', in memory of resident Bill Robinson who had contributed a great deal to the village, being proposed by Cllr Catherall seconded by Cllr Freeman. Cllr Spenceley expressed concern about the choice of name. On a vote, with six councillors in support, it was agreed that the name 'Robinson' be put forward.

-Clerk

The Clerk to advise 3C Shared Services.

7. OPEN FORUM

7.1 The Rouses

A member of the 'Save the Rouses' Group was in attendance. She stated that the group acknowledged that there was support from the village for development of the land. The preference of the Group was for no building but they recognised that some development was an option.

8. PLANNING/TREE WORK APPLICATIONS

8.1 Planning Applications

8.1.1 Planning Ref S/2605/18/FL

122 North End –Two storey side, single storey rear extensions and porch
(Mr Luke Riley)

-Recommendation Support

8.1.2 Planning Ref S/2368/18/FL

Hill View Farm Shop, Chestnut Lane –Extension to existing farm shop
(Mr D Standen, EW Standen)

-Recommendation Support

8.1.3 Planning Ref S/2515/18/LB

The Grange, Old North Road –Removal of internal wall between kitchen and dining room
(J Galpin)

-Recommendation Support

8.1.4 Planning Ref S/2785/18/VC

The Cedars, South End –Variation of condition 2 (approved plans) of planning consent S/0331/15/FL for the erection of ten dwellings and garages following demolition of existing dwelling. Associated renovation of barn and removal of redundant and dilapidated outbuildings

(Mr T Joyce, Wood Oak Ltd)

The plans to make use of loft space were studied. Concern was raised over the use of the area and whether it would be an additional living area. It was agreed that a response to this application be referred to the extra planning meeting on the 22nd August. In the meantime the Clerk was asked to contact the Planning Officers and find out what the intended use of the roof space was for.

-Clerk

8.2 Tree Work

8.2.1 Planning Ref S/2903/18/TP 41 Brook Road –Crown lift and reduce 2 Lime trees

-No Comments to reply

8.3 Planning Decisions Advised by SCDC

There had been no decision notices received.

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that only four members of the working group were in attendance at the latest meeting so not a great deal of progress was made. The feedback from the consultant had been discussed. The next meeting towards the end of August 2018 was to look at progressing a grant application.

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

10.1 Wireless Station Section 106 Agreement

Cllr Spenceley reported that he had been carrying out some investigations and had a document relating to the Section 106 which he had sent to the South Cambridgeshire District Planning Officer, John Koch. He had queried why nothing had been done in relation to the requirement on the Planning Consent for a Green Travel Plan and the creation of a footpath.

10.2 Update on Local Development Plan

Cllr Cathcart reported that there was still no news from the Inspector on the Local Development Plan. It was hoped that a response to the latest consultation would have been received by now. He added that it had been six months since the submission.

10.3 Rail/Road Link Proposals

Cllr Cathcart reported that meetings had been arranged for Wednesday 25th July in Litlington and 26th July at the South Cambridgeshire District Council offices with a view to discuss the options, risks and benefits of alternative routes for the east/west corridor between Bedford and Cambridge. The Chairman had attended and circulated his notes to Councillors.

The Clerk advised that Cllr van de Ven was going to arrange local meetings for the proposals to be presented to parishioners. She had a brochure of the proposal which she would circulate to Councillors.

-Clerk

10.4 Elbourn Memorial Housing Trust Plans

Cllr Cathcart advised that the planning application, supported by the Parish Council, had been withdrawn. He added that it was likely to be resubmitted once the site had been investigated again. It was noted that this affordable housing was needed in the village.

11. DATE OF NEXT MEETING

22nd August 2018/4th September 2018

The meeting closed at 8.35 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Wednesday 22nd August 2018
at The Chapel Schoolroom, South End - 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Sams, Cllr Oakley, Cllr Leith, Cllr Dixon, Cllr Freeman, Cllr Geraghty, Cllr McNulty, Cllr Prentice
 District Cllr Cathcart
 Members of Public 0

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel and Cllr Spenceley

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. OPEN FORUM

There were no issues raised.

4. PLANNING/TREE WORK APPLICATIONS

4.1 Planning Applications

4.1.1 Planning Ref S/2846/18/FL

The Old Bakery, Brook Road –Single storey front extension
 (Mr & Mrs Shrimpton)

-Recommendation Support

4.1.2 Planning Ref S/2785/18/VC

The Cedars, 26 South End –Variation of condition 2 (approved plans) of planning consent S/0331/15/FL for the erection of ten dwellings and garages following demolition of existing dwelling. Association renovation of barn, and removal of redundant and dilapidated outbuildings

(Mr Tim Joyce)

As discussed at the last Planning meeting the Clerk had asked the planners for details of the proposed use of the loft space. There had been no response. The Chairman stated that the committee could work on the assumption that this would be an habitable room.

It was stated that this was a way to get the dwelling to have additional space which could result in a further burden on the High Street traffic.

-Recommendation No Recommendation

Concern would also be raised over the possible additional habitable space which could impact on the High Street traffic

4.2 Tree Work

4.2.1 Planning Ref S/3016/18/TC (for information only)

70 High Street –Removal of two dead trees

5. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

5.1 The Rouses

Cllr Cathcart reported that an extension in the consultation period had been agreed until mid October 2018. The applicant had agreed with this date. Cllr Leith advised that a meeting had been arranged with the Parish Council Solicitor on the 23rd August 2018 to discuss the compilation of a lease based on the Parish Council requirement. He would be attending with the Chairman and Cllr Catherall.

5.2 Local Development Plan

Cllr Cathcart advised that there was still no news on the Inspector's report which was expected by the end of August 2018. The concern was that there would be no Plan or it would be rejected in some way. If this was the case then the village would be wide open to speculative development. Another concern was that if a plan was not adopted by November 2018 then it would have to conform to the new NPPF.

6. DATE OF NEXT MEETING

4th September 2018.

The meeting closed at 7.30 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 4th September 2018
at The Limes, High Street - 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr Oakley, Cllr Leith,
 Cllr Ridsdale, Cllr McNulty
 District Cllr Cathcart

Members of Public 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty, Cllr Prentice, Cllr Catherall, Cllr Spenceley

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 7th August 2018

Minutes of the Planning Committee Meeting held on Tuesday 7th August 2018 were agreed a true record and signed by the Chairman following amendment to Item 2 to read –Cllr Ridsdale declared a non pecuniary interest under Item 6.1

3.2 Minutes of Planning Committee meeting 22nd August 2018

Minutes of the Planning Committee Meeting held on Wednesday 22nd August 2018 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 The Rouses Draft Lease

Cllr Leith reported that the Chairman, Cllr Catherall and himself had met with the Solicitor, Barr Ellison, to discuss a Heads of Terms document based on the Parish Council requirement. The Solicitor had given some pointers to the Councillors and agreed to prepare a draft. It was noted that all parties were aware that the Rouses planning application had been delayed but the Chairman stated that if the Parish Council had the draft Heads of Terms lease by the next planning meeting, on the 19th September, it would give time to get the document finalized by the Parish Council before a District Council planning meeting was held to consider the application.

*-Cllr
Leith*

Cllr Leith confirmed that he would urge the document and as soon as it was received would circulate to Councillors.

5. CORRESPONDENCE

5.1 Development at 73 High Street

The Chairman advised that he had been copied in on correspondence between County Highways and a resident about the surface of the entrance to the site. County Highways had assured the resident that the tarmacing would be done. The Chairman confirmed this had now taken place.

6. OPEN FORUM

There were no issues raised.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.2 Tree Work

There had been no planning or tree work applications received for consideration at this meeting. The Chairman had brought along the projector to show Councillors how it could be used to display plans at future meetings once a Parish Council laptop had been purchased.

7.3 Planning Decisions Advised by SCDC

7.3.1 Planning Ref S/2082/18/FL

Westfield Orchard, Old North Road –replacement of existing concrete outbuilding with metal store

-Permission Granted by District Council

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman thanked Cllr Sams and his wife for their work on a leaflet which was going to be circuited with the Village Voice for a preliminary summary of residents opinions. The working group had an idea already but wanted confirmation from the village.

The Chairman referred to the initial consultation with Mark Dees, Cambridgeshire ACRE, for which a report had been received. He asked for agreement of £400 expenditure once the invoice was received. This was agreed. There was a recommendation for further consultancy work which could either be with Cambridgeshire ACRE or elsewhere. The Chairman added that the information provided by Cambridgeshire ACRE so far was good and the feeling within the working group was that they should be involved in the next stage.

There was a grant available from 'Locality' which would cover the cost, 10 days x £400 =£4000, which would have to be applied for through the Parish Council name. On a proposal by Cllr Douglass, seconded by Cllr Freeman, it was agreed that the application could be made through Bassingbourn-cum-Kneesworth Parish Council. Cllr Sams added that expertise was needed to ensure the process was carried out correctly. An additional request of £500 would be added to the grant application, for this financial year, towards training/printing etc.

Cllr Sams also had the invoice for the leaflet printing which totaled £367.50. It was agreed that Mr Sams would be reimbursed. The payment would be included in the invoice list for the Parish Council meeting on the 19th September.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**9.1 Update on Local Development Plan**

The Chairman reported that the Planning Inspector had finally produced the report on the Local Development Plan which she agreed was sound with some modifications. South Cambridgeshire District Council would be holding a meeting later in the month to formally accept the Plan. This meant that any planning applications coming forward, which did not accord with the plan, the Planners would have good reasons to refuse. The framework of Bassingbourn-cum-Kneesworth was now very tightly defined. The Chairman stated that unfortunately the Rouses was not included as a local green space which meant that limited development may be approved as an exception site.

Cllr Cathcart reminded Councillors that this was a joint plan with Cambridge City and needed to be adopted by both. He added that the new NPPF guidelines would need to be conformed to but once the Plan was adopted there would be more certainty than there had been in last couple of years.

*-Cllr
Hallett*

9.2 Spring Lane fence

Cllr Freeman expressed concern over a fence which had been erected which he thought obstructed a Right Of Way. The Chairman agreed to take a look.

9.3 CALA Development site

The Chairman reported that concern had been expressed over a tree in the hedge of the site which had been removed. He had looked at the planning application and the tree did not have a TPO, and was not within the conservation area, so had been legally removed. The Chairman added that this was disappointing as the Tree Officer had stated that no work was needed to the tree.

10. DATE OF NEXT MEETING

Wednesday 19th September 2018

The meeting closed at 7.55 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Wednesday 26th September 2018
at The Limes, High Street - 7.20pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr Geraghty, Cllr Prentice, , Cllr McNulty,
 District Cllr Cathcart, County Cllr van de Ven

Members of Public 0

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Oakley, Cllr Hirtzel, Cllr Leith, Cllr Catherall, Cllr Ridsdale

2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**
 There were no declarations made.

3. **MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 19th September 2018

Minutes of the Planning Committee Meeting held on Wednesday 19th September 2018 were agreed a true record and signed by the Chairman

4. **MATTERS ARISING**

4.1 The Rouses Draft Lease

The Chairman advised of the current situation which was that the County Council had provided a draft lease and this was currently with the Parish Council Solicitor who was away on holiday until the 1st October. The Heads Of Terms had been forwarded to the County Council, as agreed at the last meeting, but the document would have crossed in the post. It was not known what the draft lease contained. Cllr Leith would be asked to look at the modifications on his return. The Chairman added that at least there was a degree of movement although tight.

It was originally thought that the planning application would go before the District Council Planning Committee on the 10th October but that was now looking unlikely. The position would not be confirmed until the agenda was posted the week before the meeting.

The Chairman then asked Councillors their view on the recommendation for the planning application if the lease was satisfactory. There was currently a holding objection. He advised that, assuming the Local Development Plan was adopted on the 27th September, the development would be outside the village framework and unless the application could be supported by other policies in the LDP it would be refused. There was a clause in SC7, Informal Open Space, which the Parish Council could use in support of the application if agreed. He explained that it was documented that the village currently had insufficient informal open space. With the open space from the Rouses agreement this would bring the amount to a satisfactory level. Cllr Freeman then proposed that if a satisfactory lease was obtained from Cambridgeshire County Council then the Parish Council should support the planning application. This was seconded by Cllr Dixon with seven Councillors in agreement. Cllr van de Ven advised that Cllr Cathcart had suggested a further deferral in the planning response deadline of one month which should be helpful. There were still conversations going over highway issues which needed to be resolved. There was also a reference in correspondence relating to some remedial works at the crossing point. She added that when the application did go before the Planning Committee she wanted to be there and would liaise with the Chairman and Cllr Cathcart as this was a unique situation. She asked to be copied in on all correspondence.

5. **CORRESPONDENCE**

5.1 Turnpike Nurseries

The Chairman reported that he had been contacted by a Developer interested to see what could be done on the site. He had advised of the situation with the Local Development Plan and told him about the Neighbourhood Plan which was in early stages. The Developer had then come back with a suggestion of light industrial units/ offices /6th Form College/Sports Facilities. It was agreed that the Chairman would respond stating that the parish was bound by South Cambridgeshire District Council policies for development outside the village framework.

**-Cllr
Hallett**

6. OPEN FORUM

There were no members of the public present.

7. PLANNING/TREE WORK APPLICATIONS7.1 Planning Applications7.1.1 Planning Ref S/3245/18/FL

Building 23, Bassingbourn Barracks –Installation of fire escape stairs and fire doors and blocking up window of Building 23

(Defence Infrastructure Organisation)

-Recommendation Support7.1.2 Planning Ref S/3422/18/FL

Bassingbourn Barracks, Old North Road –Construction of two storey auditorium building, single storey training building, demolition of Building 33 together with associated infrastructure, landscaping, drainage, highway and parking enhancements

(Defence Infrastructure Organisation)

Recommendation -Support7.2 Tree Work7.2.1 Planning Ref S/3626/18/TC (FOR INFORMATION ONLY)

Land to the rear of 70 High Street -5 day notice to remove 4 dead trees

7.3 Planning Decisions Advised by SCDC

There had been no decisions notified.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that there had been an enjoyable meeting on the 25th September where the initial questionnaire, which had been distributed with the Village Voice the website and through social media, had been discussed. There was still a lot of time to go until the end of the consultation period. The Chairman added that the main like about the village was the sense of community and, as expected, the main dislike was the traffic. The requirement for affordable housing was also prominent in the requests for the future.

The Chairman concluded that the Plan was progressing and was looking promising.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK9.1 Update on Local Development Plan

Cllr Cathcart reported that the Plan was scheduled to be adopted by South Cambridgeshire District Council at their meeting on the 27th September 2018. He added that it was seven years since the plan was first started and it was likely that there would be a debate about the slowness of the Inspector.

10. DATE OF NEXT MEETING

Tuesday 6th November 2018

The meeting closed at 7.55 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Wednesday 24th October 2018
at The Chapel Schoolroom, South End - 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr McInulty, Cllr Catherall, Cllr Spenceley, Cllr Leith
 District Cllr Cathcart,

Members of Public 0

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Oakley, Cllr Prentice

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

Cllr Freeman declared a non pecuniary interest under Item 4.1.1. Cllr Catherall declared a non pecuniary interest as the Councillor dealing with the planning application discussed under Item 4.1.3. All Councillors also declared a non pecuniary interest under Item 4.1.3 as members of the Parish Council (applicant).

3. OPEN FORUM

There were no issues raised.

4. PLANNING/TREE WORK APPLICATIONS

4.1 Planning Applications

4.1.1 Planning Ref S/3712/18LB

The Tower Museum, Bassingbourn Barracks –Replacement of the external escape stair.
 Replacement of a window
 (Mr C Murphy, Tower Museum)

Recommendation -Support

4.1.2 Planning Ref S/3428/18/FL

92 Old North Road –Change of use from 6 to 8 occupancy
 (Ms J Hawley)

A discussion took place on the commercial letting of the property and regulations relating to this. Cllr Spenceley advised that the neighbour had not been advised of the application and there was no notice displayed. This would be brought to the attention of the Planners.

-Clerk

Recommendation –No Recommendation

The Parish Council has been made aware that there was not a notice on display relating to the application. The neighbour had also not been advised.

4.1.3 Planning Ref S/3171/18/FL

War Memorial, The Cross, High Street –Installation of up to 54 no stainless steel plaques with a stainless steel plinth and bench
 (Bassingbourn Parish Council)

Cllr Catherall advised that there had been some confusion with the Planners over the proposal but that had been resolved.

Recommendation -Support

4.1.4 Planning Ref S/3568/18/LB

60 South End –Repairs to rear chimney stack and installation of wood burning stove & flue liner
 (Mr R Burrell)

Recommendation -Support

4.1.5 Planning Ref S/3569/18/PO

Land to the west of the Cemetery, The Causeway –Discharge of planning obligations
 (CALA Homes)

The Chairman explained the purpose of the application which was related to the obligation to provide affordable housing. Cllr Catherall stated that the Parish Council needed to make absolutely certain that the developer was not trying to get out of their obligation. Cllr Cathcart offered to speak to South Cambridgeshire District Council officers to ensure the affordable housing was secured for local people.

*-Cllr
 Cathcart*

-Recommendation –No Recommendation

4.1.6 Planning Ref S/3769/18/FL

33 The Fillance –Single storey rear extension and two storey side extension

(Mr K Underwood)

Recommendation –Support

4.1.7 Planning Ref S/3532/18/DC (For Information Only)

70 High Street –Discharge of condition 3 (Tree Protection), 4 (External Materials), 5(Hard and Soft Landscaping), 10 (Storage and Refuse) & 11 (Traffic Management)

(Mr D Cousins)

4.1.8 Planning Ref S/3713/18/DC (For Information Only)

New Dwelling 2 Poplar Farm Close –Discharge of Condition 6 (contamination and remediation) of planning consent S/1979/14/FL for erection of dwelling and associated infrastructure inc demolition of piggery –partial removal of the end bay of monopitched outbuilding (former piggery) and reinstatement of boundary wall

(Mr Worboys)

4.1.9 Planning Ref S/2133/18/FL –Additional Information

Land east of Spring Lane –Residential development to provide 30 dwellings with additional parking for Bassingbourn Surgery, including vehicular access off Spring Lane, pedestrian footpaths, public open space, drainage, landscaping and associated works

(Sarah Brind, Sanctuary Group)

The Chairman advised that there were 111 documents on the District Council website relating to this application. He had been through them and highlighted some of the changes. This additional information was not forwarded as a hard copy. . The Chairman suggested that comments be deferred until the next Planning Meeting and asked Councillors to look at the Plans on the District Council website, especially the amended design statement and drainage. The Clerk to ask for an extension in the consultation period to allow for this.

-Cllrs
-Clerk

4.2 Tree Work

4.2.1 Ref S/3740/18/TC (for information only)

The Hoops –Removal of two dead trees (Walnut & Ash)

4.2.2 Ref S/3734/18/TC

49 South End –Reduction of Beech and Silver Birch trees

There were no comments made.

5. AGREEMENT/AMENDMENT OF THE ROUSES LEASE

Cllr Leith had circuited the draft lease prior to the meeting. He advised that since the last meeting the revised lease had been passed to the County Council Solicitor after they had agreed the Heads of Terms prepared by the Parish Council Solicitor. Cllr Leith had been advised that a further review would be carried out and he should receive feedback in the next week. All agreed that this was a step in the right direction.

Cllr Cathcart reminded Councillors that at present there was an extension in the consultation period, for the planning application, until mid November 2018. He added that it might be necessary to extend this period again.

The Chairman thanked Cllr Leith for his work on this and urged Councillors to read through the draft lease and highlight anything they felt was not suitable.

-Cllrs

6. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

6.1 Tree Preservation Orders

Cllr Spenceley asked the process for a TPO. He was concerned over hardcore that had been put down at the rear of the new houses on the A1198 where there were trees which may need protecting. The Chairman suggested that an application would need to be made to the District Council Tree Officer who had a criteria. He added that a tree on Wellington Place may also meet the criteria for a TPO. The Tree Officer would probably welcome feedback from villages.

A discussion took place on a tree survey which was carried out on Parish Council owned trees in 2015. It was suggested that a full survey of the village could be undertaken.

This would be an agenda item at the next meeting for discussion and to agree a way forward.

7. DATE OF NEXT MEETING

Thursday 8th November 2018

The meeting closed at 8.40 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Thursday 8th November 2018
at The Chapel Schoolroom, South End - 7.45pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr Prentice, Cllr Oakley, Cllr Catherall, Cllr Hirtzel, Cllr Leith

Members of Public 1

1. **APOLOGIES FOR ABSENCE** Apologies were received from , Cllr Ridsdale, Cllr Woodhouse, Cllr Geraghty, Cllr McNulty, Cllr Spenceley, District Cllr Cathcart
2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**
Cllr Freeman declared a non pecuniary interest under Item 7.1.3, Cllr Catherall declared a non pecuniary interest under Item 7.1.2 and all Councillors under Item 7.1.5.
3. **MINUTES OF LAST MEETINGS**
 - 3.1 Minutes of Planning Committee meeting 26th September 2018
Minutes of the Planning Committee Meeting held on Wednesday 26th September 2018 were agreed a true record and signed by the Chairman
 - 3.1 Minutes of Planning Committee meeting 24th October 2018
Minutes of the Planning Committee Meeting held on Wednesday 24th October 2018 were agreed a true record and signed by the Chairman
4. **MATTERS ARISING**
 - 4.1 The Rouses Draft Lease
Cllr Leith advised that there was nothing further to report since the last update on the 24th October 2018. The draft was still with the Cambridgeshire County Council Solicitors. The Parish Council Solicitor was on leave and Cllr Leith would urge her to pursue a response on her return. The Chairman confirmed that it was still not known when the planning application was likely to go before the District Council Planning Committee. It was acknowledged that a signed lease needed to be in place before the application was considered.
5. **CORRESPONDENCE**
Correspondence received was discussed under agenda items.
6. **OPEN FORUM**
 - 6.1 Local Development Plan
Reference was made to the recently adopted Plan where it was indicated that there had been no change to the village envelope even though there had been developments outside the envelope agreed while there was not a Plan in place.
The Chairman explained that even though the development planning applications had been successful they were outside the village envelope and any further development outside this would only be allowed as an exception site. Points relating to the Neighbourhood Plan were then confirmed by the Chairman.
A discussion then took place on the green spaces approved by the Inspector. The Chairman advised that these were in the LDP documentation as local green space and protected amenity areas.
It was suggested that the Parish Council hold a presentation of the Local Development Plan which should include how the Neighbourhood Plan could contribute to the future of the village. The Chairman agreed that this could be something for 2019.
7. **PLANNING/TREE WORK APPLICATIONS**
 - 7.1 Planning Applications
 - 7.1 Planning
 - 7.1.1 Planning Ref S/3895/18/FL
26 Shedbury Lane –Construction of a single storey detached garage/studio (Mr N Flavell)
Recommendation -Support
 - 7.1.2 Planning Ref S/2133/18/FL –Additional Information
Land east of Spring Lane –Residential development to provide 30 dwellings with additional

parking for Bassingbourn Surgery, including vehicular access off Spring Lane, pedestrian footpaths, public open space, drainage, landscaping and associated works
(Sarah Brind, Sanctuary Group)

Recommendation –Object

-There had been no changes to address the 1 traffic issues with Spring Lane/High Street

-There was no new Section 106 Agreement to accompany the full planning application

-Concerns over deficiencies in the ecological report

7.1.3 Planning Ref S/2823/18/LB

34 High Street –General renovation of house as per pre-application advice. Replacement of bay windows –removal of inappropriate wall coatings (internal and external) and replacement with correct wall coatings –replacement of existing secondary glazing, addition of secondary glazing in one location –levelling of floors –increased insulation throughout –insulating coatings on walls, increased insulation in loft and below floors –movement of boiler, including addition of external flue –change of mains water inlet position –movement and screening of oil tank –replacement of late 20th century shed (including power and water provision) –widening of driveway entrance –improvement of foundation drainage throughout gravel drains –addition of gate in ‘undercroft’ to create enclosed space
(Stuart Dunlop)

The Clerk advised that she had not received any paperwork on this application from South Cambridgeshire District Council.

Recommendation –No Recommendation

7.1.4 Planning Ref S/1227/18/FL

36 South End –Demolition of existing caretakers home and erection of 4 dwellings and new access

(Mr D Holmes)

Recommendation –Object

-Concerns over trees

-The Developer would need to demonstrate that there was access onto public highway

7.1.5 Planning Ref S/3203/18/FL

14 South End -Demolition of existing Pavilion and build new structure to extended footprint granted under S/2998/15/FL

(Bassingbourn-cum-Kneesworth Parish Council)

Recommendation -Support

7.1.6 Planning Ref S/3974/18/FL

Demolition existing outbuilding to provide part single and part two storey rear/side extension
(Mr & Mrs Pemberton)

Recommendation -Support

7.2 Tree Work

7.2.1 Planning Ref S/3902/18/TC

Mill House, 33 Mill Lane – The proposal could not be downloaded from the South Cambridgeshire District Council website so Councillors agreed to rely on the Tree Officer’s decision.

7.2.2 Planning Ref S/4027/18/TC

33 South End –Crown reduction of Ash tree by up to 30%

No concerns were raised.

7.3 Planning Decisions Advised by SCDC

There had been no decisions notified.

8. TREE PRESERVATION ORDERS

Cllr Spenceley had raised this at the last meeting. The Chairman had investigated the criteria for the orders but this was not available. He added that the District Council Tree Officer would be able to advise. An application for a Tree Preservation Order (TPO) could be made by an individual or through the Parish Council. He had found a flow chart of the process which Cllr Leith agreed to pass on to Cllr Spenceley to pursue.

-Cllr Leith

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the Plan was still at the initial questionnaire phase. The working group was meeting on a monthly basis with their next meeting scheduled for the 26th November.

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

There were no issues raised.

11. DATE OF NEXT MEETING

Tuesday 20th November 2018

The meeting closed at 9.05 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 20th November 2018
at The Limes, High Street- 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr Oakley, Cllr Catherall, Cllr Geraghty, Cllr Ridsdale, Cllr Spenceley, Cllr McNulty

Members of Public 1

1. **APOLOGIES FOR ABSENCE** Apologies were received from , Cllr Leith, Cllr Prentice

2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**
There were no declarations made.

3. **MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 8th November 2018

Minutes of the Planning Committee Meeting held on Thursday 8th November 2018 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

4.1 The Rouses Draft Lease

Cllr Leith had circulated the draft lease to Councillors and in his absence had asked for three issues to be discussed. The first being the requirement to maintain boundaries had been expanded to include walls, fences, drains and soil pipe in a tidy and safe condition. The Chairman advised that he had walked around the perimeter of the site and it looked as if the majority of fences had been erected by the property owners of Knutsford Road and Spring Lane. These were therefore not currently the responsibility of Cambridgeshire County Council. The Parish Council would not want to take these on either. It was agreed that Cllr Leith be asked to advise the Parish Council Solicitor of this.

There was a requirement to erect a sign to indicate access to the land was permitted by consent of Cambridgeshire County Council and the Parish Council. Councillors agreed that this would not be a problem.

There was now a total prohibition on assigning, subletting and sharing occupation. The Chairman advised that there had been discussions with the Conservation group on them managing the land. It was not thought that this would be a problem but Councillors agreed that Cllr Leith check the position with the Solicitor.

In addition to the points highlighted by Cllr Leith the Chairman had also picked up some issues. There were two public Rights Of Way across the land. In the past the Parish Council had maintained these as part of an agreement with the County Council. They had since taken responsibility back. The Chairman suggested that Cllr Leith ask for the wording in the lease to be made clear who was responsible for the maintenance of the paths either the County Council as landlord and highway or Parish Council as tenant.

Infrastructure maintenance was another issue which was not referred to in the draft lease. There were power lines across the Rouses and the Chairman believed that there should be a right of access clause for maintenance.

Cllr Ridsdale raised a concern over Clause 14, Indemnity, which he felt should be tightened up.

Councillors agreed that all the points raised should be referred back to the Parish Council Solicitor via Cllr Leith.

The draft lease reserved the right of access to Clear Farm across the Rouses and there was concern that the access from Spring Lane across the Rouses might be used during construction work on the houses, The Conservation Group had previously expressed concern at the damage this would cause. Cllr Cathcart advised that it looked likely that the application would be going before the South Cambridgeshire District Council Planning Committee on the 12th December. The Chairman reminded Councillors that the next Planning committee was to be held on the 4th December, where there would be an agenda item, for Councillors to decide the position regarding the planning application and how to approach the response given at the District Council meeting. It was hoped that the lease would be in place before the meeting otherwise there would be no leverage. Alternatively, subject to District Council agreement, permission could be granted subject to a satisfactory signed lease.

-Cllr Leith

Cllr van de Ven referred to reference made to a condition supporting traffic control measures at the crossing. The Chairman advised that the only reference he had seen to anything relating to the crossing was a plan for a speed table which was on a map of the South End entrance to the site. There was also a reference to £10,000 contribution in the Section 106 application for the outline permission for the Spring Lane development but this was not included in the Section 106 recommendation for the full Planning consent application.

-Cllr Leith

Cllr Catherall concluded the conversation by proposing that Cllr Leith asked the Parish Council Solicitor her opinion on the position should the lease not be in place in time for the District Council Planning Meeting.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

6.1 Pavilion

Councillors were asked the current status of the Pavilion. The resident was advised that the planning application for a knock down and rebuild was currently out for consultation. The Parish Council had confirmed their support for the plans at the last Planning meeting.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1 Planning

7.1.1 Planning Ref S/4191/18/VC

Land to the west of the Cemetery, The Causeway, -Variation of condition 26 (construction of accesses and pedestrian link) of appeal decision APP/W0530/W/16/3164657 to planning permission S/1566/16/OL

(Mr Neil Farnsworth)

The Chairman advised that part of the application was to remove the footpath from the development to Elbourn Way play area. This path was already unofficially used and would be an advantage for children on the new estate to get through to Elbourn Way. The Chairman had prepared a drawing to show that there could be a path.

Recommendation –Object

-It is possible to maintain access through to the Elbourn Way play area –plan attached.

7.1.2 Planning Ref S/4137/18/FL f

16 Canberra Close –Pitched roof to garage and conversion

(Mr & Mrs Manning)

Recommendation –Support

7.2 Tree Work

There were no tree work applications for consideration.

7.3 Planning Decisions Advised by SCDC

7.3.1 Planning Ref S/3171/18/FL

War Memorial, The Cross, High Street Bassingbourn- Installation of up to 54 stainless steel plaques with stainless steel plinth and bench

-Planning Permission Granted by District Council

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the Grant application was currently with Cambridgeshire ACRE for checking. The questionnaire was in its final stages and would be completed at the December village market. The working group were to meet on the 26th November 2018.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

9.1 Proposal for more housing

Cllr Spenceley stated that he had read that the Mayor had a target to build 100,000 more homes above the adopted plan. He asked Cllr Cathcart how this affected the Local Development Plan. Cllr Cathcart replied that this number of homes would be fiercely resisted by South Cambridgeshire District Council. He reminded Councillors that the LDP Inspector had said on adoption that the Plan should be subject to early review adding that a review was not an opportunity to put a lot more housing in the district.

The Chairman advised that he thought the statement by the Mayor originated from the recent Cambridgeshire and Peterborough economic review where it was identified that there as a need for more housing.

9.2 Wireless Station

Clr Spenceley had circulated e-mail correspondence from the District Council Officer, John Koch, relating to the planning application and Chestnut Lane. He stated that Mr Koch was due to meet with County Highways.

10. DATE OF NEXT MEETING

Tuesday 4th December 2018

The meeting closed at 8.01 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 4th December 2018
at The Limes, High Street- 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Leith, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr Oakley, Cllr Catherall, Cllr Spenceley, Cllr McNulty
 District Cllr Cathcart
 Members of Public 5

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Sams, Cllr Prentice. Cllr Hirtzel, Cllr Ridsdale, Cllr Geraghty and County Cllr van de Ven.

2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**
 Cllr Douglass declared a non pecuniary interest under Item 7,12 and Cllr Catherall declared a non pecuniary interest under Item 7.1.8

3. **MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 20th November 2018

Minutes of the Planning Committee Meeting held on Tuesday 20th November 2018 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

4.1 The Rouses

4.1.1 Draft Lease

Following the last meeting Cllr Leith had been asked to follow up some questions and clarifications with the Parish Council Solicitor. A review of the draft lease had taken place and the document was now back with the County Council Solicitors who were adamant that they would not sign the lease until the planning consent had been granted.

4.1.2 Planning Application

The Chairman advised that the South Cambridgeshire District Council Planning Officer was minded to recommend refusal of the application. A report was not yet available on line to support the recommendations.

The planning application had been amended twice since originally considered by the Parish Council. Visibility splays had now satisfied County Highways and included in the plan was a raised table at the junction of South End and the High Street. A discussion took place on funding for some traffic calming being taken out of any Section 106 agreement if part of the planning application. Cllr Dixon advised that Cllr van de Ven had stated that she was applying for funding under a separate budget.

The Chairman then advised of the second amendment which was associated with drainage not addressed in the original application. There was now a plan for a pond which was located within the land offered to the Parish Council in the draft lease. There would also be a controlled discharge into the drain beyond the play area which would then go into the ditch on the recreation ground. These changes now made the offer of the land significantly different. A discussion took place on responsibility for the pond once the lease was signed.

The Chairman reminded Councilors that the application was to go before the District Council Planning Committee on the 12th December and he offered to represent the Parish Council at that meeting. Cllr Catherall also offered to attend.

Members of the public were invited to comment. Councilors were advised that the Rouses working group wanted to be guaranteed a water tight lease before the planning consent. As this was not now going to happen they were against any development on the site.

Councilors then took a vote on whether to support or object to the planning application. It was unanimously agreed to object. The Chairman and Cllr Catherall would prepare a response based on the considerations at this meeting and circulate to Councilors before presenting at the Planning Committee meeting on the 12th December.

*-Cllrs
Hallett &
Catherall*

5. CORRESPONDENCE

5.1 Section 106 Requirement -131 The Causeway

The South Cambridgeshire District Council Section 106 Officer, James Fisher, had asked the Parish Council for a list of projects in the village which could have a Section 106 contribution should the planning application be successful.

The Chairman explained that this proposal was for a second phase on the site. The first, on the old plastic factory site, had approval for 20 houses. This land was currently used as farm land. A discussion took place on the contribution headings. Cllr Spenceley stated that there should be a contribution towards the infrastructure as more development on The Causeway would result in more traffic on the village roads. It was stated that the traffic impact would be covered by other contributions.

After further discussion it was agreed that Mr Fisher be asked to meet with Councillors to discuss projects and the amounts of funding that could be requested. Clerk to arrange.

-Clerk

6. OPEN FORUM

There were no issues raised.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/4211/18/FL

153 The Causeway –Two storey rear extension and new windows to side elevation
(Mr R Jamieson)

Recommendation –No Recommendation

7.1.2 Planning Ref S/0103/18/CC

Bassingbourn Primary School –Erection of one 5-bay mobile classroom 15m x 8.1m to accommodate the after school club for a temporary period until 31st August 2023

There were no issues raised.

7.1.3 Planning Ref S/4194/18/FL

Tanus, Old North Road –Demolition of existing dwelling and outbuildings and construction of four semi detached dwellings

(Mr J Mannion)

Recommendation –Object

Distance of proposed properties from a village centre (Bassingbourn or Whaddon)

Outside the village framework

Highway Safety

7.1.4 Planning Ref S/3232/18/OL

Land to the rear of 131 The Causeway (2nd Phase) –Outline Planning Permission with all matters reserved except for access for the erection of 20 dwellings (Use Class C3) and associated works including access, car parking, cycle parking and landscaping.

(Mr & Mrs Parker and Wells)

Recommendation Object

Outside village framework

Concerns over access

The additional traffic would have an adverse effect on the already busy Causeway

7.1.5 Planning Ref S/4071/18/FL

Rear of 133 The Causeway -7 new dwellings (existing retained); altered access, access road, parking, landscaping, cycle stores, bin stores, garage to No 33

(Mr J Hanson)

Recommendation Object

Contrary to Policy S/ 11 –Infill village and Policy H/16 –Development of Residential

Gardens

7.1.6 Planning Ref S/4328/18/FL

80 High Street –Single Storey Front Extension

(Mr & Mrs Appleby)

Recommendation -Support

7.1.7 Planning Ref S./4356/18/FL

Low Farm Cottage, Brook Road - Proposed single storey rear extension to the existing house and conversion of existing garage with new extensions to form Annex

(A & R Steyn)

Recommendation Support

7.1.8 Planning Ref S/4462/18/FL

7 -13 The Causeway –Erection of 8 dwellings (under 1000 sqm) following demolition of 4

dwellings 7-13 The Causeway
(E W Pepper Ltd)

Recommendation –Object

Concerns over highway safety

Design of dwellings out of character with surrounding properties

7.2 Tree Work

7.2.1 Planning Ref S/4453/18/TC

35 Brook Road –Repollard of Willow tree

There were no concerns raised.

7.2.2 Planning Ref S/4491/18/TC

29 Brook Road –Fell Conifer and grind stump below ground level

(Mr P Howes)

There were no concerns raised.

7.3 Planning Decisions Advised by SCDC

7.3.1 Planning Ref S/218/18/LB

The Museum, Bassingbourn Barracks –replacement of the external stair, replacement of a window, bricking up of window on west elevation, replacement handrail, replacement door to ground floor east elevation, and re-painting of tower

-Planning Permission Granted by District Council

8. SECURITY OF DEVELOPMENT FOR LOCAL PEOPLE

Cllr Leith had asked for this item to be added to the agenda. He expressed his concern over affordable housing in the village stating that in other parts of the country there were requirements that there must be an association with the area to qualify. The Chairman explained that there were only two options which were through a Section 106 agreement and through a Neighbourhood Plan. Cllr Cathcart added that there could be development on an exception site outside the village framework, which was usually exclusively reserved for local people, and referred to the Windmill Close development. There was though the definition of ‘local’ which needed to be very specific. There was protection from a current South Cambridgeshire District Council policy that for any new build homes the first eight affordable dwellings were for local people.

After further discussion it was agreed that the Neighbourhood Plan working group would investigate a proposal to bring back to the Parish Council.

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the initial survey was about to close. It had taken longer than expected due to the slow response from parishioners. There would be one last push at the village market on the 8th December and then there would be a brief working group meeting on the 17th December to plan the next steps.

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK

10.1 East West Rail Link

Cllr Spenceley asked if there had been any more news regarding the planned route. The Chairman advised that at the recent Parish Council liaison meeting, at the South Cambridgeshire District Council offices, it had been reported that an announcement in early 2019 was expected. The District Council did not have a view on a preferred route.

10.2 Knutsford Road Scheme

Cllr Cathcart reminded Councillors that the houses built for the Papworth Trust had been empty for a number of years now. Discussions were currently taking place, centred around a similar facility. He added that this was a tragic waste of money.

10.3 Affordable Housing

Cllr Cathcart advised that the affordable housing on the CALA Causeway site was to be administered by the Bedford Pilgrims Housing Association but would be rented through Homelink in the Spring of 2019. Eligible people would need to be on the South Cambridgeshire District Council housing list.

10. DATE OF NEXT MEETING

Wednesday 9th January 2019

The meeting closed at 9.00 pm

Chairman _____

Date _____