

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 9<sup>th</sup> January 2019**  
**at The Limes, High Street- 7.30pm.**

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

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Freeman and County Cllr van de Ven.

2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**  
 Cllr Douglass and Cllr Dixon declared a non pecuniary interest under Item 7.1.2 as employees of the Primary School.

3. **MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 4<sup>th</sup> December 2018

Minutes of the Planning Committee Meeting held on Tuesday 4th December 2018 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

4.1 The Rouses Planning Application/Lease

The Chairman reported that the planning application had been withdrawn although it was likely to come back again during the discussions on the next Local Development Plan. Cllr Leith added that he had asked the Parish Council Solicitor to see if the lease could be progressed for signature so that it was in place should a planning application be successful in the future.

4.2 Section 106 Requirements -131 The Causeway

The Clerk to urge a meeting with James Fisher, the SCDC Section 106 Officer, as requested at the last meeting. She was aware that he had been away over the Christmas/New Year period. **-Clerk**

5. **CORRESPONDENCE**

Correspondence received was discussed under agenda items.

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 (Amendment)  
 (Mr R Jamieson)

***Recommendation -No comment***

7.1.2 Planning Ref S/0105/18/CC

Bassingbourn Primary School –Erection of a single storey rear extension to provide a four classroom extension with a practical room, toilet and cloak room facilities, extension to the front of the school, extension to the existing hard surface play area, extended car park, internal refurbishment and landscaping

It was agreed that the following comments should be relayed to Cambridgeshire County Council –

***A permeable surfaced car park extension, is requested. This had not been identified on the plans***

***Due to the increase in vehicle movements, with the extension to the school, a 20mph limit around the school should be implemented as there is already a traffic issue in this part of the village***

***Further solar energy should be investigated***

***Bollards, to prevent parking on the grassed area, to be installed***

7.1.3 Planning Ref S/4672/18/VC

The Cedars, 26 South End –Variation of condition 2 (approved plans) of planning consent S/0331/15/FL

(Mr T Joyce)

***Recommendation Object***

***There was insufficient information to see what the amendments were***

7.1.4 Planning Ref S/4659/18/NM (for information only)

122 North End –Non material amendment of planning permission S/2605/18/FL

(Mr L Riley)

7.2 Tree Work

There were no applications to consider.

7.3 Planning Decisions Advised by SCDC7.3.1 Planning Ref S/4137/18/FL

16 Canberra Close –Pitched roof to garage and conversion

***-Planning Permission Granted by District Council***

7.3.2 Planning Ref S/3422/18/FL

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

***-Planning Permission Granted by District Council***

7.3.3 Planning Ref S/4194/18/FL

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

***-Planning Permission Granted by District Council***

7.3.4 Planning Ref S/3895/18/FL

26 Shedbury Lane –Construction of a single storey detached garage/studio

***-Planning Permission Granted by District Council***

**8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the survey had been completed and data entry was now underway. Cllr Sams had applied for a grant which he confirmed was usually a 15 day turnaround. Once the outcome of the grant application was known another meeting of the working group would be set up to discuss the next stage.

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

Cllr Cathcart reported that the next Local Development Plan would focus more on ‘Natural Capital’ which had in the past been considered later in the Plan process. There would also be a requirement for a significant number of new dwellings. The whole process of the compilation of the draft Plan was likely to take between two-three years. Cllr Cathcart would keep Councillors updated.

**10. DATE OF NEXT MEETING**

Tuesday 22<sup>nd</sup> January 2019

**The meeting closed at 8.15 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 22<sup>nd</sup> January 2019**  
**at The Limes, High Street- 7.30pm.**

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

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Freeman, Cllr Catherall, Cllr Hirtzel, Cllr Prentice, Cllr Ridsdale and 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 4<sup>th</sup> December 2018

Minutes of the Planning Committee Meeting held on Wednesday 9<sup>th</sup> January 2019 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

4.Meeting with SCDC Section 106 Officer

The Chairman advised that a meeting had been arranged for the 30<sup>th</sup> January 2019 at 2pm, the venue to be confirmed. He would attend with Cllr Catherall and Leith.

-Cllrs  
Hallett &  
Leith

5. **CORRESPONDENCE**

Correspondence received was discussed under agenda items.

6. **OPEN FORUM**

6.1 Parishioner Statement

A parishioner read a statement expressing concern over a recent Planning meeting and the poor attitude and lack of interest of Councillors in some discussions. The Parishioner also referred to the amount of time that the Pavilion project was taking adding that there had been volunteers from the village willing to progress the refurbishment but there had been no action taken for over two years.

Councillors were urged to formalize the meeting procedures and take their positions as elected members seriously.

7. **PLANNING/TREE WORK APPLICATIONS**

7.1 Planning Applications

7.1.1Planning Ref S/4745/18/FL

2 Elbourn Way –Removal of existing rear conservatory and erection of new single storey side and rear extension  
 (Ms A Tompson)

**Recommendation –Support**

7.1.2 Planning Ref S/4433/18/OL (For information)

Garage site off Knutsford Road –Outline planning permission with all matters reserved except for access, layout and scale for the demolition of existing garages and development of 1 bungalow for SCDC ‘Self Build’ program

The Chairman advised that the deadline for responses had passed. He explained that the application was for the removal of 13 garages (seven rented six empty). There was one representation shown on the District Council website from a neighbour objecting to the loss of parking.

Cllr Cathcart expressed his concern over this application as it related to public land and all alternative uses of the land needed to be considered. There was a program of self build and this might be the best way forward. He advised that there was also a wider issue with the SCDC garage blocks and the District Council should be using a consolidated approach. Cllr Cathcart advised that he would speak with officers to make sure that they were following the correct process.

-Cllr  
Cathcart

7.1.3 Planning Ref S/4845/18/DC

Barns at Clear Farm, South End –Discharge of conditions 3 & 5 (Landscaping and Boundary Treatment) of planning application S/2363/16/FL –Erection of two dwellings

There were no comments made.

7.2 Tree Work

There were no applications to consider.

7.3 Planning Decisions Advised by SCDC7.3.1 Planning Ref S/4328/18/FL

80 High Street –Single storey front extension

**-Planning Permission Granted by District Council**

7.3.2 Planning Ref S/4356/18/FL

Low Farm Cottage, Brook Road –single storey rear extension to the existing house and conversion of existing garage with new extensions to form an Annexe

**-Planning Permission Granted by District Council**

**8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman circulated copies of the category survey results, which would be an article for the Village Voice, for Councillor information. He advised that people liked the retail and services, countryside and open space categories. They also liked the sense of community. The main dislikes were the traffic, too much development and not enough shops.

The Chairman thanked Cllr Sams for his work on the successful grant application of £4000 form Locality. The working group now needed to engage again with the Consultant.

The Village College answers had been noted separately as more students were in favour of sport and recreation facilities.

Cllr Douglass, the Parish Council Chairperson, thanked the working group for their input on the Plan so far.

**9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**9.1 East West Rail

Councillors had been invited by the Chief Executive of East West Rail to take part in a telephone consultation on the options for the new line. The Chairman had accepted the invitation for the 25<sup>th</sup> January and would report back at the next meeting. -Cllr  
Hallett

9.2 Chestnut Land Footpath

Cllr Spenceley advised that a Kneesworth resident had e-mailed the Planning Officer, John Koch, but to date had not received a response. He asked Cllr Cathcart to follow up which he agreed to do. -Cllr  
Cathcart

**10. DATE OF NEXT MEETING**

Tuesday 5th February 2019

**The meeting closed at 7.50 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 5th February 2019**  
**at The Limes, High Street- 7.55pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Leith, Cllr Dixon, Cllr Douglass, Cllr Sams, Cllr McNulty, Cllr Spenceley, Cllr Catherall, Cllr Ridsdale, Cllr Hirtzel, Cllr Freeman  
 District Cllr Cathcart, County Cllr van de Ven  
 Members of Public 0

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Oakley, Cllr Prentice and Cllr Geraghty

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 22<sup>nd</sup> January 2019

Minutes of the Planning Committee Meeting held on Tuesday 22<sup>nd</sup> January 2019 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

4.1 Meeting with SCDC Section 106 Officer

The Chairman, Cllr Catherall and Cllr Spenceley had met with James Fisher, the Section 106 officer. The Chairman advised that it had been a fairly good meeting where it was stressed that there should be better communication before any Section 106 issues were finalized. The existing Section 106 agreements were reviewed. Mr Fisher confirmed that Section 106 contributions were not paid towards traffic projects unless there was a direct consequence of the development. Mr Fisher had been made aware of the Parish Council communication with South Cambridgeshire District Council regarding the taking over of The Limes as a future project.

5. **CORRESPONDENCE**

5.1 East West Rail Consultation on Options

The Chairman reported that he had taken part in a telephone update about the consultation which was listen only so there was not the opportunity to ask questions. It was advised in the update that Parish Councils would be contacted directly about the proposals. The consultation on five options, three of them would affect Bassingbourn-cum-Kneesworth, opened on the 26<sup>th</sup> January and would close on the 11<sup>th</sup> March 2019. Details of the options were on the East West Rail website and there were also to be presentations made throughout the district. Bassingbourn Primary School would be a venue on the 16<sup>th</sup> February and Councillors were urged to attend this. The Chairman stated that until more information was known it would be difficult to prepare a Parish Council response.

Cllr van de Ven stated that it was really important for Councillors to be as inquisitive as possible. She suggested that the Parish Council demand that an East West Rail representative attend a meeting in the village as residents needed as much information as possible at this stage. It was agreed that the Clerk would contact East West Rail and arrange a meeting before the end of February as the next scheduled meeting was not until the 5<sup>th</sup> March.

*-Clerk*

Cllr Douglass suggested that the views of neighbouring Parish Councils be sought so that a joint approach to the consultation could be made. Cllr van de Ven advised the dates of the Whaddon and Meldreth Parish Council meetings which the Chairman would attend.

*-Cllr  
Hallett*

5.2 Garage Site Off Knutsford Road (Planning Ref S/4433/18/OL)

The Parish Council had been advised that the planning application was going to be considered by the District Council Planning Committee at their meeting on the 13<sup>th</sup> February 2019. It was noted that this showed that the District Council was taking aspects relating to their own properties seriously. Cllr Cathcart added that he had looked up the issue of consistency and that the District Council had demonstrated that alternative uses for the garage site had been considered.

5.3 Mud on The Causeway

The Chairman had received complaints from residents regarding the mud from the development at 131 The Causeway. He had checked the planning consent and contacted the District Council Enforcement Officer who agreed to investigate.

It was noted that the majority of the mud had now been removed. This would be monitored.

**6. OPEN FORUM**

There were no members of the public in attendance.

**7. PLANNING/TREE WORK APPLICATIONS**

7.1 Planning Applications

7.1.1 Planning Ref S/0258/19/FL

Land adj 28 North End

Detached 3 bed dwelling

(Mr & Mrs Rosher) The Chairman explained the position of the proposed dwelling adding that it was within the development framework. A discussion took place with concerns over the location and the proximity to a grade 1 listed building . opposite a scheduled monument and would impact the view from the Grade 1 listed Church

***Recommendation –Object***

***-The proposed dwelling would be next to Park Cottage which is a listed building***

***-Would also be opposite Bury Yard moated area which is a scheduled ancient monument***

***-Would have an impact of the view from the north of the Grade 1 listed Parish Church***

7.1.2 Planning Ref S/0314/19/NM (For information)

Land adjacent to The Belle, North End

Non material amendment of planning permission S/0961/17/FL for repositioning on site

(Alan Thornhill)

7.2 Tree Work

There were no applications to consider.

7.3 Planning Decisions Advised by SCDC

No decision notices had been received.

**8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the results of the initial survey were being shared in the latest Village Voice. Cambridgeshire ACRE had now started work on the next stage of the Plan and the next working group meeting would be held on the 18<sup>th</sup> February 2019.

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

9.1 New Houses on A1198

Clr Spenceley advised Councillors that there was an issue identified with the end windows of the five houses under construction. The windows had now been changed so that they did not overlook neighbouring properties.

**10. DATE OF NEXT MEETING**

Tuesday 5th March 2019

**The meeting closed at 8.45 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 5th March 2019**  
**at Bassingbourn Village College- 7.10pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Leith, Cllr Dixon, Cllr Douglass, Cllr Sams, Cllr McNulty, Cllr Spenceley, Cllr Catherall, Cllr Ridsdale, Cllr Hirtzel, Cllr Freeman, Cllr Oakley  
 District Cllr Cathcart, County Cllr van de Ven  
 Members of Public 5

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Geraghty and Cllr Prentice.
2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**  
 There were no declarations made.
3. **OPEN FORUM**
  - 3.1 Church Close Potential Development  
 Councillors had been asked at the previous Finance and General Purposes committee if they were aware of any proposal for development in the area. The Chairman advised that even though there was an adopted Local Development Plan in place South Cambridgeshire District Council were starting work on the next Plan. As part of the review a 'call for sites' was made. He explained the process adding that all over south Cambridgeshire landowners will be looking to submit their land for consideration. Cllr Cathcart added that just because the landowner had submitted land very few sites were actually given consideration.
4. **PLANNING/TREE WORK APPLICATIONS**
  - 4.1 Planning
    - 4.1.1 Planning Application Planning Ref S/0362/19/FL  
 14 Willmott Road –Ground floor extension and first floor rear extensions (Mr & Mrs Chilton)  
**-Recommendation Support**
    - 4.1.2 Planning Ref S/0408/19/FL  
 36 South End –Demolition of existing caretakers home and erection of 4 dwellings utilizing previously approved access on neighbouring site Ref S/0331/15/FUL (Mr Holmes)  
**-Recommendation No recommendation**
    - 4.1.3 Planning Ref S/0434/19/LD  
 11 Canberra Close –Certificate of lawful development for a proposed single storey side extension (Mr & Mrs Gallagher)  
**-No issues raised**
    - 4.1.4 Planning Ref S/0549/19/VC  
 Land adjacent to The Belle, North End –Variation of condition 2 (approved plans) pursuant to planning permission S/0961/17/FL (Mr A Thornhill)  
**-Recommendation Object**  
**Overlooking of neighbouring property**
    - 4.15 Planning Ref S/0475/19/FL  
 3 Clarkes Way –Single storey rear extension (Mr M Woodcock)  
**-Recommendation Support**
  - 4.2 Tree Work
    - 4.2.1 Planning Ref S/0696/19/TC  
 33 South End –Reduction to Beech hedgerow by 50%  
**There were no issues raised.**
    - 4.2.2 Planning Ref S/0589/19/TC  
 19 High Street –Removal of conifer tree in back garden  
**There were no issues raised.**
5. **DATE OF NEXT MEETING**  
 Tuesday 19th March 2019  
 The Chairman advised that ongoing planning issues would be carried forward to this meeting.

**The meeting closed at 7.45 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_



**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 19th March 2019**  
**at The Limes, High Street- 7.15pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Sams, Cllr Spenceley, Cllr Catherall, Cllr Freeman, Cllr Oakley  
 Members of Public 2

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Hirtzel, Cllr Prentice, Cllr Leith, Cllr McNulty, Cllr Dixon, Cllr Ridsdale, Cllr Geraghty, County Cllr van de Ven and District Cllr Cathcart.

2. **DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**  
 Cllr Catherall declared a non pecuniary interest under Item 7.1.1 as a tenant of the landowner.

3. **MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 5th March 2019

Minutes of the Planning Committee Meeting held on Tuesday 5th March 2019 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

4.1 East West Rail

The Chairman reported that the representation had been submitted to East West Rail. There was a copy on the village website and also in the Village Voice. There were some reasonable technical and economic reasons included to support that the Cambourne routes were the best. The Chairman thanked Cllr Hirtzel for attending the County Council Economy and Environment Committee meeting to present the Parish Council view however the County Council agreed that route A, through Bassingbourn, was the best option. There was a concern over the Committee Chairman who declared a non pecuniary interest in East West Rail. He stayed in the meeting and voted when it was felt he should have stepped down from the Chair for that item.

4.2 Mud on The Causeway

The Chairman had received a reply from the District Council Enforcement Officer regarding mud from the 131 The Causeway site. The officer advised that he had visited the site several times but the Chairman believed that the visit had been to the CALA site instead of 131. He would follow up with the Enforcement Officer.

*-Cllr  
Hallett*

5. **CORRESPONDENCE**

5.1 Request for Street Name Suggestion

The Clerk advised that she had received a letter from 3C Shared Services asking for suggestions for a street name for the CALA development. She had replied advising that the Parish Council had made the suggestion of Robinson Gardens in 2018.

6. **OPEN FORUM**

There were no issues raised.

7. **PLANNING/TREE WORK APPLICATIONS**

7.1 Planning

7.1.1 Planning Ref S/0649/19/FL

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

The Chairman advised that this was the third application for this site. It was noted that in the accompanying documentation the bat survey did not relate to the village. The traffic survey was also for 2011.

***Recommendation –Object***

***Inaccuracy of Bat survey and outdated traffic survey***

7.1.2 Planning Ref S/0685/19/FL

Land to the rear of 5& 7 Spring Lane –Demolition of existing steel framed corrugated iron dutch barn and proposed 5 dwellings (D&S Cousans +E&R Purdy)

***Recommendation –No Recommendation***

### 7.1.3 Planning Ref S/0905/19/RM

Land east of Spring Lane –Reserved matters application for approval of appearance, landscaping, layout and scale following outline planning permission S/1745/16/OL for 30 dwellings and associated garages, additional parking for Bassingbourn Surgery including vehicular access, pedestrian links, public open space, drainage, landscaping and associated works

(Mr C Farningham)

#### **Recommendation –Object**

*-The layout and design of the site entrance is incompatible with the location and fails to take advantage of the detention basin as a positive design feature (District Design Guide SPD)*

*-The tree survey has only changed in one minor respect since 2016 (one tree has fallen) and there is insufficient information to demonstrate compliance with policy SC/2*

*-The sustainability statement states that heating will be by high efficiency gas boilers but there is no mains gas in Bassingbourn and the drawings do not show LPG storage (non-compliance with policy CC/3)*

*-Drawings show a footway on one side of the access road only but in the interests of highway safety it is recommended that the footway should be provided on both sides of the road-The traffic survey is considered to be out-of-date as traffic volumes have increased, particularly with the return to use of Bassingbourn Barracks*

*-There is no provision in the public open space for a community orchard (policy SC/7)*

*- Since older children would be expected to visit the Willmott Recreation Ground only 250 metres away, the provision of an on-site play area would be better established for younger children as a LAP rather than for older children as a LEAP (policy SC/7)*

### 7.1.4 Planning Ref S/3049/18/DC

Land adj The Causeway –Discharge of conditions 11 (Surface Water Drainage) and 22 (Site Management) of planning permission S/1566/16/OL

(Mr N Farnsworth)

There were no comments to make.

## 7.2 Tree Work Applications

### 7.2.1 Planning Ref S/0838/19/TC

The Coach House, 9A Mill Lane – 2 Common Horse Chestnut Crown reduction and Fell

There were no comments to make

### 7.2.2 Planning Ref S/0902/19/TP

37 Spring Lane –Various Tree Work

There were no comments to make.

## 7.3 Planning Decisions notified by District Council

### 7.3.1 Planning Ref S/4745/18/FL

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

**-Planning Permission granted by District Council**

### 7.3.2 Planning Ref S/4433/18/OL

Garage site off Knutsford Road –outline permission for the demolition of existing garages and development of 1 bungalow for SCDS ‘Self-Build’ programme.

**-Planning Permission granted by District Council**

## **8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the working group had met but due to the East West Rail consultation, which overshadowed the meeting, there was not a lot of progress. This was only likely to hold the process up by a few weeks.

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

### 9.1 SCDC Planning Forum

The Chairman reported that he had attended the Forum where it was advised that officers had started work on the next Local Development Plan and a call for sites was in progress. This would end on the 26<sup>th</sup> March 2019 and later in the year the Parish Council should have an idea of the sites in the village put forward. He added that not all sites put forward were picked.

### 9.2 New Houses on A1198

Cllr Spenceley reported that he had visited the five houses in the process of being built following car parking concerns. There was now going to be visitor parking where the three

garages had been.

**10. DATE OF NEXT MEETING**  
Tuesday 2nd April 2019

**The meeting closed at 8.30 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 2nd April 2019**  
**at The Limes, High Street- 7.40pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Sams, Cllr Spenceley, Cllr Freeman, Cllr Oakley, Cllr White, Cllr Dixon, Cllr Leith, Cllr Ridsdale  
 County Cllr van de Ven  
 Members of Public 1

1. **APOLOGIES FOR ABSENCE** Apologies were received from Cllr Hirtzel, Cllr Prentice, Cllr Geraghty, and District Cllr Cathcart.

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 February 2019

Minutes of the Planning Committee Meeting held on Tuesday 5th February 2019 were agreed a true record and signed by the Chairman.

3.1 Minutes of Planning Committee meeting 19<sup>th</sup> March 2019

Minutes of the Planning Committee Meeting held on Tuesday 19<sup>th</sup> March 2019 were agreed a true record and signed by the Chairman.

4. **MATTERS ARISING**

There were no Matters Arising identified.

5. **CORRESPONDENCE**

5.1 Request for Street Name Suggestion

The Clerk referred to the request for a street name notified at the last meeting. It had now been confirmed that a recommendation was requested for the housing at the rear of 131 The Causeway.

Five suggestions were put forward by Councillors. The Chairman asked for a show of hands for each suggestion with Appletree Row being the most favoured. The Chairman advised that he had made some investigations and there was no other road with this name in the UK.

The Clerk to advise South Cambridgeshire District Council of the recommendation.

*-Clerk*

6. **OPEN FORUM**

6.1 SCDC Call for sites

Cllr van de Ven advised that she had just obtained permission to notify the Parish Council of the sites identified by Cambridgeshire County Council for consideration. There were four sites, The Rouses, a site south of the Village College, a site on The Causeway opposite Orchard Close and a site off Old North Road near Tudor Court. She added that there was also a very large site in Whaddon. Cllr van de Ven would forward details to Councillors.

Cllr van de Ven then advised that she had followed up the concern over the conflict of interest of the Committee Chairman during the East West Rail debate. The Chairman added that he had looked at the Cambridgeshire County Council Code and the interest should have been declared.

The Chairman thanked Cllr van de Ven for her update.

7. **PLANNING/TREE WORK APPLICATIONS**

7.1 Planning

7.1.1 Planning Ref S/0331/15/FL

36 South End –Demolition of existing caretakers home and erecting with 4 dwellings utilizing previously approved access on neighbouring site Ref S/0331/15/FL

Revised plans and arboricultural implications assessment and method statement received 10/3/19

***Recommendation –Approve***

7.2 Tree Work Applications

7.2.1 Planning Ref S/1063/19/TC

The Coach House, 9A Mill Lane – 2 Common Horse Chestnut Crown reduction and Fell

This application was considered at the Planning meeting held on the 19<sup>th</sup> March 2019. There

were no further comments.

**8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman advised that the next working group meeting would be held on Monday 8<sup>th</sup> April 2019.

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

There were not issues raised.

**10. DATE OF NEXT MEETING**

Tuesday 7th May 2019

**The meeting closed at 8.02 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Wednesday 24<sup>th</sup> April 2019**  
**at The Limes, High Street - 7.10pm.**

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

Members of Public 0

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Hirtzel,

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. OPEN FORUM**

There were no issues raised.

**4. PLANNING/TREE WORK APPLICATIONS**

4.1 Planning Applications

4.1.1 Planning Ref S/0967/19/LB

Brook Orchard Farm, Brook Road –Workshop rear extension

(Mr N Howard)

***Recommendation -Support***

4.1.2 Planning Ref S/0888/19/FL

42 Cambridge Crescent –Single storey rear extension

(Mr & Mrs Keeble)

***Recommendation –Support***

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

5.1 North End Horse Chestnut Tree

Cllr Douglass reported that she had been advised that one of the Horse Chestnut trees on the verge by the Church had outgrown the tree guard so this needed to be removed. As the tree was on County Council land Cllr Douglass would report on the County Council website.

*-Cllr  
Douglass*

5.2 Knutsford Road Cherry Tree

There was a tree on Knutsford road which appeared to be half dead. This was on District Council land. The Chairman advised that he had reported that tree, around three months ago, to District Cllr Cathcart and asked him to follow up. He added that it was probably time to chase again.

**6. DATE OF NEXT MEETING**

Tuesday 7<sup>th</sup> May 2019

**The meeting closed at 7.25 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 7<sup>th</sup> May 2019**  
**at The Limes, High Street - 7.20pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Douglass, Cllr Freeman, , Cllr Spenceley, Cllr Ridsdale, Cllr Hirtzel

District Cllr Cathcart, County Cllr van de Ven  
 Members of Public 0

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Dixon, Cllr Prentice, Cllr Oakley, Cllr White, Cllr Geraghty

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

Cllr Hirtzel declared a Pecuniary interest under Item 7.1.2 as the applicant.

**3. MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 2<sup>nd</sup> April 2019

Minutes of the Planning Committee Meeting held on Tuesday 2<sup>nd</sup> April 2019 were agreed a true record and signed by the Chairman.

3.1 Minutes of Planning Committee meeting 24<sup>th</sup> April 2019

Minutes of the Planning Committee Meeting held on Wednesday 24<sup>th</sup> April 2019 were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 Knutsford Road Tree

Cllr Cathcart reported that he had spoken to the District Council about the condition of the tree and they were looking for a replacement. This might be similar to the Cherry tree on the opposite side of the road. Cllr Douglass would let the resident know.

*-Cllr  
Douglass*

**5. CORRESPONDENCE**

5.1 Spring Lane Development

The Chairman reported that a resident was under the impression that the building was going to start in June 2019. The Chairman had advised that this was unlikely as the planning consent for the site had not yet been given. He had provided the resident with the link to the District Council website.

**6. OPEN FORUM**

There were no issues raised.

**7. PLANNING/TREE WORK APPLICATIONS**

7.1 Planning Applications

7.1.1 Planning Ref S/1141/19/FL

Land adj to 56 High Street and on the west side of Spring Lane –Proposals for 4 affordable homes for consideration and suitability as the off-site provision of affordable homes related to the Planning Approval ref S/0331/15/FL for ten dwellings at 26 South End (The Trustees of the Elbourn Memorial Housing Trust)

A discussion on the previous application for the site, which was withdrawn, took place

***Recommendation -Support***

7.1.2 Planning Ref S/1298/19/LB & S/1297/19/FL

1 North End –Removal and replacement of existing conservatory, creation of an enclosed porch and continue roof deck over existing bay window to north elevation (Mr & Mrs Hirtzel)

Cllr Hirtzel advised Councillors that the proposed work was necessary as the building was falling down.

She then left the meeting while the application was discussed.

***Recommendation -Support***

7.1.3 Planning Ref S/1274/19/FL

40 Elbourn Way –Single storey rear extension replacing existing conservatory (Mr & Mrs Crafter)

***Recommendation - Support*****8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the working group had met on the 1<sup>st</sup> May 2019. Two reports had now been received from Cambridgeshire ACRE and it was hoped that the Pop Up would be at the village Mayhem event at the end of May 2019 if there were enough people to man it.

**9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK****9.1 The Belle Development**

Cllr Sams reported that building work had started again on the site. Cllr Cathcart advised that he was alerted by residents and had taken this up with the Planning Officers. He was advised that the District Council did not have any major issues but he had reminded them that the original Planning Officer negotiated having the properties set back. The revised planning application ignored that. Cllr Cathcart confirmed that the Planning Officer was going to take another look at the situation.

**9.2 The Rouses**

Cllr van de Ven referred to her report at the Annual Parish Meeting where she raised the issue of the District Council call for sites and the submission by Cambridgeshire County Council of The Rouses land. She asked if the Parish Council wanted to approach the County Council to see if they would progress the more modest proposal previously put forward. Without the request from the Parish Council it was highly unlikely that the proposal would come back again.

A discussion took place on the work that went into the last proposal and the preparation of a draft lease which the County Council would not agree to without planning consent.

It was agreed that The Rouses would be put on the agenda for the Planning meeting on the 4<sup>th</sup> June 2019 where paperwork relating to the proposal would be available. Cllr van de Ven would also find out the situation with Cambridgeshire County Council.

*-Cllr van  
de Ven*

**9.3 Development behind 131 The Causeway**

Cllr Ridsdale expressed concern over a huge flag erected on the site which could cause a distraction. He asked if planning consent was needed for the flag. The Chairman agreed to investigate and referred to a booklet which outlined permissions which he had forwarded to Cllr Leith to follow up a query in Kneesworth. He agreed to copy to all Councillors.

*-Cllr  
Hallett*

It was noted that there were unauthorised signs on lighting columns and signposts advertising the CALA development on the The Causeway. Cllr van de Ven urged that these be reported on the County Council website.

**9.4 Link to Planning Applications**

Prior to the meeting the Chairman had circulated details of the planning applications with a link to them individually on the District Council website. Councillors agreed that the link was very useful and suggested that the links be included on the meeting agenda in future. Cllr Douglass added that, by making the process as easy as possible, it helped people to become engaged.

**6. DATE OF NEXT MEETING**

Tuesday 4th June 2019

**The meeting closed at 8.10 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_



**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 21<sup>st</sup> May 2019**  
**at The Limes, High Street - 7.15pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr White, Cllr Geraghty, Cllr Dixon, Cllr Prentice Cllr Catherall  
 District Cllr Cathcart, County Cllr van de Ven  
 Members of Public 4

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Oakley, Cllr Hirtzel, Cllr Spenceley, Cllr Sams, Cllr Oakley, Cllr Freeman

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 7th May 2019

Minutes of the Planning Committee Meeting held on Tuesday 7th May 2019 were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 Knutsford Road Tree

Cllr Cathcart reiterated his update from the previous meeting. He added that this was an important tree in a prominent position and the District Council should plant a mature specimen.

**5. CORRESPONDENCE**

5.1 Concerns over Elbourn Way development

A resident had seen someone measuring the land to the north of Elbourn Way and asked if there were plans to build houses there. The resident also expressed concern over parking near the newly built houses on the corner of Elbourn Way. It was felt that the parked cars were a hazard.

The Chairman reminded Councilors that this land had been submitted previously in the SCDC Call For Sites, where it was rejected, and suspected that it had been submitted for consideration again. There was no application for building work at this time.

It was noted that there were a lot of vehicles parked on Elbourn Way which were believed to belong to the builders working on the CALA homes development. Once the building was complete it was hoped that this would reduce. The Clerk to reply to the resident.

*-Clerk*

**6. OPEN FORUM**

6.1 Bassingbourn Barracks Ski Slope Access.

The committee was asked if they had any knowledge of a planning application from the Barracks to resite the North Gate to allow the public to visit the Museum and to enable the angling club back in. Concern was raised over the condition in the Ski Slope planning application that a liaison group must be set up with the village before any works commenced. The Chairman advised that this was the first that he had heard of any action relating to the Ski Slope. The Parish Council had not been approached about a liaison group and it had not seen anything to say that the planning conditions had been discharged.

Cllr van de Ven advised that she had been speaking with the Lieutenant Colonel at the Barracks who she had built a very good relationship with. He had advised that access through the main entrance would not be allowed for vehicles as the Barracks was now a higher security level than previously. The access security through the Guise Lane entrance was questioned.

Whilst in the meeting Cllr van de Ven contacted the Lieutenant Colonel who confirmed that the change to the north gate was in relation to the refurbishment within the camp and the provision to allow heavy lorries onto the site. With regard to the Guise Lane entrance there would be no security there as it was outside the main wire.

6.2 Village Boundaries

It was stated that when the Local Development Plan was adopted there was no update to the village boundaries. It was suggested at the time, and again at this meeting, that there should be

a proper presentation to the village especially now the East West Rail route, and the development sites put forward for the next plan would also have an impact.

The Chairman stated that the Parish Council did not know the outcome of the East West Rail consultation or which sites in the village the District Council might choose for development. He added that the information on the sites may be made available in the Summer and there would be a consultation. Cllr van de Ven added that there was a page on the South Cambridgeshire District Council website where all the information on the sites would be posted once released.

## 7 PLANNING/TREE WORK APPLICATIONS

### 7.1 Planning Applications

#### 7.1.1 Planning Ref S/1424/19/FL

Land west of 131 The Causeway –Introduction of a new vehicular and pedestrian access (Bassingbourn Properties Ltd)

It was noted that the District Council was trying to encourage walking, cycling and public transport. Anyone wanting to leave the development and walk towards Kneesworth will have to cross the road twice going from the eastern side to the western side and then back again. The bus stop is just to the east (outside 137) so anyone wanting to use the bus must cross the access road twice. A footway on both sides

#### ***Recommendation –Object***

***A footway on both sides of the road is required as anyone wanting to leave the development and walk towards Kneesworth will have to cross the road twice going from the eastern side to the western side and then back again. The bus stop is just to the east (outside 137) so anyone wanting to use the bus must cross the access road twice.***

***South Cambridgeshire District Council is also trying to encourage walking, cycling and public transport. (local plan policies S/2, HQ/1 and TI/2)***

### 7.2 Tree Work

#### 7.2.1 Planning Ref S/1713/19TC

11 Brook Road –Fell Maple to ground

It was believed that the removal of the tree had already happened.

## 8. THE ROUSES (SCDC CALL FOR SITES)

Cllr van de Ven reported that she had spoken to the County Estates Officer to see if there was any opportunity to re-open the planning application. He advised that as the application had been withdrawn it would have to be resubmitted. She suggested that she could go to the CIN Committee Chair to find out the position with the tentative enquiry. Councillors agreed that Cllr van de Ven approach the CIN Chair and would report back at the next meeting.

-Cllr van  
de Ven

## 9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the working group hoped to be at the Mayhem event. There were only three people available as a lot of people were away. The next meeting of the working group would be held on the 10<sup>th</sup> June 2019.

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

There were no issues raised.

## 11. DATE OF NEXT MEETING

Tuesday 4th June 2019

**The meeting closed at 8.00 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 4th June 2019**  
**at The Limes, High Street - 7.55pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr White, Cllr Oakley, Cllr Sams, Cllr Freeman, Cllr Catherall, Cllr Hodge  
 District Cllr Cathcart,  
 Members of Public 2

**1. ELECTION OF CHAIRMAN**

The Parish Council Chairperson, Cllr Douglass opened the meeting and asked for nominations for Chairman. Cllr Freeman proposed Cllr Hallett which was seconded by Cllr Douglass. There were no other nominations. Cllr Hallett accepted the position for this year but added that as this was his sixth year as Planning Chairman he would like someone else to take over in 2020.

**2. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Hirtzel, Cllr Spenceley, Cllr Geraghty, Cllr Ridsdale

**3. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**4. MINUTES OF LAST MEETINGS**

4.1 Minutes of Planning Committee meeting 21st May 2019

Minutes of the Planning Committee Meeting held on Tuesday 21<sup>st</sup> May 2019 were agreed a true record and signed by the Chairman.

**5. MATTERS ARISING**

5.1 Knutford Road Tree

Cllr Cathcart reported that South Cambridgeshire District Council were to remove the tree on the 12<sup>th</sup> June. The officers were to consider a replacement which would be planted in the Autumn. He reminded Councillors that in the past there had been a village Tree Warden and suggested that this be revisited by the Parish Council. Cllr Catherall added that a Tree and Footpaths Warden could be a possibility. It was agreed that this would be discussed at the next Recreation Ground committee meeting.

**6. REVIEW OF COMMITTEE TERMS OF REFERENCE**

The Chairman had circulated a draft which Councillors agreed. Cllr Hodge queried the inclusion of non Councillors as committee members and their voting rights. The Chairman referred to the LGA 1972 s102 and confirmed that there were no voting rights.

**7. CORRESPONDENCE**

7.1 Windmill Close Parking

Concerns were raised by residents over parking which made it difficult for residents to get in and out of their driveways. Residents were trying to gain support for double yellow lines and Councillors were asked for their support.

The Chairman suggested that contractors from the CALA site could be parking there whilst the building work was taking place. This should ease once the development was finished.

Councillors were advised that CALA were paying for parking at another site on The Causeway. -Clerk

**8. OPEN FORUM**

8.1 Parking on Elbourn Way

As reported under correspondence the contractors were also parking in Elbourn Way. Two residents in attendance added that there was also a problem with residents parking which resulted in some cases to the blocking of driveways and parking on the corners. The residents had spoken to some drivers who had been helpful but others had not. The Chairman stated that there was very little the Parish Council could do as the road was unregulated adding that as part of the planning consent for the development there had to be off street parking.

A discussion took place on vehicles ownership and it was believed that the vehicles involved were either from the new rented properties on Elbourn Way or contractor vehicles.

After discussion it was agreed that the Parish Council would contact CALA to try and encourage contractors to park on site. It was also suggested that residents contact the Letting Agent for the rented properties to see if they could help. The Chairman stated that if the residents did not get any satisfaction there then invited them to come back to the Parish Council for them to follow up.

## 9. PLANNING/TREE WORK APPLICATIONS

### 9.1 Planning Applications

#### 9.1.1 Planning Ref S/1754/19/fl

133 The Causeway- 4 new dwellings (existing retained) altered access;access road;parking; landscaping;cycle stores;bin stores; garage to No 133  
(Mr J Hanson, Hanson Services)

#### **Recommendation –Object**

**-Although in village framework the policy for Kneesworth is infill only for up to 2 houses**

**-Would be back garden development**

**-Absence of a tree survey –developer declared that there was no trees on site but there clearly is**

**-Access too close to Orchard Close and the entrance to the new development at 131 The Causeway.**

#### 9.1.2 Planning Ref S/1815/19/VC

Land located to the north of 131 The Causeway –variation to condition 10 (services Routes), 11 (Contamination/SI Report) and 22 (Traffic Management Plan) of planning permission S/1199/13/OL

(Taylor French Developments Ltd)

#### **Recommendation –No Recommendation**

#### 9.1.3 Planning Ref S/1825/19/LB

12 High Street –Replacement of modern sash windows with traditional sash windows

(Nic Telford-Reed)

#### **Recommendation -Support**

### 9.2 Tree Work

There were no applications to consider.

## 10. THE ROUSES (SCDC CALL FOR SITES)

The Chairman reported that Cllr van de Ven had advised that she had contacted the ?? as agreed at the last meeting but to date she had not received a response.

-Cllr van  
de Ven

## 11. NEIGHBOURHOOD PLAN UPDATE

There ‘pop-up’ was at the recent Mayhem event. The Chairman stated that it was very useful that the working group made their presence again. He added that at this stage in the process it wasn’t really necessary to sign up more people but there had been five more offers of help for the working group. The next meeting was to be held on the ??

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

### 12.1

Cllr Douglass reported that she had a phone call from Martin Middleton, representing the Ski Slope. He advised that they were now ready to form a liaison ‘monitoring’ group with the village. She would ask Mr Middleton to officially put this in writing to the Parish Council to progress.

## 13. DATE OF NEXT MEETING

Tuesday 2nd July 2019

**The meeting closed at 8.35 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Thursday 26<sup>th</sup> June 2019**  
**at The Chapel, South End - 7.10pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Dixon, Cllr Douglass, Cllr Freeman, Cllr Geraghty  
 Members of Public 0

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr White, Cllr Catherall, Cllr Ridsdale, Cllr Spenceley, Cllr Leith, Cllr Prentice

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. OPEN FORUM**

There were no members of the public in attendance.

**4. PLANNING/TREE WORK APPLICATIONS**

4.1 Planning Applications

4.1.1 Planning Ref S/0905/19/RM

Land East Of Spring Lane -Reserved matters application for the approval of appearance, landscaping, layout and scale following outline planning permission S/1745/16/OL for 30 dwellings and associated garages, additional parking for Bassingbourn Surgery including vehicular access, pedestrian links, public open space, drainage, landscaping and associated works.

The Chairman reminded the committee that there was already outline planning consent for the site, The Reserved Matters application had been considered before and the application was now back with amendments. He read these to Councillors. The District Council Planning Officer had advised that the application was going to be determined by Officers unless the Parish Council ask for the plans to go before the SCDC Planning Committee.

After discussion it was agreed that there was nothing further that the Parish Council could do. The objections made in the original application stood. There would be no point in asking for the application to go before the Planning Committee as the request would need to be supported.

Clerk to advise the Officer.

*-Clerk*

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

51 SCDC Tree Warden Event

Cllr Freeman advised that he had arranged to attend the Tree Warden event in Papworth Village Hall on the 25<sup>th</sup> June 2019.

**6. DATE OF NEXT MEETING**

Tuesday 2nd July 2019

**The meeting closed at 7.31 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 2nd July 2019**  
**at The Limes, High Street - 7.25pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Sams, Cllr Freeman, Cllr Catherall, Cllr Hodge, Cllr Hirtzel, Cllr Spenceley  
 District Cllr Cathcart,  
 Members of Public 7

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Oakley, Cllr Dixon, Cllr Prentice Cllr Geraghty, County Cllr van de Ven

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 4th June 2019

Minutes of the Planning Committee Meeting held on Tuesday 4th June 2019 were agreed a true record and signed by the Chairman.

3.2 Minutes of Planning Committee meeting 20th June 2019

Minutes of the Planning Committee Meeting held on Wednesday 20<sup>th</sup> June 2019 were agreed a true record and signed by the Chairman

**4. MATTERS ARISING**

4.1 Knutsford Road Tree

Cllr Cathcart reported that the tree had now been removed and a replacement would be planted in the Autumn.

4.2 Planning Application S/4191/18/VC (from 20 November 2018 meeting)

The Chairman reminded Councilors that the original application showed a footpath from the CALA Homes site through to Elbourn Way play area. The developers then amended the plan as they stated they did not think they could acquire the land. The Parish Council objected to the amendment and identified a way through. It was now seven months since that last application and South Cambridgeshire District Council had not made a decision. CALA were now getting close to building the house in the corner and if this went ahead there would not be room to put the footpath in. The Chairman had spoken to the site Manager and Cllr Cathcart was following up with the SCDC Planners. The Chairman stated that the absence of a decision could be raised as a complaint. Cllr Cathcart added that all parties seemed to agree that a footpath would be highly desirable. The Chairman and Cllr Cathcart to investigate further.

*-Cllrs  
Hallett &  
Cathcart*

**5. CORRESPONDENCE**

5.1 Greater Cambridge Local Plan

An invitation to a workshop on the 17<sup>th</sup> July 2019 had been received. This related to the plan for the future development in the district and would identify areas of land for development of homes, jobs and services. The Plan would also include policies against which all planning applications were considered.

The Chairman advised that he would be unable to attend the workshop on the 17<sup>th</sup> July but had asked the Clerk to find out alternative dates and venues.

*-Clerk*

**6. OPEN FORUM**

There were no issues raised.

**7. PLANNING/TREE WORK APPLICATIONS**

7.1 Planning Applications

7.1.1 Planning Ref S/4191/19/LB

12 High Street –Replacement and repair of fenestration and surrounds as detailed within the submitted Design and Access and Heritage Statement  
 (Nic Telford-Reed)

***Recommendation –Support***

7.1.2 Planning Ref S/1815/19/VC

Land located to the north of 131 The Causeway –Variation of condition 10 (Service Routes), 11 (Contamination/S1 Report), 14 (Surface Water), 15 (Surface Water Drainage), 16 (Foul Water Drainage) and 22 (Traffic Management Plan) of planning permission S/1199/13/OL (Taylor French Developments Ltd)

The Chairman advised on the updated application. There were still some concerns over the contamination on the land and it was noted that there was a requirement for a ½ metre of soil to be put on the garden areas. Councillors agreed that the contamination concern should be relayed to the SCDC Planners.

***Recommendation –No Recommendation***

***-Concern over contamination leaking into the ground water through the soak aways***

7.2 Tree Work

There were no applications to consider.

**8. THE ROUSES (SCDC CALL FOR SITES)**

The Chairman reported that Cllr van de Ven was waiting for a date to meet with the County Council officer. There was nothing further to report at this time.

**9. NEIGHBOURHOOD PLAN UPDATE**

A meeting of the Working Group had taken place on the 1<sup>st</sup> July 2019 which was reasonably productive. The group were now looking at how to consult with businesses and the Chairman was hoping to have the opportunity to speak to the Barracks representative. The next meeting was scheduled for the end of July 2019.

**10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**10.1 Hedges and Trees

Cllr Freeman reported that he had attended a workshop, arranged by South Cambridgeshire District Council Trees and Landscapes, which was very interesting.

10.2 CALA Homes Affordable Housing

Cllr Cathcart reported that he had been made aware at the end of the previous week that the affordable properties on the CALA site were being advertised to let with a cut off date of the 3<sup>rd</sup> July 2019. He had asked South Cambridgeshire District Council to make sure that everyone with a local connection on the housing list be contacted. He had also asked the Chairman to advertise on the village Facebook page. Cllr Cathcart stated that he was totally dissatisfied with the way this had been handled.

The Chairman advised that he had looked at Homelink and as far as he was aware only two properties were being advertised at this time. The message was now to alert people in the village needing housing that there would be further homes on the site to bid for in the near future.

A discussion took place on the housing waiting list process. Cllr Cathcart agreed to prepare an item for the Village Voice.

**11. DATE OF NEXT MEETING**

Tuesday 23<sup>rd</sup> July 2019

**The meeting closed at 7.55 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_



**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 23<sup>rd</sup> July 2019**  
**at The Limes, High Street - 7.25pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Sams, Cllr Oakley, Cllr Catherall, Cllr Hodge, Cllr Hirtzel, Cllr Spenceley, Cllr Dixon, Cllr White  
 County Cllr van de Ven  
 Members of Public 7

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Freeman, Cllr Dixon, Cllr Prentice, Cllr Geraghty, District Cllr Cathcart

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 2nd July 2019

Minutes of the Planning Committee Meeting held on Tuesday 2nd July 2019 were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

There were no Matters Arising.

**5. CORRESPONDENCE**

5.1 Formation of a Ski Club village liaison Group

The Chairman advised that as part of the planning permission for the Ski slope a village liaison group needed to be set up and this should include members of the Parish Council and also local residents. Cllr Sams stated that members of the committee should be there to support the residents of Guise Lane who had concerns over the traffic issue. He agreed to become a member of the liaison group to represent the Parish Council. The Chairman stated, that as not all Councillors were at this Planning Meeting, another representative from the Parish Council would be found. It was too late for a Village Voice appeal for interested members so notices would be put on the notice board and an item would be prepared for inclusion in the September issue of the Village Voice.

This item would be left on the agenda for updates.

Cllr van de Ven asked who would be responsible for convening the liaison meetings. The Chairman stated that the liaison group had been formed before the rest of the work progressed.

**6. OPEN FORUM**

There were some members of the Ski Club in attendance and they were invited to take part in the discussion under Item 5.1.

**7. PLANNING/TREE WORK APPLICATIONS**

7.1 Planning

7.1.1 Planning Ref S/0258/19/FL

Land adj 28 North End Detached 3 bedroom dwelling –Revised details submitted regarding fenestration and heritage details

It was agreed that the original recommendation of Objection stood. The Clerk was also asked to refer to the Flood Risk not being fully addressed as this location was a well known flooding point. -Clerk

7.1.2 Planning ref S/2303/19/DC (For Information Only)

Land to the west of the Cemetery, The Causeway –Discharge of condition 3 (Vehicle Turning Space) of planning permission S/4468/17/RM)

7.1.3 Planning Ref S/2049/19/DC (For Information Only)

15 Old North Road –Discharge of condition 4 (hard and soft landscaping) of planning permission S/2123/15/FL

7.2 Tree Work

7.2.1 Planning Ref S/2366/19/TC

10 High Street –Reduction in height Cypress, Crown reduce Cedar, Reduction in height row



of Cypress on rear boundary. Reduce height to Pear tree in adjacent No 3.  
There were no comments made.

7.3 Planning Decisions

7.3.1 Planning Ref S/1817/LB

12 High Street –Replacement and repair of fenestration and surrounds

**-Permission Granted by South Cambridgeshire District Council**

7.3.2 Planning Ref S/1754/19/FL

133 The Causeway -4 new dwellings (existing retained);altered access; access road;parking;landscaping;cycle stores, bin stores;garage to No 133

**-Permission Granted by South Cambridgeshire District Council**

7.4 Notification of Appeal

7.4.1 Planning Ref S/0408/19/FL

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

Any additional representations to be made by the 5<sup>th</sup> August 2019

It was noted that the South Cambridgeshire District Council website showed that the Parish Council recommended objection to the planning application yet there were no notes to support this. On further investigation the Clerk advised that the minutes from the 5<sup>th</sup> March 2019 showed a non recommendation. She would investigate.

Councillors agreed that the comments submitted in relation to the first application, overlooking and the concerns over the Lime tree, would be reiterated to the Planning Inspector.

-Clerk

**8. THE ROUSES (SCDC CALL FOR SITES)**

Cllr van de Ven confirmed that she had a meeting arranged with the officers from Cambridgeshire County Council Estates Management during the first week of September 2019.

**9. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the working group had met at the beginning of the month and discussions took place on how the group should engage with local businesses. There was another meeting arranged for the 30<sup>th</sup> July.

On a request by Cllr Hodge the Chairman and Cllr Sams gave an update on how the Plan preparation had progressed so far. The group was being mindful of the possibility of large development should the East West Rail link be agreed through Bassingbourn.

A representative from Bassingbourn Barracks was in attendance and the Chairman invited him to speak.

He advised that the three options relating to Bassingbourn had been presented to him by East West Rail. There was some concern that the Barracks could be compulsorily purchased and then another location would need to be found for the servicemen and families. The representative confirmed that as there was no firm timeline the Army was carrying on with its project for Bassingbourn Barracks.

Cllr van de Ven suggested that the working group proceed with the Plan and not wait for the East West Rail recommendation.

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

There were no issues raised.

**11. DATE OF NEXT MEETING**

Tuesday 6th August 2019

**The meeting closed at 7.55 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 6<sup>th</sup> August 2019**  
**at The Limes, High Street - 7.25pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Oakley, Cllr Catherall, Cllr Freeman, Cllr Dixon, Cllr Spenceley, Cllr Geraghty, Cllr White  
 District Cllr Cathcart  
 Members of Public 8

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Ridsdale, Cllr Hodge, Cllr Prentice, Cllr Sams

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 23<sup>rd</sup> July 2019

Minutes of the Planning Committee Meeting held on Tuesday 23<sup>rd</sup> July 2019 were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 S/4191/18/VC Update and extension of footpath into Elbourn Way open space

The Chairman reported on the history of the planning application and the original proposal for a footpath from the CALA estate onto Elbourn Way. There was then a variation to the condition which took out the footpath and this had still not been determined by the District Council. Meanwhile the building had gone ahead. The footpath position needed to be confirmed. It was noted that a tree needed to be removed for the footpath to be installed. It was agreed that the Chairman and Cllr Cathcart would arrange a meeting with CALA homes which would be in early September.

A member of the public was invited to speak. His property was adjacent to the proposed footpath and he produced photographs and diagrams stating that the information provided to Councillors was incorrect. The Chairman confirmed that the Parish Council copy of the plans appeared to show sufficient overlap for a path.

The Chairman agreed that the situation needed investigation and this would be discussed during the meeting with CALA homes.

*-Cllr  
Hallett &  
Cllr  
Cathcart*

**5. CORRESPONDENCE**

Correspondence received was discussed under agenda items.

**6. OPEN FORUM**

6.1 Ski Slope Planning Application

The committee was asked if there had been any further news on the application. It was stated that there had been nothing further than the setting up of the liaison group which was to be discussed under Item 8.

6.2 Neighbourhood Plan Presentation

Councillors were reminded that they had agreed that workshops to include members of the public would take place. The Chairman advised that the workshops had not yet been planned and confirmed that they would be advertised when arranged.

**7. PLANNING/TREE WORK APPLICATIONS**

7.1 Planning

7.1.1 Planning Ref S/2498/19/DC (For information only)

5 Butterfield Drive –Discharge of conditions of planning application S/0457/10/F

There was no information, relating to this latest application, available on the District Council website.

7.1.2 Planning Ref S/2519/19/VC

40 Elbourn Way –Variation of condition 2 (approved plans) pursuant to planning permission S/1274/19/FL

The Chairman advised that planning consent had been granted for an extension. This variation in condition would allow the extension to go out to the property boundary. The Clerk confirmed that she was not aware of any concerns raised by residents. It was agreed that no

comments would be made.

7.2 Tree Work

There were no applications to consider.

**8. SKI CLUB VILLAGE LIASION GROUP**

Following the last meeting the Chairman had distributed leaflets to residents and put up notices advertising for people to come forward for the liaison group. There had been five responses to date, plus Cllr Sams and Cllr Douglass, and it would be up to the Ski Club who to accept.

The Chairman of the Ski Club was in attendance and invited to speak .

He advised that there would also be a member of the South Cambridgeshire District Council Planning Committee on the liaison group and suggested that the lead on how the group should run be down to them.

The Chairman was thanked for his help with the advertising.

**9. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the last meeting of the working group had to be cancelled as a meeting venue was not available. Another date would be arranged.

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

10.1 Section 106 Funding

The Chairman advised that the four new houses on the corner of Elbourn Way/The Causeway were now occupied. There was some Section 106 money due and this would be investigated.

10.2 Spring Lane Development

The planning application had been approved on the 31<sup>st</sup> July 2019 even with a lot of objections from other authorities. The approved plan only included a footway on one side of the road. There was a lot of associated documents which the Chairman suggested Councillors read especially the delegation report and decision notice.

-Cllrs

10.3 Contact with SCDC Planning Office

Cllr Catherall expressed his frustration over the lack of feedback from the District Council Planners. Cllr Dixon added that she was also experiencing issues trying to find out whether planning permission would be needed for the community shelters.

Cllr Cathcart referred to the shared service arrangement with Cambridge City Council adding that this was one of the reasons contact with the Planning Officers was difficult. He added that the situation would get worse.

10.4 Neighbourhood Plan

Cllr Cathcart stated that the Plan needed to be completed by the time that the Local Development Plan was finalised as it would form part of that Plan.

10.5 CALA Affordable Housing

It was advised that all the affordable housing on the CALA site had now been let to people with a strong local connection. Cllr Catherall expressed concern over the advertising of the properties and suggested that there needed to be a mechanism in place to alert people. There would be more homes available later in the year from the other site on The Causeway.

**11. DATE OF NEXT MEETING**

Tuesday 3<sup>rd</sup> September 2019

**The meeting closed at 7.55 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**PLANNING COMMITTEE**  
**Minutes of Meeting held on Tuesday 3<sup>rd</sup> September 2019**  
**at The Limes, High Street - 7.25pm.**

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Sams, Cllr Catherall, Cllr Freeman, Cllr Dixon, Cllr Spenceley, Cllr Hirtzel, Cllr White  
 District Cllr Cathcart  
 Members of Public 1

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Leith, Cllr Ridsdale, Cllr Hodge, Cllr Prentice, Cllr Oakley, Cllr Geraghty

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no interests declared.

**3. MINUTES OF LAST MEETINGS**

3.1 Minutes of Planning Committee meeting 6<sup>th</sup> August 2019

Minutes of the Planning Committee Meeting held on Tuesday 6<sup>th</sup> August 2019 were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 S/4191/18/VC Update and extension of footpath into Elbourn Way open space

The Chairman advised that Cllr Cathcart was in contact with CALA homes although due to the Summer break a meeting was still to be arranged. Last meeting a member of the public raised concerns over the boundaries. Since then the Chairman had downloaded the deeds for the site which supported the Parish Councils own deeds, so a meeting still needed to happen to work out what was feasible.

Cllr Dixon referred to the Section 106 payments as around 15 homes were now occupied. The Chairman agreed that the Section 106 Agreement needed to be looked at to see when the money would be released.

Cllr Cathcart referred to the original plan for a footpath into the corner adding that in his view the corner appeared blocked off as part of the houses. A meeting would be arranged asap with CALA homes to find out the position.

4.2 S/2116/15/FL Section 106 Agreement for 17 The Causeway

The Chairman advised that this agreement related to the houses on the corner of Elbourn Way. The District Council website only showed the Heads of Terms of the Section 106 agreement. He was aware that there was an allocation of £9314 towards open space and £1539 community facilities. He asked the Clerk to follow up with the South Cambridgeshire District Council Section 106 Officer, James Fisher.

-Cllr  
Cathcart

-Clerk

**5. CORRESPONDENCE**

Correspondence received was discussed under agenda items.

**6. OPEN FORUM**

6.1 High Street Traffic

Concern was raised over the increase in traffic, and parking issues, over the past few years. Councillors were asked if there was any way of controlling the amount of traffic.

The Chairman advised that when an application for a new development was received for comment by the Parish Council traffic was always a consideration. Each application was looked at individually to see what the traffic impact was likely to be. There was also a Traffic and Travel working group who looked at issues in the village. This group had been useful in getting some measures put in place, around the village, but it could not do everything. It was very difficult when a village developed centuries ago and therefore was not designed for modern use.

A discussion took place on parking on the yellow lines on the High Street. Cllr Cathcart had raised this through the Community Speedwatch group. There was a view that the vehicle could be photographed and forwarded to the Police. After further discussion it was suggested that the resident note issues and forward them to the NHW co-coordinator, who was also a member of the Community Speedwatch team, and through their contact with the Police they would see if something could be done.

**7. PLANNING/TREE WORK APPLICATIONS**7.1 Planning7.1.1 Planning Ref S/2600/19/FL

Brook Orchard Farm –Permanent retention of outdoor fitness centre approved by planning permission S/2947/17/FL

***-Recommendation Support***7.2 Tree Work

There were no applications to consider.

**8. NEIGHBOURHOOD PLAN UPDATE**

The Chairman reported that the August meeting was cancelled. He was trying to set up a further meeting.

**9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**9.1 Next Planning Meeting

Further planning applications had been received for the next meeting which was yet to be arranged. The Chairman advised of the planning reference numbers. He would liaise with the new Clerks regarding a date.

*-Cllr  
Hallett &  
Clerks*

9.2 Advertising

Cllr Spenceley advised that he had tried to contact the company advertising on the railings at the mini roundabout without success. He had since reported the distraction of the advertising on the County Council website.

9.3 Steam at The Hoops Offer

Cllr Catherall referred to the offer for the installation of a disabled hard standing at the war memorial for which he had tried to speak to a Planning Officer. There had been no response. He felt that if this project was delayed any longer the offer could be withdrawn.

A discussion took place on whether planning permission might be needed. Cllr Cathcart advised that when he spoke to a Planning officer their only concern was the impact the installation work would have trees. After further discussion on a proposal by Cllr Spenceley, seconded by Cllr Douglass, it was agreed to proceed with the area as there would be little impact to the surface of the ground. The majority of Councillors were in agreement.

9.4 Planning Department

Cllr Cathcart advised that South Cambridgeshire District Council was using a private company for the validation of some planning applications with a view that this would take some of the pressure off officers. He added that this was a concern and needed to be monitored.

**10. DATE OF NEXT MEETING**

To be agreed.

**The meeting closed at 8.05 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

# Bassingbourn cum Kneesworth Parish Council Planning Committee

## Minutes of Meeting held on 9<sup>th</sup> October 2019.

Present : Councillors Hallett (Chairman), Catherall, Dixon, Douglass, Sams, and Spenceley.  
Three members of the public were present. Mrs V Tookey in attendance as Clerk.

1	<b>Apologies for absence</b> were received from Cllr Prentice due to annual leave.	
2	<b>Declarations of Interests relating to items on the agenda and dispensations:</b> – None were recorded.	
3	<b>Terms of Reference: -</b> Draft terms of Reference had been circulated and committee discussed revisions. Revised Terms of Reference are attached to these minutes and will go to Main Council for ratification at its meeting on 15 <sup>th</sup> October.	
4	<b>Minutes of Meeting held 17<sup>th</sup> September 2019</b> had been previously circulated. On proposal of Sarah Dixon, seconded Cllr Douglass the minutes were signed as agreed.	
5	<b>SCDC applications for consideration: -</b> 5.1 <i>S/3038/19/FL 11 Canberra Close. Infill of car port with front and rear single storey extension.</i> Committee agreed to support this application. 5.2 <i>S/3001/19/FL 3 Highfield Farm, Old North Road. Erection of replacement dwelling following demolition of existing dwelling.</i> Chairman closed meeting to allow public session. Applicants were present to answer any questions Committee raised. Chairman closed the public session. Committee agreed to support this application. 5.3 <i>S/2833/19/VC 26 South End. Variation of condition 1 (Approved Plans) of planning consent S/2785/18/VC for the erection of ten dwellings and garages following demolition of existing dwelling. Associated renovation of barn, and removal of redundant and dilapidated outbuildings.</i> Committee had been dismayed to see that two trees had already been felled prior to approval. It was noted that there will be replacement planting. Committee agreed response would be “no recommendation” and also to express concerns regarding the removal of the trees.	VT
6	<b>SCDC Notifications – for information only:-</b> 6.1 <i>S/3269/19/DC 34 High Street. Discharge of condition 3 (1:20 scale drawings of the Yorkshire sliding sash window) Pursuant to Listed building consent S/2823/18/LB.</i> 6.2 <i>S/3167/DC Discharge condition 3. 12 High Street.</i>	
7	<b>Section 106 Agreement for 17 The Causeway S/2116/15/FL:-</b> Clerk had confirmed with SCDC that this development was not the subject of a S106 agreement since it was below the government threshold.	
8	<b>Restriction of Waiting Order Guise Lane:-</b> Committee had no comments.	

9	<p><b>Proposed Disabled Persons Parking Bay/Pepper Close:-</b> Cambridgeshire County Council has received an application to install a disabled persons parking bay (DPPB) for a resident in Pepper Close, Bassingbourn cum Kneesworth. Committee had no objection to this work.</p>	
10	<p><b>Parking on The Causeway from Cala Homes:-</b> Committee to remind SCDC that Council had identified such parking was likely to be an ongoing problem.</p>	VT
	<p>There being no further business the meeting closed at 7.46 pm</p> <p>Signed ..... Chairman 5<sup>th</sup> November 2019</p>	

**Date of Next Meetings: – 2019**

(following the Finance Committee Meeting)

5<sup>th</sup> November

3<sup>rd</sup> December

**2020**

7<sup>th</sup> January 4<sup>th</sup> February 3<sup>rd</sup> March 7<sup>th</sup> April 5<sup>th</sup> May 2<sup>nd</sup> June 7<sup>th</sup> July



# Bassingbourn cum Kneesworth Parish Council

## Minutes of Planning Committee Meeting held 5<sup>th</sup> November 2019

Present : Cllrs Hallett (Chairman), Douglass and Dixon. Mrs V Tookey in attendance as Clerk and Mrs B Isherwood as R.F.O.

1	<b>Apologies for absence were received</b> from Cllrs Sams (due to ill health), Spenceley (due to annual leave) and White (due to a personal commitment). It was noted that Cllr Prentice had resigned as a councillor.	
2	<b>Declarations of Interests relating to items on the agenda and dispensations</b> - None were declared.	
3	<b>Minutes of Meeting held 9<sup>th</sup> October 2019</b> were signed as agreed on the proposition of Cllr Dixon, seconded Cllr Douglass.	
4	<b>SCDC applications for consideration:</b> - 4.1 <u>S/3438/19/FL 25 Elm Tree Drive</u> – single storey front and rear extensions, two storey side extension. It was agreed to support this application on proposition of Cllr Douglass, seconded Cllr Dixon. 4.2 <u>S/3474/19/FL 3 Wellington Place</u> First floor front extension. It was agreed to support this application on proposition of Cllr Hallett, seconded Cllr Douglass.	VT VT
5	<b>SCDC Notifications – for information only:</b> - 5.1 <u>S/3621/19/DC Discharge conditions 7 and 16 Bassingbourn Primary School</u> . It was noted that condition 7 (road markings) was for additional zig zag markings on the highway in front of the sports centre car park. Condition 16 required surface water drainage plans. After discussion it was agreed that council would comment “Council are aware of the drainage problems from this roadway. Council would request that the drainage plans do not exacerbate the existing problem”.	VT
6	<b>SCDC Notifications – for information only:-</b> <u>S/2822/19/FL 7 – 13 The Causeway</u> ; SCDC refusal of permission for erection of 8 dwellings following demolition of 4 existing properties. Council noted that SCDC and Highways had concurred with Council’s view regarding the new entrance on the highway and the access roadway to the rear.	
	There being no further business the meeting closed at 9 p.m.  Signed ..... Chairman 3 <sup>rd</sup> December 2019	

*Issues and Options consultation for the Local Plan to go on December and January planning meetings.*

**Date of Next Meetings: – 2019 3<sup>rd</sup> December**

**2020**

7<sup>th</sup> January 4<sup>th</sup> February 3<sup>rd</sup> March 7<sup>th</sup> April 5<sup>th</sup> May 3<sup>rd</sup> June 7<sup>th</sup> July

Clerk to Parish Council  
Val Tookey, 36 The Causeway, Bassingbourn SG8 5LG  
E-mail: [parishclerk@bassingbourn.org](mailto:parishclerk@bassingbourn.org)



# Bassingbourn-cum Kneesworth Parish Council

## Minutes of Planning Committee Meeting held on 3<sup>rd</sup> December 2019

Present : Councillors Hallett (Chairman), Douglass, Dixon, Sams, and Spenceley. Mrs V Tookey was in attendance as Clerk. District Cllr Cathcart was also present for the public session.

Representatives from Scott Properties Ltd were present to update Council on details of the proposal for a development of 25 bungalows off The Causeway. Committee were shown detailed site layout and visuals of the proposed dwellings. It was confirmed that this site had been submitted by Scott Properties, in the Call for Sites from the District Council. Question was raised as to whether the affordable element would be for sale or rent, with the response that this would be a 60/40 split. The number of shared ownership properties was likely to be 3-4. The Traffic Management Plan was to be developed last as they would be using the most up to date data available. Building design will obviously include low energy and reduced carbon measures. Discussion about use of garages. Discussion about need for a communal room given the possibility of The Limes becoming a community facility.

The Council will await full planning application for its consideration.

The representatives were thanked for coming and left the meeting at this point.

1	<b>Apologies for absence:</b> Apologies were received from Cllr Hirtzel due to work commitments and from Mrs B Isherwood (RFO) due to ill health.	
2	<b>Declarations of Interests relating to items on the agenda and dispensations:</b> None were recorded.	
3	<b>Minutes of Meeting held 5<sup>th</sup> November 2019</b> were signed as agreed on proposition of Cllr Douglass, seconded Cllr Spenceley.	
4	<p><b>SCDC applications for consideration: -</b></p> <p><u>4.1 S/3952/19/LB 34 High Street</u> - <i>Change out a UPVC plain hinged window with a Wood framed, Georgian style hinged window with ultra-thin double glazed glass as previously approved. This is a change to the current granted planning consent, in that the original planning consent has the same glass but in a horizontal sliding window design.</i> Unanimously agreed to <b>support</b> on proposition of Cllr Sams, seconded Cllr Douglass.</p> <p><u>4.2 S/3887/19/LB 34 High Street</u> - <i>To remove a single window (1920s) and replace with cob/clunch blockwork, leaving existing lintel in place to prevent any building changes. Then render with approved breathable render on both sides as per planning permission for remainder of room.</i> Unanimously agreed to <b>support</b> on proposition of Cllr Sams, seconded Cllr Douglass.</p> <p><u>4.3 S/4037/19/TC - Bassingbourn Village College, South End.</u> <i>Hornbeam T28- Fell due to old torn out wound with extensive white rot to 250mm. replant with undecided species Whitebeam T13 - Fell due to major deadwood crown dieback with bacterial flux on multiple major limbs. replant with undecided</i></p>	VT

	<p><i>species</i>. Committee had <b>no objection</b> since this was obviously a health and safety issue.</p> <p><u>4.4 S/3984/19/FL Land at, Brook Orchard Farm, Brook Road, Bassingbourn.</u> <i>Retention of approved application ref S/3984/17/FL for outdoor fitness with associated obstacle course and parking.</i> Unanimously agreed to <b>support</b> on proposition of Cllr Douglass, seconded Cllr Dixon.</p> <p><u>4.5 S/4158/19/TC 14 High Street, Bassingbourn.</u> <i>Reduce height and spread of apple tree.</i> Committee had <b>no objection</b>.</p>	
5	<p><b>SCDC Notifications – for information only: -</b></p> <p><u>5.1 S/3890/19/DC Bassingbourn Barracks, Old North Road</u> Discharge of condition 4 (contamination) of planning permission S/3422/18/FL for construction of a two-storey auditorium building, a single-storey training building, demolition of Building 33 together with associated infrastructure, landscaping, drainage, highway and parking enhancements.</p>	
6	<p><b>Draft Issues and Options Consultation</b></p> <p>The Council had received notification of the Greater Cambridge Local Plan – Issues and Options Conversation. The consultation will commence on the 20<sup>th</sup> January and there will then be a six week period for response. There followed a short review of the list of consultation questions. It was subsequently agreed that a sub-committee of the Planning Committee review the lengthy documentation and present a draft response to Council. The sub-committee to consist of Cllrs Hallett, Spenceley and Sams.</p>	MH/ SS JS
	<p>There being no further business the meeting closed at 9.50 p.m.</p> <p>Signed ..... Chairman 7<sup>th</sup> January 2019</p>	

### Date of Next Meetings: –

#### 2020

7<sup>th</sup> January; 4<sup>th</sup> February; 3<sup>rd</sup> March; 7<sup>th</sup> April; 5<sup>th</sup> May; 3<sup>rd</sup> June; 7<sup>th</sup> July;

4<sup>th</sup> August; 1<sup>st</sup> September; 6<sup>th</sup> October; 3<sup>rd</sup> November; 1<sup>st</sup> December