



BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
Tel/Fax: 01626 834217 • E-mail: info@boveytracey.gov.uk • www.boveytracey.gov.uk
Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

11th July 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Recreation, Parks & Property (RP&P) Committee which will be held in the Council Chamber, Town Hall, Bovey Tracey on Monday 17th July 2017 at 7pm for the purpose of transacting the business as set out below.

AGENDA

Interest to be declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

Public Participation:

Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman.

Previous Minutes:

Approved minutes of the previous meeting are available on the Town Council's website (www.boveytracey.gov.uk) for inspection. If a paper copy is required, this can be collected, on request, from the Town Council's offices during office hours, prior to the meeting.

Prior to the commencement of the meeting Ms S James (Director - Contemporary Craft Festival) will be present to update Members following the 2017 Festival.

RP&P.17/50 Apologies for Absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

RP&P.17/51 Consideration of minutes of previous meeting held on 5.6.17:

RP&P.17/52 Accounts:

To receive and approve the Financial Accounts paid up to 14.7.17 (*copies to be circulated at the meeting).

RP&P.17/53 Community Centre - Steering Group:

To note previous minutes of the Community Centre Steering Group meeting of 30th June 2017 (*copy enclosed).

RP&P.17/54 Community Centre - Update & Public Engagement:

To receive a progress update from the Chairman of the Steering Group.

RP&P.17/55 Contemporary Craft Festival 2018:

To consider a request from Ms S James, Director of the Contemporary Craft Festival, for the use of Mill Marsh Park from 1st to 13th June 2018 and Bullands Field from 6th to 11th June 2018. The proposed dates of the Craft Festival are 8th - 10th June 2018.

RP&P.17/56 Nourish Festival - 2nd September 2017

To consider a request to relocate traders parking from Bullands Field to Mill Marsh Park due to a re-arranged rugby fixture at Bullands Field. Item RP&P 16/68 granted the use of Bullands Field for parking on Saturday 2nd September 2017.

RP&P.17/57 Trim Trail Proposal - Heathfield

To note that no suitable site to locate the equipment has been identified and that the grant issued by "Awards for All" in July 2016 will therefore be returned.

RP&P.17/58 Allotments - Furzeleigh Lane

To consider a request (*copy enclosed) from the tenant of allotment 28B to increase the current maximum height of allotment structures from 1.5m to 2.0m.

RP&P.17/59 South West in Bloom - Pride in Parks Award:

To consider entering Mill Marsh Park in the 2017 South West in Bloom 'Pride in Parks' Award.

RP&P.17/60 Community Noticeboards:

Following item RP&P 16/87, to receive an update on the possible siting of a Town Centre noticeboard and to consider the purchase/installation of two community noticeboards and delegate authority to the Town Clerk to apply for the necessary permissions and purchase of boards.

RP&P.17/61 Community Land off Le Molay-Littry Way:

To revisit the consultation report undertaken in November 2012 (*copy enclosed) and consider setting up a review group to formulate a plan for examining potential future uses of this land.

RP&P.17/62 Matters brought forward by the Town Clerk & Councillors: (for information)

RP&P.17/63 Exclusion of the Public, including the Press:

To give consideration to resolve:

That under Section 100(A) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out on the agenda, is likely to be disclosed and on balance the public interest is in discussing this item in private session (Part II) for the following confidential/exempt item, which the Town Clerk recommends should be dealt with in this way:

- Item RP&P.17/64 - Brimley Field, Bovey Tracey.

RP&P.17/64 Brimley Field, Bovey Tracey:

To receive correspondence from the Council's appointed agent dated 23rd June (*copy enclosed) and consider the three recommendations as highlighted within his letter.

*Copies of correspondence circulated to Councillors with this agenda, which will be considered at the meeting.

SIGNED 

DATE 11/07/17

M WELLS
TOWN CLERK

Paper(s) follow for:

Item RP&P.17/53

**BOVEY TRACEY COMMUNITY CENTRE STEERING GROUP MEETING
HELD IN THE COUNCIL CHAMBER ON FRIDAY 30th June 2017 AT 2.00PM**

Present:

Cllr Mrs Avril Kerswell – Town Mayor
Cllr Tony Allen
Cllr Rob Bray
Cllr Eoghan Kelly
Mrs Jackie Paxman – Bovey Tracey Library
Mr Peter Hall
Mr Mark Wells – Town Clerk
Mr Peregrine Mears – Peregrine Mears Architects
Mr Jason Skelton – Peregrine Mears Architects
Mr Paul Cooper – Peregrine Mears Architects

The meeting was chaired by the Town Clerk in the absence of Cllr Kelly.

1. Apologies for absence:

Cllr Bob Ashby
Miss Erica Steer – Bovey Tracey Information Centre Trust

The Town Clerk explained that a new Town Mayor was elected on 8th May at the Council's Annual Meeting and therefore Cllr Mrs Kerswell will attend future meetings when available in addition to Cllr Tony Allen (previous Town Mayor) but will also continue on the Steering Group.

2. Minutes of Previous Meeting

Mark circulated copies of the meeting minutes of 2nd June 2017. The group agreed they were an accurate record of discussion.

Mark and Perry updated the group following a recent meeting with Helen Murdoch (Teignbridge Planning Officer) and Maureen Pearce (Teignbridge Conservation Officer). The plans were well received in principle and a small number of considerations were discussed as the plans develop in more details.

Cllr Eoghan Kelly joined the meeting.

3. Presentation/Review of Updated Plans

Peregrine presented updated plans to Steering Group Members, which covered:

- Site analysis
- Developed Design perspectives and precedents
- Summary of Pre-Application Enquiry with the Planning Authority
- Updated Internal Layout
- Proposed area schedule
- Site plan in context
- Revised roof profile rationalised to provide a simpler detail and construction procedure.
- Proposed elevations with revised perspectives

- Sample materials

Cllr Eoghan Kelly left the meeting.

A number of questions were posed to the Steering Group by the architects, summarised as follows with responses from the Steering Group:

Q. Does the current toilet arrangement and provision type suit what is required?

- *Yes, the revised public toilet arrangement is preferred with the larger accessible cubicle available 24/7 with no raised access.*

Q. Should we look to include the accessible with changing facilities within the building?

- *No this would not be necessary.*

Q. Can the Town Council meeting room be shared with Business Hub?

- *No – it was felt that this area must remain for dedicated use by the Town Council only.*

Q. Can the additional town council desk be incorporated with the reception of town council/business hub?

- *Yes – it was felt there was not a need for a separate reception desk and that any associated room booking service etc could be incorporated with the existing Town Council personnel's function.*

Q. Thoughts on material choices?

- *A lengthy discussion took place around the proposed materials for the building. Following discussions, the steering group in principle supported that the materials proposed (mainly hung terracotta tiles and brick. Also proposed was a glazed brick wrap around low height wall).*

Peter highlighted his concerns about the number of materials proposed and that there should be a re-assessment of the amount of materials in order to form some cohesion to the building. Paul/Perry clarified the number of materials proposed.

4. Stakeholder/Public Engagement

It was suggested that a week-long display of plans/storyboard from inception to-date would be available in the library. Perry suggested that the earliest that they could be ready for any public engagement would be w/c 25th July, so this week was proposed.

It was agreed that 2 or 3 sessions would be attended at the library jointly by an architect representative and steering group representative. A summary report of the feedback would then be presented with the revised plans and an early study from a Quantity Surveyor for sign-off by the Steering Group and Town Council.

5. AOB

Peter enquired to the mitigating risks relating to the flooding area. Perry explained that floor levels have been raised by 500mm as recommended by the Environment Agency. Mark asked if a sequential test would be required to accompany the planning application. Paul highlighted that this exercise has already been undertaken.

Jackie raised a question about floor types. It was agreed that any flooring proposed would need to give consideration to noise for the library users.

Peter highlighted that now might be a useful time to seek the views from the Architectural Liaison Officer for Devon and Cornwall Police in relation to the proposed plans.

6. Date of next meeting

Towards the end of July, prior to the Public Engagement exercise. To be confirmed.

Paper(s) follow for:

Item RP&P.17/58

16, Moorland Gate

Heathfield

Newton Abbot

Devon

TQ12 6TX

05.07.2017

Dear Mr. Wells,

I am writing to you to formally request a review and revision of one of the conditions of allotment tenancy. The rule in question is the current maximum height restriction on structures within the allotment site. I would like the council to consider revising this height restriction by 0.5 meter to a maximum of 2.0 meters. This would then allow me and other tenants to place a small shed on our plots. I would also like the council to consider adding a sub-section detailing the size, shape, and colour that would be acceptable. I would like to propose that the shed must be no larger than 6x4 and with a "pent" roof (to allow easy rainwater collection) rather than an "apex" or "double apex" and the colour should be either Brown or Green. This would allow for uniformity on the site which would have a positive bearing on the visual desirability of the site.

Yours Sincerely

P. A. Todd

Paper(s) follow for:

Item RP&P.17/61



Consultation on:

The future of Bovey Tracey's Community Land off Le Molay-Littry Way

carried out in October/November 2012

By the Community Council of Devon

on behalf of Bovey Tracey Town Council

Report on consultation results

November 2012

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Introduction

This report outlines the results of the questionnaire survey and community drop in event carried out over October and November 2012 in Bovey Tracey on behalf of Bovey Tracey Town Council by the Community Council of Devon.

This parish wide consultation built on initial work by the Town Council who invited comments on the possibility of developing the land on Le Molay Littry Way earlier in the year.

Background

About 20 years ago Bovey Tracey Town Council was gifted a parcel of land off Le Molay-Littry Way by the developers of De Tracey Park, Churchfield Drive, The Oaks and the Rendells Meadows estate. Since then the land has remained as two fields open to walkers but unallocated for any other use.

In 2011 the Town Council was approached by an agent for Sainsbury's supermarket who were

interested in using the site. At that point the Town Council took legal advice on the covenant placed on the land at time of transfer, and started a consultation process with the community. In the intervening time between 2011 and the present, Teignbridge District Council has been preparing to carry out a hydrographical survey of the Bovey river valley to assess the current flood risks. Devon County Council was also considering the future of Bovey Tracey School which has reached full capacity and cannot be expanded on its current site.

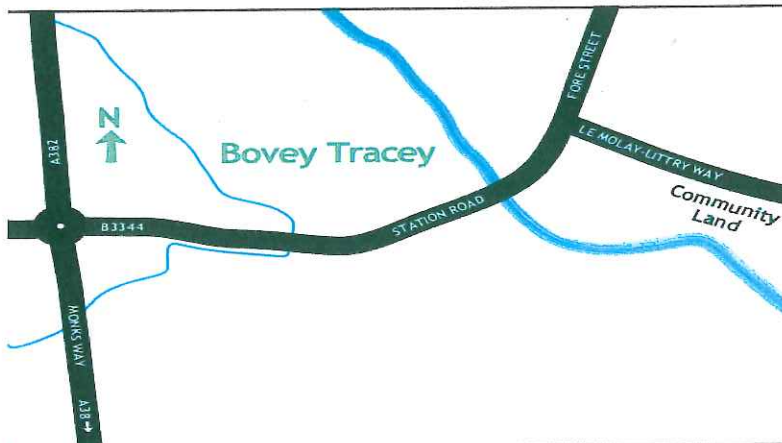
Legal opinion on the covenant indicated that a development which gave the town a sum of money to spend on a community use or bring some other community benefit would satisfy the covenant. Results from the hydrographical survey are awaited, but the recently published Teignbridge District Council draft Local Plan has the following reference to this site:

BT4 Land off Le Molay Littry Way

The Council will support the provision of community related facilities including a replacement primary school, multi-use community buildings and public open space such as allotments, orchards, sports and recreation facilities on this site.

Any development would also require:

- (a) Full flood risk assessment, measures to mitigate and overcome flood risk and approval by statutory agencies;
- (b) Green infrastructure and appropriate landscaping and mitigation measures to address any ecological and landscape impact; and
- (c) Safe cycle path access to the town centre



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Methodology

The Town Council received a number of comments from residents in response to debate at council meetings and articles in its newsletter Quality Update. A subcommittee was formed to consider the comments and take a full consultation process forward. Over the summer of 2012 the Town Council went out to tender and awarded the contract to the Community Council of Devon, an independent charity with a long history of working in the community development and community consultation field. The Community Council of Devon worked with the clerk and subcommittee to design the questionnaire which was distributed to all households in the parish of Bovey Tracey.

The project also arranged a community drop in event held in the Methodist Church Hall, Bovey Tracey, on Saturday 10th October. This was an opportunity for residents to come in to ask questions of Community Council of Devon staff and town councillors, to leave comments, and to return completed questionnaires if they wished. The event was very well attended (estimates of the numbers attending range from 200 to 300).

Questionnaires were distributed to each household, in the week beginning the 5th October (under difficult conditions due to the very wet weather); each questionnaire gave the opportunity for up to 6 household members over the age of 11 to respond. Collection points were organised at 9 places throughout the parish. The closing date was given as 30th October although this was extended by a week to allow for the slower than expected distribution and the half term holiday.

As well as response via the paper questionnaire, it was possible to complete the survey online using the unique code per participant printed on the questionnaire. 130 people choose to use this facility.

Information from the completed questionnaires was analysed by the Community Council of Devon.

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INVESTORS
IN PEOPLE

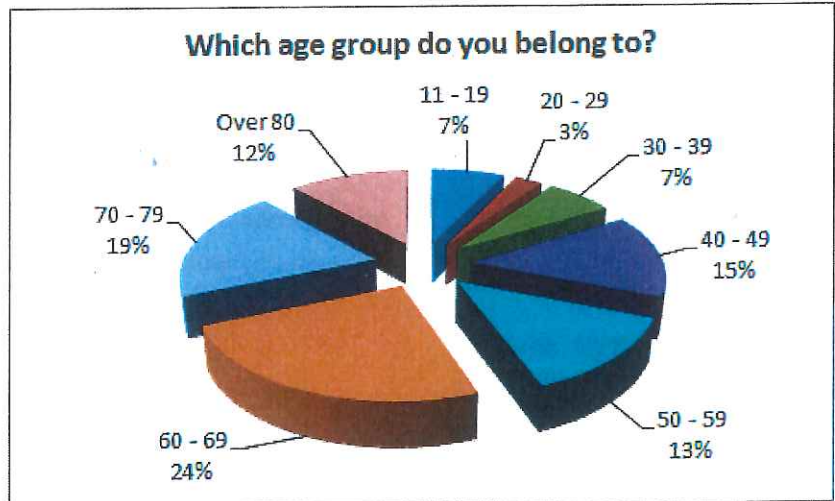


Response to the questionnaire

1160 questionnaires were returned, giving 1981 individual responses. Using population statistics taken from the OCSI (Oxford Consultants for Social Inclusion) profile for Bovey Tracey, this gives a 26.4% response rate.

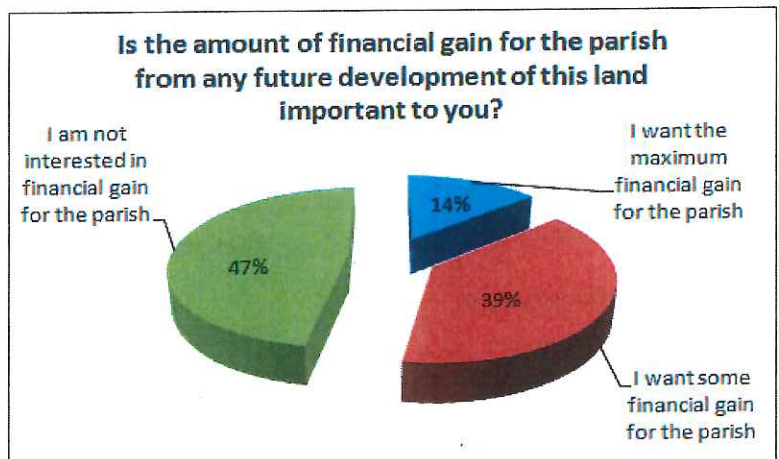
The response rate above is a healthy one, with a good degree of confidence in the results able to be attached to this size of sample.

Looking at the breakdown of age and gender of respondents, slightly more women than men replied than the population average, and more responses were received from older age groups than the general population profile (although Bovey Tracey does have an older age profile than the Devon average).

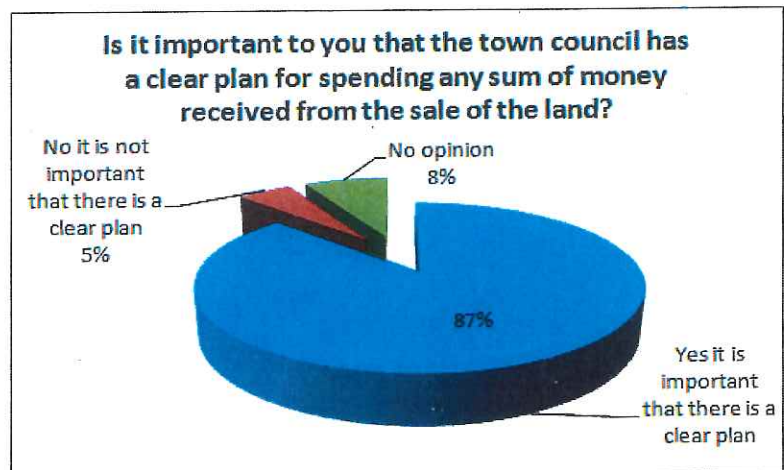


Findings

The first key finding is that a high proportion of respondents were clear that they did not expect the town council to achieve the highest possible capital receipt from the land. This allows the town council to refuse a high cash offer and to consider other options. This mandate is important when the town council is called to account for its stewardship of this asset.



If there is a cash receipt from the land, the council should have a plan for this (87.4% answered Yes to this question). Respondents are not looking for a cash receipt for its own sake.



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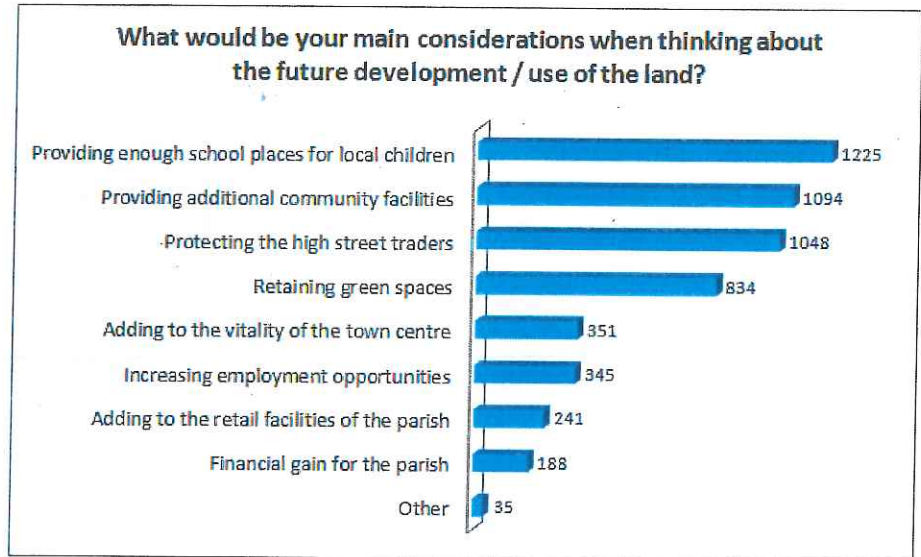
Considerations and Concerns

The questionnaire then asked respondents for their main considerations and concerns if the land was developed. The options given were based on the comments made prior to the main survey, with an option to list further issues.

Main considerations were -

- to ensure enough school places
- providing additional community facilities
- protecting the high street and
- retaining green spaces

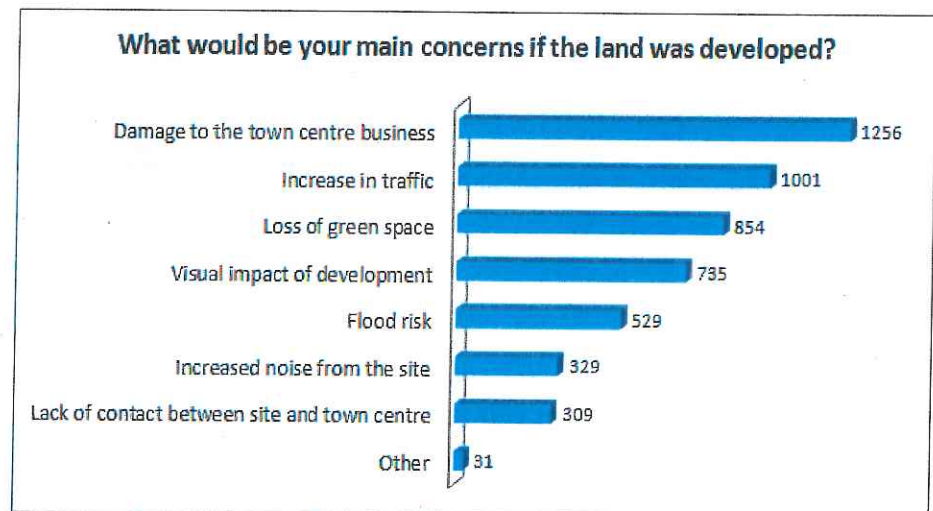
Comments made tended to amplify these - eg mention of specific community/leisure facilities such as increased sports provision, or facilities for young people.



Main concerns were -

- damage to the town centre
- increased traffic
- loss of green space and
- visual impact.

Other comments included mention of the covenant, loss of parking spaces and cost concerns.



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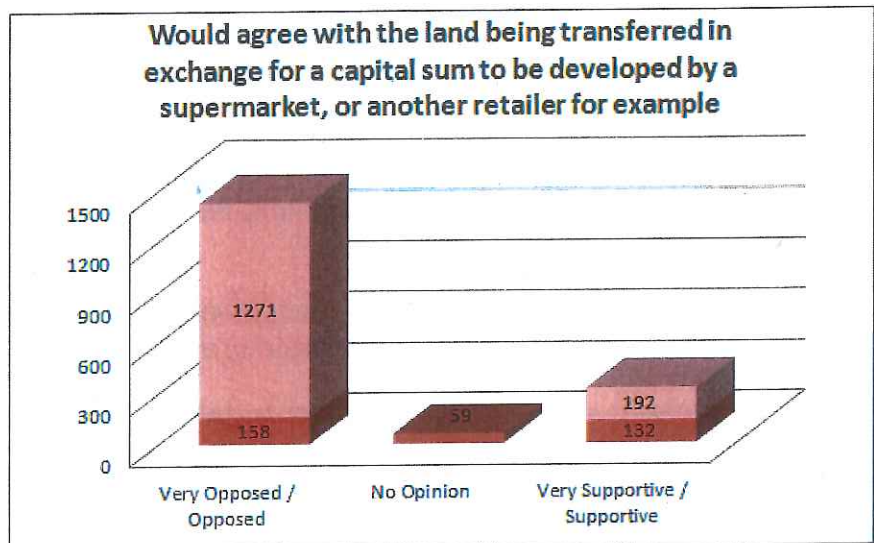
The concluding question

There are some very clear outcomes from the final question.

There was strong opposition to the land being used by a supermarket - 70.4% of responses very opposed, and very few people having no opinion.

Comments at the drop in event on this subject were equally definite, as shown in the one quoted below:

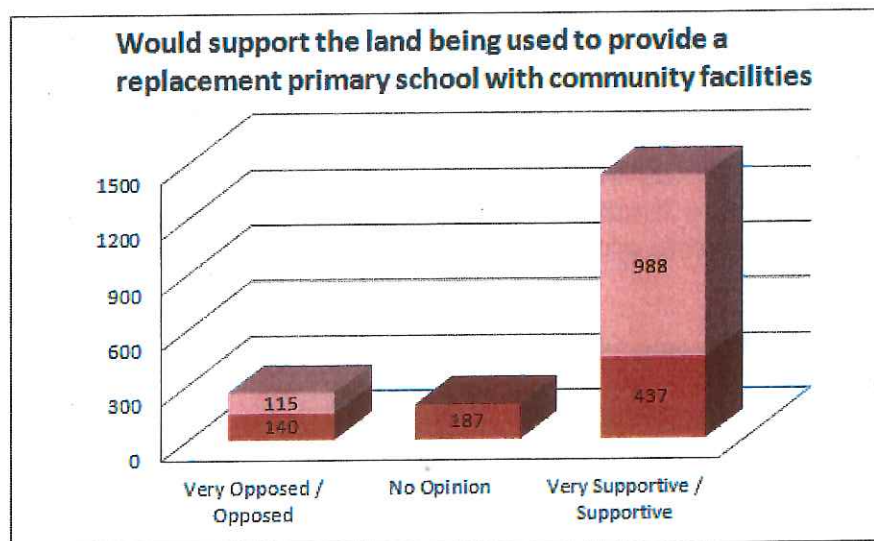
“The worst thing that could happen to Bovey Tracey would be to have a supermarket here. It would cause massive traffic problems and would affect local traders very seriously indeed”



Conversely there was strong support for the site to be used for a new school - 52.9% very supportive and 23.4% supportive.

The comments made at the drop in event often mentioned that any new school should have community facilities, as reflected in the comment quoted below:

“Build a new modern school with good outdoor facilities and the proviso that it is also made available to community use”



With regard to other uses - for allotments/environmental uses or play/sports area - more people were in favour than not, but the level of feeling was more evenly spread. For Allotments/environmental uses 44% were supportive or very supportive, for play/sports area 50% were supportive or very supportive. For both categories approximately a quarter of respondents had no opinion. However there were varied ideas given for detailed uses, such as in the comment from the drop in event quoted below:

“I believe the land should be used for community/sports use. There is very little in Bovey for 8-16 year old. The gated field could be used for all-weather football /netball /basketball pitches. ...”

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Summary of findings:

The survey achieved over 25% response rate.

The council has a mandate not to achieve the best possible cash receipt from the land (although some return would be welcome) - leaving them free to consider other options

The use of the land for a supermarket was strongly opposed.

The use of the land for a new school was well supported.

More people were in favour of using the land for allotments/environmental/play/sports purposes than not.

Respondents' main concerns were to provide enough school places, additional community facilities, protect the high street and retain green space.

The main concerns were possible damage to the town centre, increase in traffic, loss of green space and visual impact.

Conclusion:

Development of the land for a new school with some community facilities, which was also sensitive to the environment (as required by the Teignbridge District Council Local Plan), and which was well connected to the town centre via safe walking/cycle route(s) would appear to meet many respondents wishes, and which would therefore be well supported by the community of Bovey Tracey.

However, the development of a new school is still dependent on many factors, such as availability of funding and resolving the flood risk issue. This project, if it does go ahead, will be a longer term project where the all important details of the plan would need to be settled.

The questions and full results are set out at the end of this report.

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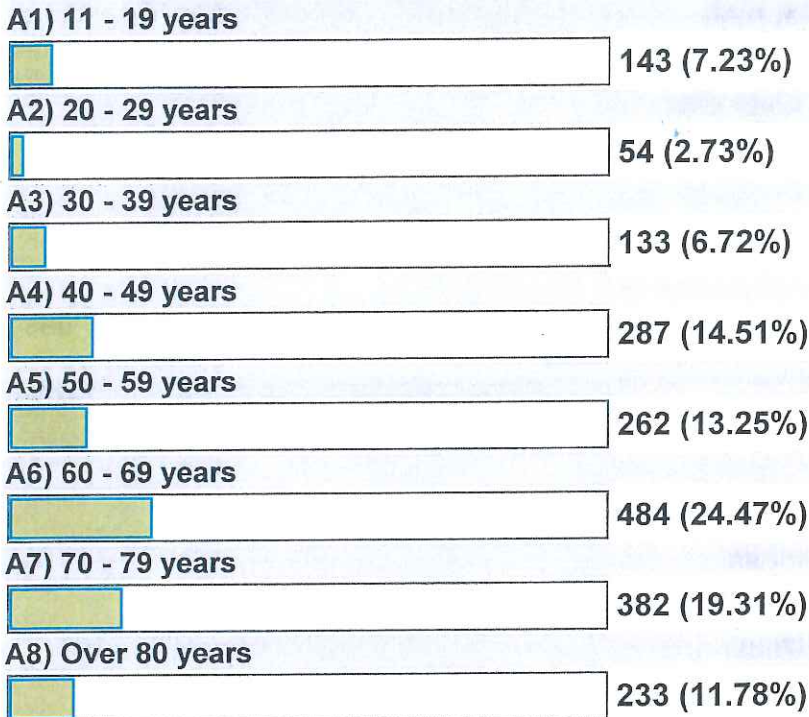


BOVEY TRAVEY LAND QUESTIONNAIRE

This questionnaire has been completed by 1981 people.

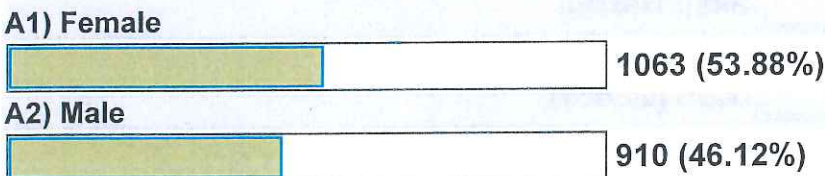
Q 1) Which age group do you belong to?

1978 people answered this question.



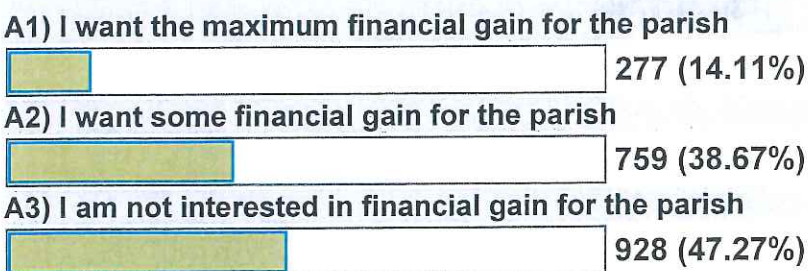
Q 2) Which gender are you?

1973 people answered this question.



Q 3) Is the amount of financial gain for the parish from any future development of this land important to you?

1963 people answered this question.



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Q 4) Is it important to you that the town council has a clear plan for spending any sum of money received from the sale of the land?

1965 people answered this question.

A1) Yes it is important that there is a clear plan



A2) No it is not important that there is a clear plan



A3) No opinion



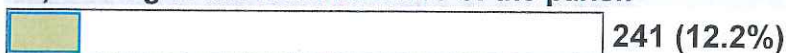
Q 5) What would be your main considerations when thinking about the future development / use of the land? Please tick UP TO THREE main considerations

1975 people answered this question.

A1) Retaining green spaces



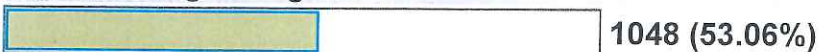
A2) Adding to the retail facilities of the parish



A3) Providing additional community facilities



A4) Protecting the high street traders



A5) Increasing employment opportunities



A6) Providing enough school places for local children



A7) Adding to the vitality of the town centre



A8) Financial gain for the parish



A9) Other (please specify)



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Q 6) What would be your main concerns if the land was developed? Please tick UP TO THREE main concerns

1921 people answered this question.

A1) Damage to the town centre business



A2) Lack of contact between the site and the town centre



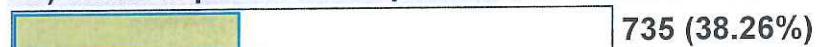
A3) Flood risk



A4) Increase in traffic



A5) Visual impact of development



A6) Increased noise from the site



A7) Loss of green space



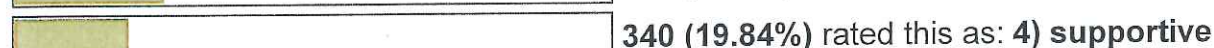
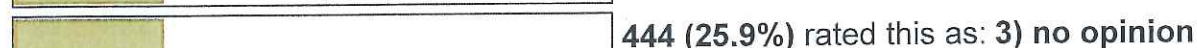
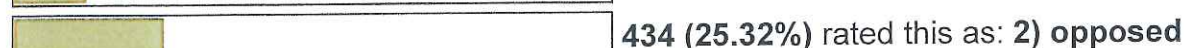
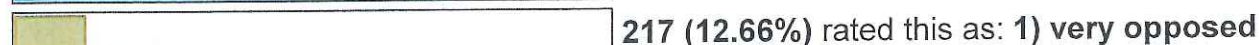
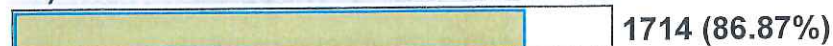
A8) Other (please specify)



Q 7) After consideration how would you feel about the following future use of the land?

1973 people answered this question.

A1) Want the land to be left as it is



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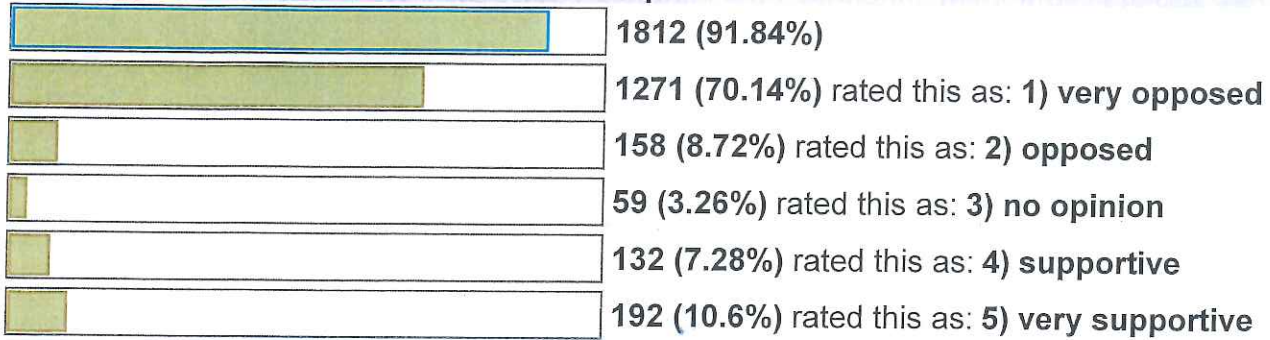
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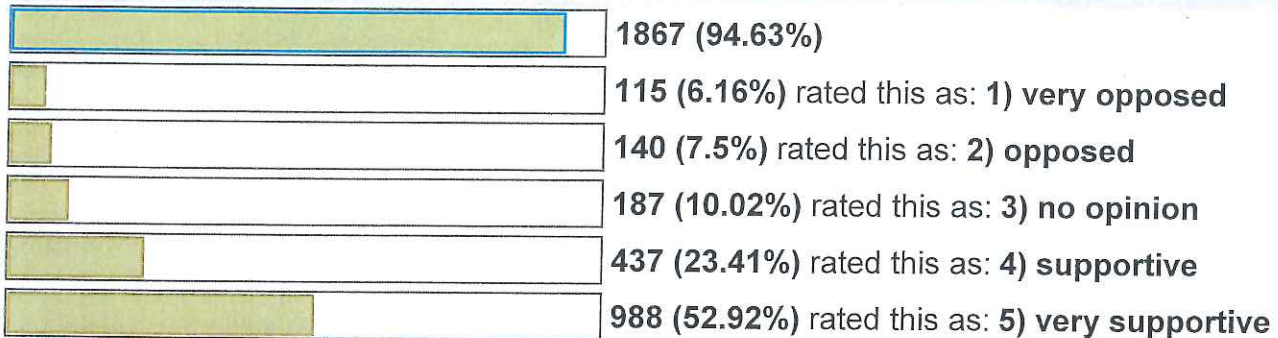
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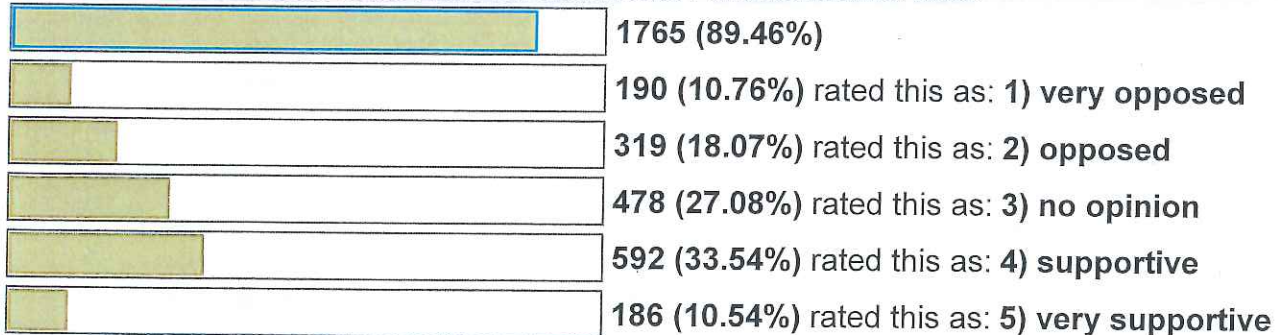
A2) Would agree with the land being transferred in exchange for a capital sum to be developed by a supermarket, or another retailer for example



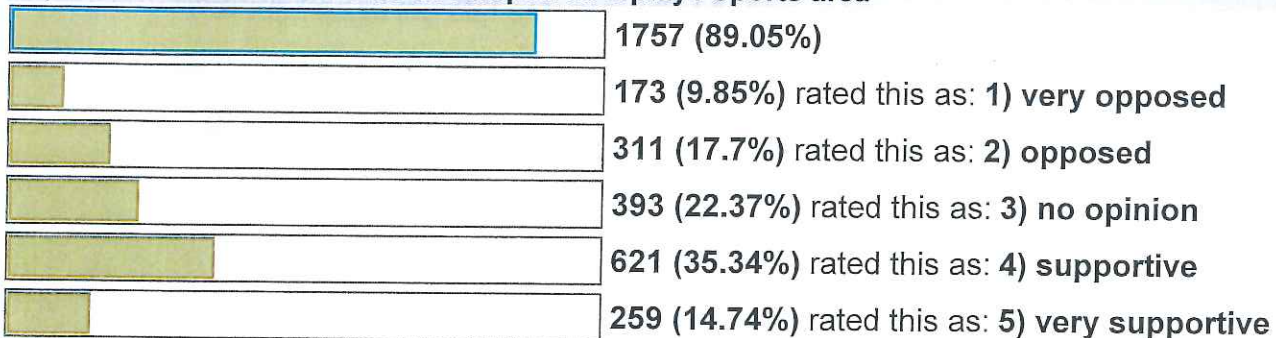
A3) Would support the land being used to provide a replacement primary school with community facilities



A4) Would like the land to be used for allotments / environmental uses



A5) Would like the land to be developed as a play / sports area



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Paper(s) follow for:

Item RP&P.17/64

**(Available for
Councillors only)**



BOVEY TRACEY TOWN COUNCIL

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Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

11th July 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Planning Committee which will be held in the Council Chamber, Town Hall, Bovey Tracey on Monday 17th July 2017 at 8pm (approx.) following the Recreation, Parks & Property Committee meeting for the purpose of transacting the business as set out on the agenda below.

AGENDA

Interests to be declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

Previous Minutes:

Approved minutes of the previous meeting are available on the Town Council's website (www.boveytracey.gov.uk) for inspection. If a paper copy is required, these can be collected, on request, from the Town Council's offices during office hours, prior to the meeting.

PL.17/49 Apologies for absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

PL.17/50 Consideration of Planning Applications:

DNPA Applications listed to 9.6.17: None

TDC Applications listed to 16.6.17: None

DNPA Applications listed to 16.6.17: None

TDC Applications listed to 23.6.17:

- a) 17/01640/CAN Crown lift to 5m from base and crown reduce by 2-3m laterally on southern side one ash; remove two limbs overhanging annexe and to clear BT line one tree and reduce group of holly and bay trees by 5m in height at Cross Cottage, Mary Street for Mr Jim Williams.
- b) 17/01670/FUL Installation of air to air heat pumps at 2 Becket Road for Mr R Young.

DNPA Applications listed to 23.6.17: None

TDC Applications listed to 30.6.17:

- c) 17/01463/VAR Variation of condition 2 on planning permission 16/01212/FUL (raising roof of outbuilding to create additional living accommodation and ground works) to allow changes to roof and walls at 10 Town Hall Place for Mrs C Gault.

DNPA Applications listed to 30.6.17: None

TDC Applications listed to 7.7.17:

- d) 17/01426/FUL Installation of new car park lighting and a Devon hedgebank at Riverside Inn, Fore Street for Co-op.

PL.17/51 Planning Decisions:

Approvals:

a) TDC:

- i) Two storey extension to rear and side and new porch to front elevation at Minnewater, Newton Road. (N/O)
- ii) Demolition of existing building and erection of ten dwellings including associated roads and landscaping at Tracey Vale Retirement Home, Brimley Vale. (N/O with provisos)
- iii) Erection of single storey front extension to form new entrance porch and wc at 2 Brow Hill, Heathfield. (O)
- iv) Single storey utility/workshop extension and conversion of garage at 14A Wallfield Road. (N/O)
- v) Variation of condition 4 on planning permission 16/02063/FUL (Demolition of existing dwelling and replacement with two dwellings) to allow use of uPVC windows rather than timber casements at Sunnyside, Hind Street. (N/O)
- vi) Erection of a detached dwelling at 17 Heathfield Close. (O)
- vii) Conversion of garage and gym to living accommodation at Edgemoor, Avenue Road. (N/O)
- viii) Two storey side extension and single storey extension to front of property at 23 Kiln Close. (N/O)
- ix) Prune four oak trees within group A1 at 17 & 18 Northwoods, New Park. (Referred)

b) DNPA:

- i) Revision to existing approval ref. 0457/10 for a rear extension and conversion of existing roof space with dormer, new pitched roof over front door to replace flat roof at Lilac Cottage, Under Lane, Lower Brimley. (N/O)
- ii) Erection of single storey rear extension at Aller Farm Bungalow, Higher Aller Lane. (N/O)

Refusals:

TDC:

- c)
- i) Agricultural storage building at Bovey Heath Farm, Field off A382. (No view - lack of details)
 - ii) Erection of a dwelling (revised scheme) at Holly Court, Thorn Cross (O).
 - iii) Replacement of three timber casement windows with Upvc windows on front elevation at 71B Fore Street. (N/O)
 - iv) Fell one oak tree at 45 Musket Road, Heathfield. (Referred)

d) Appeal Decision:

- i) Appeal against a refusal to grant express consent for a business advertisement at J P Sibley & Sons Ltd, Town Hall Garage - appeal dismissed. (O)

The Town Council's submitted observations: No objections - N/O. Objection - O.

PL.17/52 Neighbourhood Plan Steering Group:

To receive a verbal update at the meeting.

PL.17/53 Recess Arrangements for Summer 2017:

To note that the summer recess period will take place between Monday 24th July and Friday 25th August 2017. Planning applications received during the recess will be circulated by email and available for inspection at the Town Council office.

Chairmen and Vice-Chairmen are particularly requested to inspect and comment on applications. Other Members are also welcome to inspect and comment on applications.

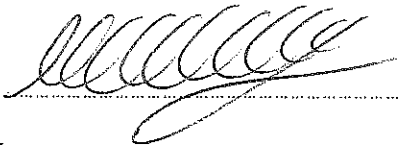
PL.17/54

General Planning Matters brought forward by Councillors:
(For information only).

SIGNED

M WELLS

TOWN CLERK



DATE

11/07/17