

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 3rd January 2017
at The Limes, High Street- 7.36pm.

PRESENT: Cllr Hallett (Chairman), Cllr McNulty, Cllr Sams, Cllr Hull, Cllr Douglass, Cllr Freeman, Cllr Oakley, Cllr Robinson, Cllr Dixon, Cllr Geraghty, Cllr Woodhouse, Cllr Hirtzel
 District Cllr McCraith, District Cllr Cathcart
 Members of Public 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Catherall, Cllr Spenceley and County Cllr Dent

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 29th November 2016

Minutes of the Planning Committee Meeting held on Tuesday 29th November 2016 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Public Sector Mapping Agreement

Cllr Hallett advised that he had received a licence to use the service as discussed at the last meeting. There were no costs involved with signing up but if larger scale plans were needed a fee would be required.

5. CORRESPONDENCE

No correspondence had been received.

6. OPEN FORUM

6.1 Access to Ski-Slope

Councillors were advised that the District Council Planning Officer, responsible for the planning application, appeared to be confused over the condition of the permission and this needed to be monitored. There was concern over a condition for the applicant to obtain an emergency exit from the site in relation to flooding. Another condition was for an approved Travel Plan. The parishioner agreed to forward details to the Parish Council who had not received any information on the planning consent from South Cambridgeshire District Council. The Chairman thanked the parishioner for his investigation which was appreciated by Councillors. Cllr Cathcart added that this needed to be watched carefully as the access could go ahead without the conditions being fully discharged.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Applications for Discharge of Conditions (FOR INFORMATION ONLY)

The Clerk confirmed that she had received one application relating to the Pavilion (Ref S/2998/15/FL). The Chairman added that this was to advise that the Planning Officer had received the details. There were other applications shown on the District Council website with the same status including an application for 46 The Causeway which included a Traffic Management Plan.

7.2 Tree Work Applications

There were no tree work applications for consideration.

7.3 Planning Decisions notified by South Cambridgeshire District Council

No decision notices had been received.

8. NEIGHBOURHOOD PLAN

The Clerk was asked to arrange for a District Council officer to attend a meeting to present the requirements of compiling a Neighbourhood Plan. *-Clerk*

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

9.1 South Cambridgeshire District Council Planning Committee

The Chairman advised that the next Planning Committee meeting would be held on the 11th January 2017 and was scheduled to start earlier than usual. The agenda was not yet available but if there was anything on the agenda relating to Bassingbourn-cum-Kneesworth the Chairman would attend. Cllr McCraith advised that he was aware that there was to be a long agenda due to a planning application for a development of 10 houses on a Brownfield site in Shingay-cum-Wendy. Officers had made a recommendation of Approval for the application. Cllr McCraith, who served on the Planning Committee, was not sure if there was anything relating to the village on the agenda.

The meeting closed at 7.45pm

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 24th January 2017
at The Limes, High Street- 7.30pm.

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

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Catherall, Cllr Oakley, Cllr Woodhouse, Cllr Hirtzel and County Cllr Dent

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 3rd January 2017

Minutes of the Planning Committee Meeting held on Tuesday 3rd January 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

There were no Matters Arising.

5. CORRESPONDENCE

5.1 Ski Slope Access Petition

A petition was in circulation. This was to address the access to the Ski Slope via Guise Lane which was prior to the MOD announcing that the Barracks was going to re-open in 2019. It was hoped that there was now a strong possibility that the access could be regained via the main gate off the A1198. Cllr Cathcart asked how the petition was going to be presented adding that if it was sent to South Cambridgeshire District Council it had to be noted by the full council. He advised that a significant number of signatures should be sought as it would show the depth of feeling in the village.

6. OPEN FORUM

6.1 Ski Slope Access

Councillors were advised that the conditions relating to the planning consent were still in draft form and this was being chased up with the officers. It would be progressed higher if there was no response. A Travel Plan was a major omission which Cllr Sams confirmed was a requirement.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/0083/17/FL

57 Spring Lane –Demolish existing single storey utility room and conservatory and build new single storey kitchen and utility room

Recommendation -Support

7.2 Tree Work Applications

7.2.1 Planning Ref S/0020/17/TC

39 South End –Work to Cherry Tree and Pear Tree

No Comments

7.3 Planning Decisions notified by South Cambridgeshire District Council

No decision notices had been received.

8. NEIGHBOURHOOD PLAN

An informal meeting had been arranged for the 31st January 2017 with South Cambridgeshire District Council Officers. The Clerk to confirm the venue. Councillors were urged to attend if possible. This was an information gathering session and there would be a formal presentation to Councillors in due course.

-Clerk

9. LOCAL GREEN SPACE UPDATE

The Chairman reported that the Planning Inspector was currently examining the Local Green Space in the Local Plan. The County Council, as the landowners, had objected to The Rouses being included. They had previously applied for housing on the site. The Chairman attended a hearing at the District Council offices and confirmed that the land had been properly assessed and was important to the village. The Inspector did not give any hints as to the outcome.

Cllr Cathcart thanked the Chairman for attending the hearing at short notice. He added that by having someone from the parish to support the case was very helpful.

Cllr Spenceley queried areas of land in the village, owned by Cambridgeshire County Council, which could be used for housing. The Chairman stated that there were no formal applications to date but advised that the County Council held pockets of land south of The Causeway. He confirmed that the Rouses area in question was not the land currently leased to the Parish Council it was the remainder.

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

There were no issues raised.

The meeting closed at 7.46pm

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 7th February 2017
at The Limes, High Street- 7.45pm.

PRESENT: Cllr Hallett (Chairman), Cllr McNulty, Cllr Sams, Cllr Douglass, Cllr Freeman, Cllr Spenceley, Cllr Dixon, Cllr Geraghty,
 District Cllr Cathcart
 Members of Public 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Catherall, Cllr Oakley, Cllr Woodhouse, Cllr Hirtzel, Cllr Robinson, Cllr Hull, District Cllr McCraith and County Cllr Dent

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 24th January 2017

Minutes of the Planning Committee Meeting held on Tuesday 24th January 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Ski Slope Access Planning Application

The Chairman reported that a resident had set up a meeting with the District Council Head of Development Management, Julie Baird, to discuss the conditions stated on the draft planning consent. It was noted that there was no requirement for a Travel Plan or reference to a Section 106 contribution. The Chairman reminded Councillors that on the original plans there was provision for a contribution towards a pedestrian crossing in the High Street but because there would be no suitable place for a crossing the provision had been left out as it could not be claimed without a project. The Chairman expressed concern over the omission as it would not be forthcoming if another project was found. The Chairman, Cllr Spenceley and Cllr Cathcart would be attending the meeting with Ms Baird. Cllr Cathcart referred to the plans to reopen the Barracks. He stated that the Planners needed to be asked if there was any scope for the reconsideration of the decision as access may be allowed through the main entrance off of the A1198 as it was in the past. He was not aware of the planning consent formally being issued so felt the question could be asked. Cllr Sams added that at the time of the application, when the outcome of the Barracks was still undecided, protesters said it was premature to consider the application. It was noted that the Ministry of Defence could still refuse permission to use the land. Cllr Spenceley and Cllr Freeman both stated that they were aware that the site, when open, would be a lot more secure than when the previous occupants were there. Access via the back gate would surely weaken this security.

5. CORRESPONDENCE

5.1 Land at Clear Farm

An agent, David Walton, working for Cambridgeshire County Council had advised of potential development on land at Clear Farm and asked for a meeting with Councillors to discuss proposals prior to a formal public consultation. Mr Walton added that it appeared that the line of the lease area on the plan was different to the fence line and shrub planting that had been placed on the ground.

The Chairman asked the Clerk to acknowledge receipt of the request and advise that the Parish Council Chairman was currently away. On his return a meeting would be set up.

-Clerk

6. OPEN FORUM

6.1 Ski Slope Access

Councillors were reminded that in addition to the points raised in the discussion under Item 4.1 the applicant also had to get an emergency evacuation plan submitted and agreement of a route for refuse lorries through the Barracks.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/3625/16/FL

50 Elbourn Way –Change of use from amenity land to garden use

(Stephen Foster)

Recommendation -Support

7.2 Tree Work Applications

There were no applications for consideration.

7.3 Planning Decisions notified by South Cambridgeshire District Council

No decision notices had been received.

8. NEIGHBOURHOOD PLAN

A meeting had taken place between Parish Councillors and District Council officers. This had been a useful session. Notes of the informal meeting were distributed to Councillors. The Clerk was asked to circulate a copy by e-mail for those Councillors who were absent. The Chairman advised that the officers were very keen to state that support and involvement from the community was vital at the early stages as at the end of the process there would need to be a referendum on the Plan. He suggested as a first step an item be put in the Village Voice and had prepared a draft which was circulated. It was agreed that once Councillors had advised of any tweaks the item would be submitted for the next edition. Cllr Sams suggested that details also be put on the village website and notice boards.

-Clerk

The Chairman then advised that there was a District Council Policy writing workshop on the 22nd February 2017 which he had put his name forward for. Cllr Spenceley also expressed an interest in attending.

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

There were no issues raised.

The meeting closed at 8.16pm

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Wednesday 22nd February 2017
At The Chapel Schoolroom, South End- 7.15pm.

PRESENT: Cllr Freeman (Chairman), Cllr Sams, Cllr Douglass Cllr Dixon,
 District Cllr Cathcart
 Members of Public 3

In the absence of Cllr Hallett the meeting was Chaired by Cllr Freeman.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hallett, Cllr Oakley, Cllr Geraghty, Cllr McNulty, Cllr Catherall

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no interests declared.

3. OPEN FORUM

3.1 The Rouses

Councillors were asked for an update on the County Farms owned Rouses land. The Clerk advised that at the last Planning meeting Cambridgeshire County Council Agent had asked for a meeting with Councillors to discuss proposals for development on the land prior to a formal consultation. The Agent had stated that it appeared that the line of the lease area on the plan was different to the fence line and shrub planting that had taken place. The Clerk added that she was in the process of organising the meeting.

4. PLANNING/TREE WORK APPLICATIONS

4.1 Planning Applications

4.1.1 Planning Ref S/0341/17/FL

29 Walnut Tree Close –Single storey rear extension to dwelling

(Mr & Mrs White)

-Recommendation Support

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

5.1 South Cambridgeshire District Council Planning Department

Cllr Cathcart reported that the majority of Members, regardless of their political party, were unhappy with the way that Planning Applications in the district were currently being treated and the way Planning consents were being determined. The Councillors had asked for a meeting with the Senior Planners.

The meeting closed at 7.27pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 7th March 2017
at The Limes, High Street- 7.30pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Douglass, Cllr Freeman, Cllr Spenceley, Cllr Dixon, Cllr Geraghty, Cllr Woodhouse, Cllr Oakley, Cllr Robinson, Cllr Hull, Cllr Catherall, Cllr Rincón
 District Cllr Cathcart, District Cllr McCraith
 Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr McNulty and County Cllr Dent

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 February 2017

Minutes of the Planning Committee Meeting held on Tuesday 7th February 2017 were agreed a true record and signed by the Chairman.

3.2 Minutes of Planning committee meeting 22nd February 2017

Minutes of the Planning Committee Meeting held on Wednesday 22nd February 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Land at Clear Farm

A meeting had been arranged with the Agent for Tuesday 14th March 2017 at 11am. The Parish Council Chairman, Peter Robinson, and Planning Chairman would attend.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

There were no issues raised at this point.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/0673/17/LB & S/0672/17/FL

17 High Street –Single storey extension and internal alterations
 (D Chamberlain)

Recommendation -Support

7.2 Tree Work Applications

7.2.1 Planning Ref S/0584/17/TP

Holland House, Kneesworth House –TPO Tree Work. The Chairman explained the proposed work to the meeting as all trees had Tree Protection Orders. Cllr Catherall expressed concern that the trees to be felled would not be replaced. The Chairman advised that there were a lot of trees already on the site. There were no representations to be made.

7.2.2 The Cedars

Cllr Cathcart advised that he was aware that tree work had taken place on the site with a lot of trees removed. As far as he was aware the important trees were still there. The District Council Tree Officer had advised that he would prosecute as this illegal work irrevocably damaged that part of the site.

7.3 Planning Decisions/Appeals notified by South Cambridgeshire District Council

7.3.1 Planning Ref S/1566/16/OL

Land to the west of the Cemetery, The Causeway –Notification of Appeal to the Secretary of State. All representations from the planning application stage had been forwarded to the Inspector but any additional information was welcome by the end of March 2017.

Cllr McCraith reported that the main reason for the refusal by South Cambridgeshire District Council was the space between Bassingbourn and Kneesworth. He added that he was not that confident that the Planning Inspector would act as if there was a LDP in place and turn the appeal down.

The Chairman stated that as far as he was aware the parish had done all that it could to refuse the application.

Cllr Cathcart added that there had been the change to the future of the Barracks since the planning consent was refused. As there would be families moving onto the site children from those families would need places at the primary school and Village College. If the appeal was allowed, and the houses were built, there would be even more pressure on the schools to accommodate the children from these homes.

The Chairman invited members of the public to speak. Councillors were urged to make further representations based on the change to the Barracks situation and the school places. Cllr McCraith added that any focus of correspondence should be sent to the Planning Inspector, and only copied to the District Council Planners, as the correct route.

It was agreed that this would be an agenda item for discussion at the next Planning Meeting on the 21st March 2017. The Chairman asked people to bring any case that they thought relevant to that meeting so that the Parish Council could decide if it wanted to make a further representation.

7.3.2 Planning Ref S/3625/16/FL

50 Elbourn Way –Change of use from amenity land to garden land

-Permission Granted by District Council

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman and Cllr Spenceley had attended a Neighbourhood Planning workshop in Cambourne on policy writing. The workshop was useful but as this Parish Council is in the very early stages policies would not be needed yet.

The agreed notice seeking village expression of interest had been placed in the Village Voice, on notice boards and on the website. A decision on whether or not to go ahead with a Neighbourhood Plan would have to be taken by the full Parish Council, due to the expenditure involved, which would probably be the AGM in May 2017 once parishioner views were known.

The Chairman added that the Neighbourhood Planning Bill 2016/17 had reached the report stage in the House Of Lords. This Bill would allow for account to be taken of emerging Neighbourhood Plans and would also remove the Permitted Rights for conversion of Public Houses into private dwelling houses so that they would need planning permission for conversion.

Cllr Cathcart advised that he was a member of a Neighbourhood Plan working group adding that there were areas where the District Council could help with the preparation of the Plan. The Chairman stated that at the workshop the District Council strongly mentioned that the District Council had the people who could help.

9. LAND EAST OF SPRING LANE S/1745/16/OL –FOLLOW UP MEETING

A resident had arranged a site meeting with the Planning Officer, David Thompson, and County Council Flood Team Officer, Rebecca Roberts. The Chairman had also attended the meeting at which the test pits on the site were discussed. Ms Roberts explained that as the infiltration rates were satisfactory the County Council were not objecting. At the meeting the design of the attenuation tank, and inadequacies, were discussed. The Chairman had explained why the Parish Council had objected to the original planning applications including the flood risk to adjoining areas from inadequate drainage design. Mr Thompson and Ms Roberts agreed to give very close scrutiny to the drainage design when the reserved matters were considered at the full planning stage. The Chairman stated that he felt that this was positive feedback and that approval would not be given to the application until a proper drainage system was put in. The Chairman advised Councillors that he had asked about tree planting in the vicinity of the attenuation tank when the Parish Council took over the Public Open Space on the site.

Members of the public were invited to speak. It was suggested that a letter be sent to Mr Thompson so that they were absolutely clear on what was agreed at the site meeting. It was noted that recent tests on the site related to the ground water levels which were needed for the tank design.

Councillors were advised that Clive Kingsley, who had been an active campaigner against development of this site, had been killed in a motorcycle accident the previous month. Thoughts were with his family.

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

10.1 5 Year Housing Land Supply

Cllr McCraith reported that Julie Baird, Head of Development Management, Planning and

New Communities was leaving South Cambridgeshire District Council at the end of March 2017. There were lots of plans now in place to try and make Developers build what they said they were going to build in their Planning applications. Cllr Cathcart advised that the District and Cambridge City Councils jointly would have a five year housing land supply by the end of April 2017, provided that the Planning Inspector agreed to the joint approach. South Cambridgeshire on their own were unlikely to meet their target for another two years. Cllr Cathcart stressed that it was very important to get the agreement of the Planning Inspector as having a joint plan would be a powerful defence. A meeting was being arranged with the Planning Director to urge this.

The meeting closed at 8.15pm

Bassingbourn-cum-Kneesworth Parish Council

PLANNING COMMITTEE

Minutes of Meeting held on Tuesday 21st March 2017

at The Limes, High Street- 7.30pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Douglass, Cllr Freeman, Cllr Dixon, Cllr Geraghty, Cllr Oakley, Cllr Robinson, Cllr Hull, , Cllr McNulty
District Cllr Cathcart, District Cllr McCraith
Members of Public 10

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Woodhouse, Cllr Spenceley, Cllr Catherall, Cllr Rincón and County Cllr Dent

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 March 2017

Minutes of the Planning Committee Meeting held on Tuesday 7th March 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Land at Clear Farm

The Chairman reported that a meeting had been held with a representative from County Farms, their agent and the Parish Council Chairman, Cllr Robinson. Their immediate concern was that it appeared the fencing at the back of the land leased to the Parish Council was in the wrong place. County Farms wanted to develop the Rouses land behind the leased land and had plans for around 30 homes, which was not a particularly high density, and wanted to know whether the fence would be moved. This would increase the leased area slightly. The Chairman reminded Councillors that the Parish Council had put forward for this additional Rouses land to be local green space and the emerging Local Development Plan contained that. He stressed that a planning application had not yet been submitted so at this stage the proposal was for information. The Developer had asked to make a presentation at the next planning committee meeting. There would also be a public consultation taking place in the village on the 5th April 2017. The Chairman advised that as the fence would affect the recreation land, and it would cost money to move, he would raise the issue at the following Parish Council meeting.

4.2 The Cedars

Cllr Cathcart confirmed that there had been no further update on the tree cutting. As far as he was aware action was being taken.

5. CORRESPONDENCE

5.1 Old Market Site, Old North Road

Communication had been received from the owners of Turnpike Nursery who were concerned that the old market site had been cleared for housing. The owners advised that their business had previously been refused the expansion of their entrance, for more heavy good vehicles, due to the A1198 infrastructure being unsuitable for extra traffic.

The Clerk was asked to reply to the communication advising that as far as the Parish Council were aware there had not been any planning applications submitted for the site and therefore no permissions granted.

-Clerk

6. OPEN FORUM

There were no issues raised at this point.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/775/17/FL

Land adj to Lilac Cottage, 10 The Causeway –New Dwelling
(Mr Neil Gallery)

Plans were studied by Councillors. The Chairman advised that none of the existing structures on the site were going to be removed adding that there were buildings fronting The Causeway in the Past. He then invited members of the public to contribute to the discussions.

Concerns were raised over the parking on the High Street, by customers of The Hoops, which already affected the area in the proximity to Elm Tree Drive. A new dwelling would add to the congestion. Concerns were also raised over the proposed position of the new dwelling being so close to a listed building.

Councillors agreed with these points. A vote was taken with the agreement that a No Recommendation be made. The response to the Planners would note the concerns.

Recommendation –No Recommendation

Concerns over the highway safety with existing parking in the area outside The Hoops within close proximity to Elm Tree Drive.

Concerns also about the proposed new dwelling being positioned so close to Lilac Cottage which may adversely affect the setting of the listed building.

7.2 Tree Work Applications

There had been no tree work applications received.

7.3 Planning Decisions/Appeals notified by South Cambridgeshire District Council

There had been no decision notices received.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman confirmed that he had placed an article in the Village Voice, on notice boards and also on the village website asking for interest in drawing up a Neighbourhood Plan. To date two parishioners had expressed their interest which was a low response. He asked anyone in attendance at the meeting, who was interested, to let him know. A member of the public asked if a Plan would be taken notice of if in place. It was confirmed that South Cambridgeshire District Council must take notice of it as it would work alongside the Local Development Plan once adopted. However until the Local Plan is adopted, the lack of a 5-year housing land supply carries more weight than a Neighbourhood Plan. Cllr McCraith added that the compilation of a Plan would take at least a couple of years and by that time the Local Development Plan would have been adopted. The Chairman concluded that a Plan needed the support of the community and without it would not go ahead.

9. LAND TO THE WEST OF THE CEMETERY –NOTIFICATION OF APPEAL TO THE SECRETARY OF STATE

This appeal had been discussed at the last meeting where it was suggested a further representation could be made based on the pressure on the local infrastructure the development would mean now that the Barracks is to reopen. The children living at the barracks would take places at the primary school and Village College. Cllr McCraith reiterated that the main reason for the refusal of the planning application was the separation between Bassingbourn and Kneesworth.

After discussion it was agreed that a further representation would be made advising of the change in the Barracks since the planning decision was made with confirmation that Councillors still continued to object to the development for the original reasons.

-Clerk

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

There were no issues raised.

The meeting closed at 8.00pm

Bassingbourn-cum-Kneesworth Parish Council

PLANNING COMMITTEE

Minutes of Meeting held on Tuesday 4th April 2017

at The Limes, High Street- 7.20pm.

PRESENT: Cllr Hallett (Chairman), Cllr Sams, Cllr Douglass, Cllr Freeman, Cllr Dixon, Cllr Catherall, Cllr Rincón, Cllr Robinson, Cllr Hull, Cllr McNulty
District Cllr Cathcart, District Cllr McCraith
Members of Public 31

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Geraghty, Cllr Oakley and County Cllr Dent

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no interests declared.

3. LAND AT CLEAR FARM –PRESENTATION BY DEVELOPER

The Chairman explained the planning process for the proposed application and that the Parish Council was a statutory consultee. He invited Mr Rob Hasselder to speak.

Mr Hasselder advised that he was a Project Manager for Cambridgeshire County Council and not a Developer. His job was to assess the County Council land. As the County and District councils were receiving reducing central Government funding they had to look at becoming self financing. Mr Hasselder stated that at this stage he was looking to get a good development and referred to the housing shortfall in South Cambridgeshire. The proposed development was policy compliant with affordable and market housing ranging from 2 to 5 bedroom dwellings. The site would also be low density and as open as possible. As part of the proposed scheme there could be the possibility of extending the existing area of the Rouses, which the Parish Council leased, so the community would benefit. A leaflet had been distributed to residents of the village laying out the proposal and there was to be a village consultation the following day in The Limes. Mr Hasselder invited feedback which would be useful for the County Council.

The Chairman opened the meeting to parishioners adding that it would also be useful for the Parish Council to hear the comments which would help with the process once a planning application was received.

Mr Hasselder was asked the time frame from the consultation to the planning application stage. He advised that the consultation period at this stage would be three weeks. Following that the comments would be assessed, and plans adjusted, and then the planning application could be submitted to South Cambridgeshire District Council.

He was asked that if there was 100% opposition to the plans would the proposal not go ahead. Mr Hasselder stated that there was an obligation for the County Council to make the best use of its resources. Cllr Cathcart advised that had there been a Local Development Plan adopted South Cambridgeshire District Council would not consider the application as the site had been identified as a local green space. He added that the nature of this unique site needed to be considered as if lost it would be lost forever.

The County Council were accused of taking advantage of the position with the lack of a Local Development Plan and it was stated that the County Council should wait until the Plan was adopted. Mr Hasselder stated that every District Council had the obligation to identify sites as there was a national shortage of housing. Books had to be balanced and there was a moral obligation to provide housing.

Reference was made to the other recent Planning Applications in the village and the return of personnel to the Barracks which would be a pressure on the village infrastructure. Mr Hasselder stated that these developments were not controlled by the County Council.

The site location was questioned as there was one access from a rural road and the site was also known to be contaminated. Mr Hasselder replied that any mitigation on the site would be dealt with. Cambridgeshire County Council were considering many sites in many villages.

The Chairman then closed the meeting to the public and welcomed Councillors questions.

Cllr Douglass expressed concern over the pressure on the Primary school which was having to build two new classes as a result of the Barracks situation. Mr Hasselder advised that due to the facilities in the village it had been reclassified as a Minor Rural Centre, from a Group Village, and guidelines state that developments such as this would be able to be supported.

The Chairman thanked Mr Hasselder for his presentation and urged residents to attend the drop in session the following day in The Limes. There would be another opportunity for representations once the planning application was received for consideration by the Parish Council.

4. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning committee meeting 21st March 2017

Minutes of the Planning Committee Meeting held on Tuesday 21st March 2017 were agreed a true record and signed by the Chairman.

5. MATTERS ARISING

There were no matters arising.

6. CORRESPONDENCE

Correspondence received was discussed under agenda items.

7. OPEN FORUM

7.1 Planning Applications

The Chairman was asked if he was aware of any other developments coming forward apart from the Rouses proposal. He confirmed that at this time he was not aware of anything but other applications could come forward while the Local Development Plan was not in place.

7.2 Public Consultations

The point of the public consultations by developers was questioned. There had been a consultation on the Spring Lane development, which parishioners were against, but the application had gone ahead and been approved by South Cambridgeshire District Council anyway. The Chairman advised that in this case the Parish Council had been in touch with the Planners as there were still issues that had to be addressed regarding drainage on the site. There was a high water table and the site was hard to drain. The Planners had promised to look at this issue very carefully before final Planning Consent was given.

8. PLANNING/TREE WORK APPLICATIONS

8.1 Planning Applications

8.1.1 Planning Ref S/0824/17/FL

112 Old North Road –Erection of two self build houses
(Mr G Hillier)

It was noted that these properties, designed for disabled people, were outside of the village framework. The Chairman advised that the environmental surveys were very thorough.

Recommendation –Objection

-The properties are outside of the village framework

8.1.2 Planning Ref S/2253/16/RM (amended)

Land north of 131 The Causeway –Reserved matters application for layout, landscape, design and scale 20 dwellings
(Bassingbourn Properties Ltd)

The plans were studied by Councillors. The previous design, similar to Butterfield Drive, had been changed. The windows were now smaller and there were a brick facing. The colour of the bricks was discussed and it was suggested that the appearance could be improved if Cambridge white brick was used. The Chairman advised that there was a substantial amount of information but nothing relating to drainage which the environmental survey, carried out at the application stage, had stated had failed to drain.

Recommendation –Refuse

-The Geo-environmental assessment submitted for the outline Planning Application S/1199/13/OL states (page 20) that slow infiltration was encountered on the site, that the test pits did not empty and that groundwater seepage was encountered at approximately 2.5metres bgl. The plans submitted with this application S/2253/16/RM do not show any means of Sustainable Urban Drainage in accordance with the Cambridgeshire Flood and Water Supplementary Planning Document. The Parish Council recommends that the planning permission is not given until satisfactory proposals for Sustainable Urban Drainage are provided.

The Parish Council would also like to see the use of Cambridge whites used for bricks.

Councillors were made aware that there was a house up for sale at the end of The Causeway with land adjoining the site. They were asked if this had been taken into consideration. Councillors were unaware of this.

8.1.3 Planning Ref S/0961/17/FL

The Belle, 61 North End –Proposed two new dwellings
(Kindred Property Development)

Concerns were raised over the height of the proposed properties in relation to the neighbouring buildings. There were also still issues with vehicles parking on the corner of

Mill Lane and North End. Cllr McCraith suggested this be brought to the attention of the planning officer as an 'issue of concern'.

-Recommendation Support

Issue of Concern –the ongoing parking on the corner of Mill Lane and North End. Councillors also note the significant height of the proposed properties and ask that the Planning Officer gives this attention

7.3 Planning Decisions/Appeals notified by South Cambridgeshire District Council

There had been no decision notices received.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised the process for the Neighbourhood Plan and confirmed that he had placed an article in the Village Voice, on notice boards and also on the village website asking for interest. He had received a very poor response to date with only six people coming forward. He added that this was a community lead Plan and there had to be a significant amount of interest for the compiling of the Plan to go ahead. A decision would be made at the Parish Council AGM on the 23rd May 2017. He hoped more people would come forward in the meantime.

Cllr Robinson asked if the Plan could go ahead without support of the village. The Chairman confirmed that it could but it was likely to fail at the referendum stage when the village would have to give their approval. Cllr Robinson suggested that parishioners were urged to respond to the questionnaire at the Annual Parish Meeting on the 25th April 2017.

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

There were no issues raised.

The meeting closed at 8.00pm

Bassingbourn-cum-Kneesworth Parish Council

PLANNING COMMITTEE

Minutes of Meeting held on Tuesday 2nd May 2017

at The Limes, High Street- 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Freeman, Cllr Robinson, Cllr McNulty, Cllr Oakley, Cllr Spenceley, Cllr Woodhouse
District Cllr Cathcart, District Cllr McCraith
Members of Public 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hirtzel, Cllr Geraghty, Cllr Sams, Cllr Hull, Cllr Dixon, Cllr Catherall and County Cllr Dent

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 April 2017

Minutes of the Planning Committee Meeting held on Tuesday 4th April 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

There were no matters arising.

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/1243/17/FL

56 Spring Lane –New build single storey 2 bed dwelling attached to host property
(Mrs Sally Ivey)

Recommendation –No Recommendation

7.1.2 Planning Ref S/1407/17/FL

25 Cambridge Crescent –Single storey mono pitch side extension following demolition of existing brick outbuilding
(Cassells)

Recommendation –Support

7.3 Planning Decisions/Appeals notified by South Cambridgeshire District Council

7.3.1 Planning Ref S/0341/17/FL

26 Walnut Tree Close –Single storey rear extension to dwelling

Planning Permission Granted

8. LOCAL PLAN UPDATE

The Chairman reported that Bassingbourn was to be part of the hearing before the Planning Inspector on the 7th June 2017 where only registered objectors and the District Council would be able to speak. There was one objector with two objections –one being an omission site. The first objection was related to Bassingbourn not being effective as a Minor Rural Centre unless housing sites suitable for 30 houses were identified. The second objection related to land north of Elbourn Way which was identified and found unsuitable in the SHLAA project in 2012.

The Inspector had asked for clarification of the village classification in the draft LDP and, if it was correctly classified, why there was no development sites allocated. Councillors agreed that with the recent approved developments this question could be answered.

The Inspector had also asked about the omission sites which were the land north of Elbourn Way, land east of South End (The Rouses) and land next to Walnut Tree Close. All three of these sites were considered and found unsuitable in 2012.

The Chairman stated that he was unaware of how the District Council was going to answer the

questions. The Planners were the experts and would hopefully present good arguments. He was hoping to attend the hearing at which the Inspector would take oral evidence and then report back on her decision at a later date. It was noted that if the Inspector did rule out these sites they could come back again in the next Plan review which was due to take place in 2019. Cllr Cathcart stated that he would reiterate the concerns of the village over these sites.

-Cllr
Cathcart

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that details of the proposed plan had been published in the Village Voice, notice boards, website and at the recent Annual Parish Meeting. To date only nine people had expressed an interest in the village having a Plan. The decision whether or not to proceed had to be taken at a full Parish Council meeting as there would be expenditure involved. He added that at this stage it did not look as if it would have the support to progress. Community involvement was essential.

The District Councillors stated that a Neighbourhood Plan would carry a lot of weight with regard to planning applications. A discussion took place on the lack of community involvement in the village. Cllr McCraith referred to the previous item, referring to the three proposed sites, and suggested that they would attract a lot of interest from parishioners so the Plan could be brought to their attention. Cllr Robinson stated that the sites and the Plan could be the focus of his next Chairman's report for the Village Voice. Cllr Douglass suggested advertising on some of the village facebook pages including 'Save the Rouses'. The Chairman confirmed that at this stage the Parish Council were only looking for parishioners to support the idea.

It was agreed that the proposed Neighbourhood Plan would be an agenda item for the AGM on the 23rd May 2017 with a view to deferring a decision until further advertising had taken place.

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

10.1 Planning Training

Cllr Spenceley had attended a District Council training session which he agreed was very well constructed. The District Council officers stated how important the gathering of evidence was in relation to planning objections. They welcomed local knowledge on traffic issues etc. Cllr Spenceley added that he had a concern that the decision making did not appear to be consistent.

10.2 South Cambridgeshire District Council Planning Meeting

The Chairman reported that the next Planning meeting was to be held on the 10th May 2017 and there were no applications for Bassingbourn on the agenda. Cllr Cathcart stated that due to the LDP hearings, on the 7th June 2017, the June Planning Committee meeting was likely to be postponed.

The meeting closed at 8.12pm

Bassingbourn-cum-Kneesworth Parish Council

PLANNING COMMITTEE

Minutes of Meeting held on Tuesday 23rd May 2017

at The Limes, High Street- 7.30pm.

PRESENT: Cllr Hallett (Chairman), Cllr Douglass, Cllr Freeman, Cllr Robinson, Cllr McNulty, Cllr Oakley, Cllr Spenceley, Cllr Woodhouse, Cllr Hirtzel, Cllr Catherall, Cllr Hull, Cllr Dixon, Cllr Rincón
District Cllr Cathcart, County Cllr van de Ven
Members of Public 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty, Cllr Sams, District Cllr McCraith

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 May 2017

Minutes of the Planning Committee Meeting held on Tuesday 2nd May 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Local Plan Update

The Chairman reported that he had received information on the hearing into the Bassingbourn sites which was scheduled for the 7th June 2017. The Inspector was now going to consider this by written evidence rather than a public hearing. This meant that the Inspector was still looking at the objection site, and two other sites, but only by means of written reports. Cllr Cathcart added that this was good news as it lowered the profile.

Cllr Cathcart then advised that there had been a Supreme Court ruling the previous week in relation to a five year land supply issue elsewhere in the country. This resulted in the bar being lowered but it was not clear by how much. This could affect any speculative planning applications that came forward.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

6.1 Neighbourhood Plan

Councillors were asked whether The Rouses would be protected against development if the Parish Council had a Neighbourhood Plan in place. The Chairman advised that, if the Plan was in existence, the Parish Council could not propose less housing than the Local Development Plan. It could though direct development away from The Rouses to another point in the village. Councillors were then asked if the Planners were aware that the Parish Council was considering a Neighbourhood Plan if this would have any weight. The Chairman confirmed that in the case of Bassingbourn-cum-Kneesworth it was far too early in the process although in recent legislation weight was to be given to emerging Neighbourhood Plans.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/0234/17/CC

Bassingbourn Primary School –Erection of 7-bay mobile building with access ramp for a temporary period until 31st August 2022

The Chairman advised that the application stated that parents and children would be encouraged to walk and cycle to school. A discussion took place on whether there would be a school bus from the Barracks, as previously happened. This was as yet unknown.

Councillors agreed to support the application. The Clerk was asked to relay this to the Cambridgeshire County Council Planning Team.

7.12 Planning Ref S/1350/17/DC (for information only)

41 Fen Road –Application to discharge condition 4 (foul water drainage) of planning permission reference S/2256/16/FL

(Mr Christopher Padbury)

7.3 Planning Decisions/Appeals notified by South Cambridgeshire District Council

-Clerk

There were no planning decisions notified.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported the number of people interested in a Neighbourhood Plan had crept up slightly to 13 which was not that many. This item was on the Parish Council agenda as the Plan would require funding should it go ahead. The Chairman added that he would be proposing that the decision, on whether or not to proceed, should be deferred until the July Parish Council meeting. Cllr Catherall suggested readvertising the appeal with an impact note. The Chairman advised that a parishioner had offered to advertise at the Mayhem market the following weekend where there was to be a 'Save The Rouses' stall. He added that he would also update the notices on the village notice boards and website.

*-Cllr
Hallett*

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

10.1 Planning Application S/0824/17/FL

Cllr Cathcart reported that the application for two self build dwellings, which was objected to by the Parish Council, had been recommended for approval by the District Council Planning Officers. He had been told that this was a unique situation and the applicant had been on the self build register for a long time.

The meeting closed at 7.52pm

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 20th June 2017
at The Limes, High Street- 7.25pm.

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

1. ELECTION OF CHAIRMAN

The Parish Council Chairman, Cllr Robinson, opened the meeting and asked for nominations for Chairman. Cllr McInulty proposed Cllr Hallett which was seconded by Cllr Sams. There were no other nominations. Cllr Hallett agreed to continue as Chairman of the Planning Committee.

2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Woodhouse, Cllr Geraghty, Cllr Oakley, Cllr Rincón and County Cllr van de Ven.

3. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

4. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning committee meeting 23rd May 2017

Minutes of the Planning Committee Meeting held on Tuesday 23rd May 2017 were agreed a true record and signed by the Chairman.

5. MATTERS ARISING

There were no Matters Arising.

6. CORRESPONDENCE

Correspondence Received was discussed under Agenda items.

7. OPEN FORUM

There were no issues raised.

8. AGREEMENT OF TERMS OF REFERENCE

On a proposition by Cllr Freeman, seconded by Cllr Sams, it was agreed that there were no alterations to the Terms of Reference. The Chairman added that if the Parish Council decided to proceed with a Neighbourhood Plan then these Terms would need to be amended to allow a certain amount of expenditure.

9. PLANNING/TREE WORK APPLICATIONS

9.1 Planning Applications

9.1.1 Planning Ref S/1915/17/FL

Mill Barn House, Mill Lane –Build an oak framed garage in garden and convert current garage (attached to house) into living space

(Mrs Charlotte Andrews)

-Recommendation –Support

9.1.2 Planning Ref S/1984/17/FL

21 Cambridge Crescent -2 storey side extension and single storey rear extension

(Mr Mark Williams)

Recommendation -Support

9.2 Tree Work Applications

There were no tree work applications for consideration.

9.3 Planning Decisions notified by South Cambridgeshire District Council

9.3.1 Planning Ref: S/0672/17/FL

17 High Street –Single storey extension and internal alterations

-Planning Permission Approved

10. NEIGHBOURHOOD PLAN UPDATE

The Chairman advised that he had revamped the notices for the boards and website. He had

also circulated a copy to the various groups, against development, to circulate further. This had produced a very small amount of interest and there were now 18 interested parties which was still not enough. He added that the guidance for Village Meetings was at least 20 people to go ahead. There was no guidance for Parish Councils.

A discussion took place on other ways support for the Neighbourhood Plan could be raised including a petition, flyers and door to door canvassing. Cllr Cathcart stated that it was not unusual for a Plan to get off to a slow start , getting people involved, adding that the Plans were increasingly giving villages a say in development and should carry weight with the Planners.

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

11.1 Appeal Decision Planning Ref S/1566/16/OL, Land to the West of the Cemetery, The Causeway

The Clerk reported that the Planning Appeal, made to the Secretary of State, had been allowed. Cllr Hallett added that the associated report included a lot of conditions relating to drainage so these requirements would need to be met. Cllr McCraith stated that for this appeal the costs were not awarded to South Cambridgeshire District Council which was unusual at this time.

11.2 Site at end of Tower Close

Cllr McCraith reported that the site was not secure. The owners had made no effort to help with this and access was easily available from Tower Close and The Causeway. He had spoken to the agent but there had been no action taken. Cllr McCraith asked if the Parish Council would write to the agent to urge this. Member agreed that the Clerk would send a letter once McCraith had forwarded the information to her.

-Clerk

The meeting closed at 8.10pm

Chairman _____

Date _____

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

**Minutes of Meeting held on Tuesday 4th July 2017
at The Limes, High Street- 7.20pm.**

PRESENT: Cllr Hallett (Chairman), Cllr McNulty, Cllr Douglass, Cllr Freeman, Cllr Sams, Cllr Robinson, Cllr Hull, Cllr Catherall, Cllr Geraghty, Cllr Spenceley, Cllr Oakley, Cllr Rincón
District Cllr Cathcart, District Cllr McCraith, County Cllr van de Ven
Members of Public 3

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dixon .

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning committee meeting 20th June 2017

Minutes of the Planning Committee Meeting held on Tuesday 20th June 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

There were no Matters Arising.

5. CORRESPONDENCE

5.1 The Rouses Asbestos

A resident had expressed concern over any archaeological investigation on the Rouses, in connection with the proposed planning application, disturbing asbestos. As this area was close to the children's play area, and residential housing, confirmation of safety was requested.

The Chairman suggested that this request be kept on file and submitted to South Cambridgeshire District Council as part of the Parish Council representation to the planning application. It was pointed out that an archaeological investigation would probably be needed before the planning application submission. It was agreed that the concern be relayed to the County Council officer, dealing with the planning application, Rob Hasselder.

-Clerk

6. OPEN FORUM

6.1 Neighbourhood Plan Website

A resident had created a website to help obtain support to go ahead with a Neighbourhood Plan. The Clerk confirmed that she had circulated the link to Councillors who were advised that various other means of advertising the site would be used around the village. The Chairman reported that he had looked at the site and thanked the resident for arranging.

6.2 Bassingbourn Parish Church

Councillors were advised that there was a 28 day consultation on the proposed development of the Church currently running with the proposals on display in the Church rooms.

The Chairman thanked the parishioner for raising this adding that the planning process for the Church was completely different. It did not entail the involvement of the District or Parish Council as the planning process was completely between the Church and the Diocese.

Cllr Cathcart stated that there was still widespread concern in the village over the proposals.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/2105/17/FL

Community Centre, Bassingbourn Village College –Replacement of 4 existing luxcrete rooflights with glazed block to the main promenade with new glazed lantern style, to meet building regulation requirements and improve the aesthical appearance

(Duncan Cooper, Bassingbourn Village College)

-Recommendation –Support

7.1.2 Planning Ref S/0962/17/FL (amended)

The Belle, 61 North End –Proposed two new dwellings-amended drawings and additional information

Recommendation –Approve

7.1.3 Planning Ref S/2164/17/FL

15a High Street –Single storey rear extension and associated alterations to existing bungalow

(Mr & Mrs Webb)

-Recommendation Support with a conditions that careful consideration needed to be given at the construction stage to ensure that the footpath is not blocked.

7.1.3 Planning Ref S/1629/17/FL

125 The Causeway –First floor front side and rear extension

(Mr J Davy)

-Recommendation Support

7.2 Tree Work Applications

There were no tree work applications for consideration.

7.3 Planning Decisions notified by South Cambridgeshire District Council

There had been no decision notices received.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that he was still collecting the names of parishioners supporting the production of a Plan. He now had 36 names on the list. A decision on whether to go ahead would be made at the Parish Council meeting on the 25th July 2017.

Cllr Sams and Cllr Catherall offered to canvas their areas of the village. Cllr Spenceley added that he had called on his neighbours, to advise them of the Plan, and he did not meet any resistance. The Chairman stated that the more community support this initiative had the more chance the Plan would go ahead.

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

9.1 South Cambridgeshire District Council Planning Meeting 5th July 2017

Cllr McCraith reported that the Planning Committee was to consider an application for the Eternit site in Meldreth for 150 houses. The District Council officers had recommended approval. and if this application was to be approved there would be a lot more traffic using the roads especially Chestnut Lane. Cllr Cathcart stated that he would reinforce these concerns to the meeting adding that this was another speculative application.

9.2 Conservatory Roofs

Cllr Spenceley asked if planning permission would need to be sought to replace a glass conservatory roof with slate. The Chairman suggested that the enquiry should be directed to the Planning Officers. Cllr Robinson added that the change in material may be allowed as permitted development.

The meeting closed at 8.10pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council

PLANNING COMMITTEE

Minutes of Meeting held on Tuesday 25th July 2017

at The Limes, High Street- 7.20pm.

PRESENT: Cllr Hallett (Chairman), Cllr McNulty, Cllr Douglass, Cllr Freeman, Cllr Sams, Cllr Robinson, Cllr Hull, Cllr Catherall, Cllr Oakley, Cllr Rincón, Cllr Dixon, Cllr Hirtzel
District Cllr Cathcart, County Cllr van de Ven
Members of Public 6

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Spenceley, Cllr Geraghty and District Cllr McCraith .

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning committee meeting 4th July 2017

Minutes of the Planning Committee Meeting held on Tuesday 4th July 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

There were no Matters Arising.

5. CORRESPONDENCE

5.1 Spring Lane Development

A letter had been received from a Royston resident expressing concern over the proposed development in Spring Lane. The letter referred to the greed of the Developer building on agricultural land.

The Chairman reminded Councillors that an application for full planning consent was still to be submitted and when it was the comments would be taken into account. The Clerk was asked to acknowledge the letter advising of this.

-Clerk

6. OPEN FORUM

6.1 Neighbourhood Plan

A resident advised that there had been a lot of further support for the Neighbourhood Plan. He then asked about the Local Development Plan and the update on Local Green Spaces. Cllr Cathcart advised that there was a new criteria and there would be a further consultation if there were any changes required to the Plan. He added that a Neighbourhood Plan was about everything that affected the village.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

There were no planning applications for consideration.

7.2 Tree Work Applications

There were no tree work applications for consideration.

7.3 Planning Decisions notified by South Cambridgeshire District Council

There had been no decision notices received.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that this issue would be discussed at the following Parish Council meeting as, if the Plan was to go ahead, some expenditure would need to be approved.

As advised under Open Forum, as a result of the publicity through the website and notice boards, there was now 91 names supporting the Plan. Cllr Spenceley also had another 29 names but as these were still to be advised there might be some duplicates. The Chairman confirmed that whatever the decision was at the Parish Council meeting the Parish Council would need to feed back to those residents who had shown their support.

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

9.1 Eternit Planning Application

It was advised that the South Cambridgeshire District Council Planning Committee had deferred their decision on the application for housing, There were a range of issues that

needed attention. It was intended to put the application on the agenda again for the October 2017 meeting. Cllr Cathcart advised that he, and Cllr McCraith, had argued against the proposal.

The Chairman explained where the proposed development would be adding that most of the traffic from the site would exit Meldreth at either Whaddon Gap or along Chestnut Lane.

9.2 South Cambridgeshire District Council Planning Meeting 2nd August 2017

The Chairman advised that the next meeting was to be held on the 2nd August and there were no applications relating to Bassingbourn-cum-Kneesworth on the agenda for consideration. There was to be a further meeting on the 9th August 2017 but the agenda was not yet available.

9.3 Update on Local Development Plan

Cllr Cathcart reported that the examination was now formally completed. He felt that if there were any concerns then the Inspector would have asked for more information. It was recognised that there would be issues but the plan with modifications should be sound. Now that this major stage had passed the emerging Local Plan should hold more weight than it did before.

The meeting closed at 7.45pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 1st August 2017
at The Limes, High Street- 7.24pm.

PRESENT: Cllr Hallett (Chairman), Cllr McInulty, Cllr Douglass, Cllr Freeman, Cllr Spenceley, Cllr Robinson, Cllr Hull, Cllr Catherall, Cllr Oakley, Cllr Dixon, Cllr Woodhouse
 District Cllr Cathcart , District Cllr McCraith
 Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty, Cllr Sams, Cllr Rincón and Cllr Hirtzel

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning committee meeting 25th July 2017

Minutes of the Planning Committee Meeting held on Tuesday 25th July 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Spring Lane Development

The Clerk confirmed that she had acknowledged the letter received from a Royston resident discussed at the last meeting.

5. CORRESPONDENCE

5.1 Meeting with Spring Lane Developers

The Chairman reported that correspondence had been received from Sanctuary Housing who was the new owner of the Spring Lane site. Their representatives had asked for a meeting with Councillors to discuss proposals. They were meeting with representatives from the Doctors surgery on Monday 21st August and suggested that this date would be a good one for them. The Chairman, Cllr Robinson and Cllr Catherall expressed their interest in attending. The Chairman added that it would be good idea if a member of the Spring Lane Action Group was also in attendance. The Clerk was asked to arrange a meeting either before or shortly after the meeting with the surgery.

-Clerk

A discussion took place on Sanctuary Housing who Cllr Cathcart advised had a good working relationship with South Cambridgeshire District Council.

6. OPEN FORUM

6.1 Planning Consent Variation

Concern was expressed over a District Council Planning Committee member comment in relation to the Spring Lane development and the suggestion that more houses could be built on the site. The Chairman confirmed that this was the reason this particular District Councillor had refused the application feeling that there was not enough houses to meet planning requirements. The same District Councillor had also confirmed that he would have also refused the application for different reasons if there was more housing. The Chairman advised that the current approved outline plans would not allow any more dwellings than those agreed. If the Developers wanted an increase they would have to submit an amended outline planning application.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

There were no planning applications for consideration.

7.2 Tree Work Applications

There were no tree work applications for consideration.

Cllr Freeman advised that there was a lot of shrubbery overgrowing the Elbourn Way play area which he had cleared back. He would be seeking quotations, for the clearance, for discussion at the next Recreation Ground committee meeting on the 23rd August 2017. The Chairman confirmed that this area was outside the conservation area and there were no trees with Tree Protection Orders sited there.

7.3 Planning Decisions notified by South Cambridgeshire District Council

There had been no decision notices received.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported after combining the lists of supporters he had 126 names and it had been agreed at the Parish Council meeting on the 25th July 2017 to go ahead with a Plan. There was no edition of the Village Voice during August so there would not be a lot of action until after the Summer break. The actions now were to notify South Cambridgeshire District Council that the Plan would be going ahead, feedback the decision to the supporters and draft a notice to send out to the neighbouring Parish Councils. He added that South Cambridgeshire District Council would need to agree the Neighbourhood Area of the Plan.

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK9.1 Planning Ref S/0234/17/CC Bassingbourn Primary School

Cllr Robinson expressed his concern over the decision of the County Council Planning Committee in refusing permission for the temporary mobile classrooms at the Primary School because of the additional traffic the additional students would generate. He added that whether or not the additional classrooms were allowed the children from the Barracks would still be going to the school. The Headteacher was now investigating where in the existing school additional classrooms could be found. Cllr Douglass was aware that Sport England had become involved stating that the classrooms would take up too much green space.

A discussion took place on the role of South Cambridgeshire District Council in the application. It was unclear who had made the decision to refuse the application. The District Councillors agreed to follow up with the District Council Planners. The Clerk would investigate through the County Council Planners and include County Cllr van de Ven in the correspondence.

*-NC, DC &
Clerk*

9.2 South Cambridgeshire District Council Planning Committees

Cllr Cathcart reported that there would be two meetings during August. The reason for the additional meetings was that applications had been resubmitted for review following the recent High Court Judgement. There were no planning applications from Bassingbourn-cum-Kneesworth for consideration at either of these meetings.

The meeting closed at 7.50 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council

PLANNING COMMITTEE

Minutes of Meeting held on Tuesday 29th August 2017

at The Limes, High Street- 7.22pm.

PRESENT: Cllr Hallett (Chairman), Cllr McNulty, Cllr Douglass, Cllr Sams, Cllr Spenceley, Cllr Robinson, Cllr Hull, Cllr Catherall, Cllr Oakley, Cllr Dixon
District Cllr Cathcart , District Cllr McCraith
Members of Public 3

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty, Cllr Woodhouse, Cllr Rincón, Cllr Douglass and Cllr Freeman

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning committee meeting 1st August 2017

Minutes of the Planning Committee Meeting held on Tuesday 1st August 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Meeting with Spring Lane Developers

The Chairman, Cllr Robinson, Cllr Catherall and resident Keith Barton, had attended a preliminary meeting with the developers, Sanctuary Housing, where there were some reasonable comments made. They were intending to proceed with the original application for 30 houses although they might mirror image that plan. Concerns had been raised over the flooding and highway issues and the developers appeared to be listening. In principle it had previously been agreed to take over the open space as community orchard subject to conditions. They had also asked about the play area but this still needed to be discussed. Sarah Brind, from Sanctuary Housing, was to give a presentation to Councillors at the Planning meeting on the 19th September.

4.2 CCC Planning Application S/0234/17/CC –Bassingbourn Community Primary School

The County Council Planning Committee is due to determine the planning application at a meeting on the 7th September 2017. This had been delayed due to the request for an updated travel plan which was believed to have now been provided. A discussion took place on the previous transport of children from the Barracks by bus. The Chairman advised that he was aware that the County Officer, Andy Swallowe, was in discussions with the Barracks over gate access. The Chairman suggested that any individual interested could make a recommendation to the County Council Democratic Services Officer by the 31st August 2017.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

6.1 County and District Planning Authorities

A query was raised why Cambridgeshire County Council, rather than South Cambridgeshire District Council, was determining the planning application for the temporary classrooms at the primary school and concern was expressed over the conflict of interest in Cambridgeshire County Council determining its own application. The Chairman explained that most of the planning applications, received for consideration by the Parish Council were submitted to South Cambridgeshire District Council. Certain other applications, including schools and mineral extraction, were considered by Cambridgeshire County Council. He added that applications made for Church premises were determined by the Diocese.

6.2 Canvassing Issues Raised by residents

A resident, who had been canvassing for representations to make to the Sanctuary Housing representative, stated that there were two main issues of concern which were the lack of spaces at the Primary School, resulting in local children having to go to schools outside the village, and the difficulty in getting appointments at the Doctors Surgery. The resident stated that the Parish Council should pursue the school to find out the position regarding the lack of spaces. The Chairman stated that if the planning consent for the additional classrooms was granted then this should address the issue. He added that he saw no harm in raising the

question with Sanctuary Housing at the meeting on the 19th September.

Cllr Robinson offered to speak to the Headteacher before that meeting. He added that she was distraught when she thought that the planning consent would not be granted. He would find out the number of current pupils and how many the school could cope with.

The Chairman referred to the Doctor's surgery stating that this was a manpower problem as the building was suitable for additional Doctors.

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1. Planning Ref S/2860/17/FL

4 Elbourn Way –Alterations and extensions to provide disabled persons facilities

(Gail Williams)

-Recommendation Support

7.1.2 Planning Ref S/2947/17/FL

Brook Orchard Farm, Brook Road –Change of use to D2 outdoor fitness with associated obstacle course and parking

(Paul Harrison, Park Fit)

A resident was invited to speak. He stated that the only issue he could see with the application was the possible noise and suggested the tree line be filled in with a hedge to buffer this. The bridle path also ran alongside the site and a buffer in this position would also stop horses being frightened.

A discussion by Councillors then took place. Cllr Sams advised that there were acoustic screens that could be installed. The traffic movements were queried. The Chairman advised that the planning application stated that there would be a car park for 25 vehicles. Also in some further documentation it stated that the area could be used by up to 50 people in one session. Cllr Catherall advised that the D2 classification covered a variety of uses including night clubs and places of worship. It was suggested that a condition be requested to restrict the use of the site to outdoor fitness. After further discussion a vote was taken. Councillors did not have a recommendation but wanted to make some comments regarding the application. They then agreed to support the application with conditions.

-Recommendation Support (with conditions)

-The Parish Council would like the planners to explore measures to further reduce the possible noise to an acceptable level especially in relation to neighbouring properties, the bridleway and within 1 metre from the boundary

-The Parish Council would like a restriction for the D2 use classification in relation to outdoor fitness only

-The Parish Council would like the Planners to ensure that the provision of parking on the site meets with the District Council guidelines in order to ensure vehicles are not parked on the highway

7.1.3 Planning Ref S/2637/17/FL

33 Brook Road –Demolish existing double garage, wood store and garden shed and build a new timber frame double garage, games room and home office

(Richard Scott)

-Recommendation Support

7.1.4 Planning Ref S/2701/17/DC (for information only)

Clear Farm Barns, South End –Discharge of condition 7 (archaeology) of Planning Permission S/2363/16/FL

7.1.5 Planning Ref S/2716/17/PA (for information only)

9 Butterfield Drive –Prior approval for a proposed single storey rear extension

7.2 Tree Work Applications

There were no tree work applications for consideration.

7.3 Planning Decisions notified by South Cambridgeshire District Council

7.3.1 Planning Ref S/1915/17/FL

Mill Barn House, Mill Lane –to build an oak framed garage in garden and convert current garage (attached to house) into living space

-Permission Granted by District Council

7.3.2 Planning Ref S/2164/17/FL

15a High Street –Single storey rear extension and associated alterations to existing bungalow

-Permission Granted by District Council

7.3.3 Planning Ref S/1984/17/FL

21 Cambridge Crescent –Two storey side extension and single storey rear extension

-Permission Granted by District Council

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that following the meeting at the end of July 2017 he had informed South Cambridgeshire District Council of the decision to go ahead with a Neighbourhood Plan. He had received a reply which had been forwarded to those Councillors on the working group. He had also circulated some guidance. There were around 16 Members of the public who expressed an interest in helping with the plan and these people would be contacted. It was hoped that around 4-6 residents would be willing to join the working group.

The Clerk had been asked to contact the neighbouring Councils and advise them of the decision. The Chairman would also arrange for an item in the Village Voice.

The Chairman was hoping to arrange the first meeting of the working group around the end of September 2017. He added that reasons needed to be given to South Cambridgeshire District Council for the agreed plan area and he suggested geographical and social economic. Cllr Catherall advised that there were some large farms in the area which overlapped the parishes. The land owned by Cambridgeshire County Council and the MOD also did this. The Chairman would liaise with the working group.

*-Cllr
Hallett &
Clerk*

9. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK9.1 District Council Planning Committee

The Chairman reported that the next meeting was to be held on the 6th September. The Eternit site was to be discussed again. Cllr McCraith advised that when the application came up the last time it was deferred because of the lack of a highway report. He added that Chestnut Lane and the route through Whaddon were not mentioned.

9.3 Footpath Signage

Cllr Hull reported that the footpath sign across the field by the Doctors surgery had been removed. The Chairman agreed to look. This was something that could be brought up with the developers at the meeting on the 19th September.

*-Cllr
Hallett*

9.4 Spring Lane Section 106 Agreement

Cllr Catherall brought Councillors attention to the Section 106 agreement for the site which he had been made aware had been signed in March 2017 following the planning approval. The Chairman agreed that there had been no discussion at all on the agreement. Sanctuary Housing representatives were amazed that this had happened as it involved the village. Councillors urged the District Councillors to make a representation to the Planners. The Chairman advised that the agreement did not even have the name of the Parish correct. It was recorded as Bassingbourn Parish Council!

*-Cllrs
Cathcart &
McCraith*

10. DATE OF NEXT MEETING

19th September 2017

The meeting closed at 8.20 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 19 September 2017
at The Limes, High Street- 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Douglass, Cllr Freeman, Cllr Geraghty, Cllr Hull, Cllr McNulty, Cllr Oakley, Cllr Rincón, Cllr Robinson, Cllr Sams, Cllr Woodhouse
 District Cllr Cathcart , District Cllr McCraith
 County Councillor van de Ven
 Members of Public 8

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dixon, Cllr Douglass, Cllr Spenceley and the Clerk.

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. SANCTUARY HOUSING PRESENTATION

The Chairman welcomed Sarah Brind and Sophie Lejeune of Sanctuary Housing with Mike Jones of IDP for a presentation about the proposed development in Spring Lane. Hand-outs were provided.

It was explained that the principle of development had been established and Sanctuary Housing was now coming forward with the detail which it wished to present to the Parish Council. It was confirmed that 40% of the dwellings would be affordable. Thirty per-cent of the houses would have 4+ bedrooms, 30% 3 bed, 30% 1-2 bed with a 10% floating allocation. Proposals were to increase the permeability of the boundary subject to planning agreement.

The latest plans showed the Locally Equipped Area of Play (LEAP) on the southern boundary of the site replaced by a natural play area within the open space at the eastern end of the site. The natural play area would be low maintenance. In preliminary discussions it had been suggested the play area would be most likely to be used by younger children and that older children would probably go the Recreation Ground; hence for the younger children a Local Area of Play (LAP) may be more appropriate than a LEAP. Councillors commented that the natural play area did not appear to be suitable for younger children. Cllr Sams raise the possibility of an off-site contribution for play equipment. Cllr Cathcart pointed out that the design was of a fairly urban nature and that it could be softened.

The Chairman opened the meeting for public questions.

A question was asked about the status of the mature hedge on the northern boundary. Sarah Brind will confirm the position.

Sanctuary Housing were asked whether they are aware of the resistance in the village to the extra traffic caused by developments.

A question was asked about the truncated road going towards the field and whether something could be built there to prevent further development of the land to the south. Sarah Brind pointed out that this was part of the turning head and that there was a covenant on the land to provide access for farm vehicles. She was asked whether it would be possible for the Parish Council to purchase a strip here to prevent further development to the south of the site and she agreed to re-examine the covenants.

In response to a question, Sarah Brind advised that no negotiations had yet taken place with E W Pepper Ltd about the strip of land to the north of the site.

The Chairman closed the meeting to the public and thanked the Sanctuary Housing representatives for their presentation.

4. MINUTES OF LAST MEETINGS

4.1 Minutes of Planning Committee meeting 29th August 2017

Minutes of the Planning Committee Meeting held on Tuesday 29th August 2017 were agreed a true record and signed by the Chairman.

5. MATTERS ARISING

There were no matters arising.

6. CORRESPONDENCE

6.1 Ski Slope access through Bassingbourn village

Correspondence had been received expressing concern about the lack of information from SCDC planners about progress on application S/0243/16/FL for access to the ski slope via Guise Lane. Cllr Cathcart advised that in the absence of a section 106 agreement the matter would be referred back to the Planning Committee. The application had been outstanding for a considerable time. Cllr Cathcart was asked to find out about the application and urge progress.

**-Action
Cllr
Cathcart
-Clerk**

The Clerk was asked to write to John Koch of SCDC expressing concern about the lack of feedback to the resident's letter.

7. OPEN FORUM

The Chairman opened the meeting to the public.

The question of the strip of land owned by E W Pepper Ltd, potentially a ransom strip, at the Spring Lane development was raised once again. Resident Brian Baldwin asked to be kept informed of any outcome of this issue.

The Chairman closed the meeting to the public.

8. PLANNING/TREE WORK APPLICATIONS

8.1 Planning Applications

There were no planning applications on the agenda for consideration. It was noted that the Clerk had received an amended application S/0775/17/FL for 10 The Causeway and that the changes were minimal.

8.2 Tree Work Applications

8.2.1. Planning Ref S/3055/17/TC – Tree work at 42 North End, Bassingbourn

There were no concerns raised.

-Recommendation No Comment

8.3 Planning Decisions notified by South Cambridgeshire District Council

8.3.1 Planning Ref S/2164/17/FL

4 Elbourn Way –Alterations and extensions to provide disabled persons facilities

(Gail Williams)

-Permission Granted by District Council

9. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the Parish Council was waiting for a response from neighbouring parish councils, and from publicity on noticeboards and the website, before asking the District Council to designate the neighbourhood area as the parish. A large number of people had volunteered to join the working group and it may be necessary to have a core group working within a wider group.

It was noted that the District Council had prepared a series of leaflets to help with neighbourhood planning and was carrying out a consultation on the content of the leaflets.

10. UPDATE ON THE ROUSES

The Chairman reported a short-notice meeting between Cllr van de Ven, Stephen Conrad and Rob Hasselder of the County Council, Cllr Cathcart, Cllr McCraith and himself. The County Council were still trying to amend proposals for The Rouses to make the development acceptable. The archaeological report was awaited but was not expected to show anything significant. A visit had been requested from a traffic expert. The possibility was raised of the County Council making a contribution to the provision of affordable housing off-site rather than having the affordable housing on-site. Expenditure of £16 on room hire for the meeting was agreed.

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

The Chairman reported on a Parish Liaison meeting held by the District Council. Attendees had been advised that SCDC were waiting on a letter from the Planning Inspector examining the Local Plan. Once the letter has been received, the District Council planners will start giving weight to the emerging Local Plan. The question about how much weight was not answered. Cllr Cathcart said that he would urge the District Council to proceed quickly with any required modifications to the Local Plan.

12. **DATE OF NEXT MEETING**
3 October 2017

The meeting closed at 8.15 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 3rd October 2017
at The Limes, High Street- 7.52pm.

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

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Sams, Cllr Hull, Cllr Hirtzel, Cllr Geraghty, Cllr Woodhouse, Cllr Rincón and District Cllr McCraith.

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 19th September 2017

Minutes of the Planning Committee Meeting held on Tuesday 19th September 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Update on Ski –Slope Planning Application S/0243/16/FL

Cllr Cathcart reported that he had a long discussion with the South Cambridgeshire District Council Section 106 officer who advised that the Section 106 Agreement, for the planning application, had not been signed. He had suggested that the application be put back to the Planning Committee but it was unlikely that there would be a refusal because of this. The Chairman stated that if the MOD refuses to sign the document the future of the Ski Slope could hang in limbo.

5. CORRESPONDENCE

Correspondence received was discussed under agenda items.

6. OPEN FORUM

6.1 Bassingbourn Ski-Slope Application

Councillors were advised that in late April/early May 2017 a resident had received an e-mail from the Planning Officer, Julie Ayres, stating very specifically that the situation with the planning application was taking too long to resolve. She had added that unless a way forward could be found by the 31st May she would put the application back to the Planning Committee. This did not happen. Since then the resident had heard nothing and the position was becoming more and more confusing. The resident agreed to forward the e-mail to Councillors. He added that if nothing happened by the end of October 2017 he would submit an official complaint to South Cambridgeshire District Council.

Cllr Cathcart offered to follow this up.

*-Cllr
Cathcart*

7. PLANNING/TREE WORK APPLICATIONS

7.1 Planning Applications

7.1.1 Planning Ref S/3313/17/FL

122 North End –Proposed two storey side and single storey rear extension
 (Luke Riley)

-Recommend Support

8.2 Tree Work Applications

8.2.1. Planning Ref S/3216/17/TC – Tree work at 3 Playles Yard, Bassingbourn

There were no concerns raised.

-Recommendation No Comment

8.2.2. Planning Ref S/3116/17/TC – Tree work at 60 South End, Bassingbourn

Councillors were advised that this tree work had already been approved by the South Cambridgeshire District Council Tree Officer.

8.2.3. Planning Ref S/3228/17/TC – Tree work at 17 High Street, Bassingbourn

There were no concerns raised. It was noted that there had been a further application for tree work ref no.S/3430/17/TC. The Clerk was asked to request an extension in the consultation

period so that this could be considered at the next Planning meeting.

-Clerk

-Recommendation No Comment

8.3 Planning Decisions notified by South Cambridgeshire District Council

8.3.1 Planning Ref S/0331/15/FL

26 South End (The Cedars)–Erection of ten dwellings and garages, following demolition of existing dwelling. Associated renovation of barn and removal of redundant and dilapidated outbuildings

-Permission Granted by District Council

It was advised that there would be no affordable housing on The Cedars site. One of the options in the Section 106 Agreement was to fund four affordable houses on the Elbourn Memorial Housing Trust land in Spring Lane which would add to their stock. This was dependent on a planning application being made for the houses and approved.

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that posters had been put up advertising the Neighbourhood Plan area which was the same as the parish boundary. There had been a small number of responses with all in favour of the area being the same as the boundary. The Clerk was awaiting a response from the neighbouring parishes.

The Chairman would be setting up a working group meeting within the next couple of weeks. There was a fairly large number of volunteers which was a good balance. There might have to be a Steering Group formed to make things practical. Cllr Robinson suggested splitting the working group to deal with different aspects. Cllr Cathcart added that the group also needed people with specific skills to help.

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

9.1 Room Hire for meetings

The Chairman advised that he would need to book a room for the Neighbourhood Plan working group meeting and also a follow up meeting, which Cllr van de Ven was trying to set up, in relation to the proposed Rouses development. He asked Councillors for agreement of expenditure that the room hire would incur. This was agreed.

10. DATE OF NEXT MEETING

7th November 2017

The meeting closed at 8.20 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 7th November 2017
at The Limes, High Street- 7.26pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Freeman,, Cllr McInulty, Cllr Douglass, Cllr Robinson, Cllr Sams, Cllr Dixon, Cllr Hull, Cllr Geraghty, Cllr Woodhouse, Cllr Hirtzel
 District Cllr Cathcart
 Members of Public 2

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Oakley, Cllr Spenceley, Cllr Rincón and District Cllr McCraith.

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. MINUTES OF LAST MEETINGS

3.1 Minutes of Planning Committee meeting 3rd October 2017

Minutes of the Planning Committee Meeting held on Tuesday 3rd October 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Bassingbourn Ski –Slope Planning Correspondence S/0243/16/FL

Correspondence provided by a resident, between him and District Council Planning Officers, had been circulated to Councillors. Cllr Cathcart advised that he had reiterated the concern of the village and had been advised that the Planners were in the process of finalising details of the Planning Consent. He had been told that there was no scope to review the application, or stop the development going ahead, but officers would be happy to arrange a meeting to discuss the conditions.

The resident was in attendance and invited to speak. He expressed his concerns again over the lack of progress. Since the last e-mail to the officer, Julie Ayre, he had heard nothing. There was also the advice that a Section 106 Agreement was not appropriate but this had been contradicted. The resident had been told that there was no one in authority at the Barracks to sign anything legal as the site was still under the management of the DIO. The Chairman stated that Cllr van de Ven had confirmed that she had a contact at the Barracks. Cllr Cathcart agreed to pursue a meeting with Ms Ayer.

-NC

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/3501/17/LB

27 South End –Replace modern stud wall between utility and bathroom in altered position (to the side of the window instead of the middle)

(Mr & Mrs Robinson)

Details of this application had been circulated to Councillors and dealt with by the Clerk (S101 (1) LGA 1972) as agreed at the July 2016 Parish Council meeting, as there had been no issues raised.

7.2 Tree Work Applications

7.2.1. Planning Ref S/3430/17/TC – Tree work at 17 High Street, Bassingbourn

Details of this application had been circulated to Councillors and dealt with by the Clerk (S101 (1) LGA 1972) as agreed at the July 2016 Parish Council meeting, as there had been no issues raised.

7.3 Planning Decisions notified by South Cambridgeshire District Council

7.3.1 Planning Ref S/2637/17/FL

33 Brook Road –Demolish existing double garage, wood store and garden shed and build a new timber frame double garage, games room and home office

-Permission Granted by District Council**7.3 2 Planning Ref S/0775/17/FL**

The Parish Council had been advised that the planning application for a dwelling on land adjacent to Lilac Cottage, 10 The Causeway, was to be determined under delegated powers with the recommendation of approval.

The Chairman reminded Councillors of the objections they made to the planning application which were highway safety concerns and the proximity of the new dwelling to Lilac Cottage which was a listed building. Councillors agreed that these concerns should be reiterated to the Planners and asked Cllr Cathcart to do this.

***-Cllr
Cathcart***

8. ARRANGEMENTS FOR DEVELOPER PRESENTATION

The Chairman referred to the site north of The Causeway where outline planning consent had been granted. The site had now been sold to another developer, CALA homes, who wanted to discuss their plan for 26 family homes. The representatives had been invited to the next planning committee meeting on the 21st November 2017.

Cllr Catherall expressed his concern over this visit adding that all this was just a chance for the Developer to tick a box to confirm that the parish had been consulted. He suggested that Councillors be robust on what they want from the development. The Chairman agreed with these concerns but stated equally that if the Parish Council did not see them then there would definitely be no leverage. Councillors agreed that any comments they make should be relayed to the Planners for information. Cllr Sams suggested details be requested from the Developer before the meeting so that Councillors had a chance to see what was planned. The Clerk was asked to arrange this.

-Clerk

The Chairman advised that the Planning committee meeting on the 21st would begin at the earlier time of 7.15pm.

9. NEIGHBOURHOOD PLAN UPDATE**9.1 Representations for Whaddon Parish Council**

The Chairman advised that comments received from Whaddon Parish Council had been circulated to Councillors. Whaddon Councillors were seeking to discuss the plan as they felt there were common interests with Bridge Street and Cambridge Crescent residents. The Chairman advised that there were Government guidelines on how the designated plan area should be determined. He gave examples adding that if the criteria was followed it was clear that Whaddon was a different area. It was agreed that representatives of Whaddon Parish Council be invited to the first working group meeting. The Chairman to arrange.

***-Cllr
Hallett***

9.2 Working Group Meeting

The first meeting of the group was to be held on the 14th November 2017 in The Limes. The Chairman referred to the invitation he would make to Whaddon Parish Council stating that as the plan progressed the working group would probably need to address their concerns.

10. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**10.1 Local Development Plan**

Cllr Cathcart advised that there had been an exchange of emails with the Inspector who had raised a number of queries. The list was not complete at this stage but there were quite a lot of points raised. It looked as if the final list would be available very soon and once received should give the Local Development Plan some added weight to planning processes. Cllr Cathcart added that the good news was that the Plan had not been rejected.

Cllr Cathcart then referred to a Government white paper on housing where there was reference to an additional 1800 homes being built in South Cambridgeshire during the next 20 years. The question of where they could go was disturbing. Over the past couple of years there had been 4000 speculative houses agreed and Cllr Cathcart suggested that these 1800 should be included within that figure.

10.2 CPRE Planning Training

The Chairman and Cllr Catherall had attended a CPRE organised training session which was very useful. He agreed to forward the slides to Councillors.

***-Cllr
Hallett***

10.3 District Council Planning Meetings

The monthly Planning meetings had taken place during October and November 2017 with no planning applications for Bassingbourn-cum-Kneesworth.

10.4 The Rouses –Meeting with County Council Officer

Cllr van de Ven had organised a meeting with County Council officer, Stephen Conrad, to look at the site and discuss proposals to make the development acceptable. There was to be a

further meeting but it was hoped that by the time this was arranged the Local Plan would be more advanced in its approval.

10.5 Eternit Site, Meldreth

Cllr Cathcart advised that the Developers had submitted an appeal against the District Council decision of refusal. They had opted for an exchange of letters. If the appeal was successful this development would have a big impact on the village.

11. DATE OF NEXT MEETING

7th November 2017

The meeting closed at 7.55 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 21st November 2017
at The Limes, High Street- 7.15pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Freeman, Cllr McNulty, Cllr Douglass, Cllr Robinson, Cllr Sams, Cllr Dixon, Cllr Hull, Cllr Woodhouse, Cllr Oakley, Cllr Rincón
 District Cllr Cathcart, District Cllr McCraith, County Cllr van de Ven
 Members of Public 12

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty and Cllr Spenceley

2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

3. LAND AT THE CAUSEWAY –PRESENTATION (CALA HOMES)

The Chairman introduced Mr Neil Farnsworth and his colleagues and invited them to speak to the meeting.

Copies of their presentation were distributed to attendees. Mr Farnsworth explained the background of CALA homes and advised that they were currently working on projects in Duxford and Highfields Caldecote. He reminded attendees that planning permission for the site had been won on an appeal made to the Secretary of State.

The proposed development would consist of a mixture of 2, 3, 4 and 5 bedroomed homes. All properties would be Freehold. The flat element, on previous plans, had now been removed. There were seven different designs which would be in keeping with other properties in the village. 38.5% would be affordable housing and these would be two and three bedroomed properties. There would be an open space with a children's play area and a footpath to the Elbourn Way open space at the back of the development. The developers were keen to keep away from the Cemetery and there would be a wildlife corridor and other ecological measures put in place.

Cllr Robinson expressed his concern over the lack of parking spaces on the development stating that vehicles needed to be able to park on the site otherwise it would mean parking on The Causeway. Cllr van de Ven added that conflict between pedestrians and vehicles needed to be addressed in the same way as on street parking should be discouraged. A reference was made to some of the older estates in the villages where there was a serious lack of parking. The Chairman added that as there was poor public transport in the village residents relied on their cars.

Cllr Dixon asked about the location and ownership of the play area. Mr Farnsworth advised that the location was still to be finalized on the plans. The District Council had asked for a LAP, an area for enclosed play, and this would be maintained by a residents association who would also manage the maintenance of the grass and landscaping. Mr Farnsworth stated that CALA had a list of Management companies they worked with.

Cllr Robinson asked if a covenant could be put on the properties to stop the garages being changed to living space. He feared that a precedent had already been set with properties in Elbourn Way. It was advised that this could be part of planning conditions.

The developers were asked how far the Section 106 Agreement had progressed. They confirmed that it had been completed, as part of the outline planning application, and offered to send a copy of the contributions payable to the Parish Council.

The Chairman then invited members of the public to ask questions.

The developers were asked if they would be willing to pay for double yellow lines outside the development on The Causeway to stop parking off the site. It was advised that this was not the responsibility of the developer as The Causeway was a public highway and the responsibility of the County Council. The developer stated that he would be happy to discuss with County Highways.

The restriction of commercial vehicles parking overnight was suggested. The developer replied that certain companies already stopped their vehicles doing this on residential estates.

A question was asked about the affordable housing where it was confirmed that the 6 x 2 bedroom and 4 x 3bedroom properties would be rental and shared ownership. An idea of the cost for the properties was requested. The developer advised that this was down to market conditions. The allocation of the affordable housing was also down to the chosen Housing Association. It was out of the control of the developer but they offered to investigate similar

house prices.

Mr Farnsworth advised that all the comments made would be addressed and welcomed any further comments to be made through the Clerk. The developers hoped that the planning application would be ready for submission in December 2017 and would keep the Parish Council updated. Cllr McCraith stated that the best developments were when the developer worked with the Parish Council. He urged the developers to work with the Parish, District and County Councils.

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

4. **MINUTES OF LAST MEETINGS**

4.1 Minutes of Planning Committee meeting 7th November 2017

Minutes of the Planning Committee Meeting held on Tuesday 7th November 2017 were agreed a true record and signed by the Chairman.

5. **MATTERS ARISING**

5.1 Bassingbourn Ski –Slope Planning Application

There had been no further news of a meeting between the District Council officer, Julie Ayre, residents and Councillors to discuss what was happening with the Section 106 Agreement. The Parish Council was asked to support the request for a meeting. Cllr Cathcart added that he had spoken to the officer concerned the previous week and she had agreed to a meeting. After further discussion it was agreed that the Clerk would contact Ms Ayre urging a date for a meeting which would include all the people that were present at the meeting held in January 2017.

-Clerk

6. **CORRESPONDENCE**

6.1 Land at 131 The Causeway –Public Open Space Adoption

The Section 106 Officer, James Fisher, had reminded the Parish Council that the developer of the site was required to offer any onsite public open space to the Parish Council for adoption. This application proposed a small play area to be located on the onsite open space. Mr Fisher added that the Section 106 agreement did not include a management fee payable should the Parish Council adopt the open space. Mr Fisher asked the Parish Council to consider adopting the open space and if they agreed to do so the agreement would be amended to either include a fixed management fee or explain how such a management fee would be calculated.

-Clerk

The Chairman reminded Councillors that the Parish Council had previously agreed in principle to take on the open space. The Clerk was asked to advise Mr Fisher of this and advise that in doing so they would want a maintenance sum.

7. **OPEN FORUM**

7.1 Update On Speculative Planning Applications

The Chairman was asked if there had been any notifications of further planning applications. He confirmed that there had been no approaches from other developers. He was aware that surveyors had been working on County Council owned land in The Causeway but there had been no communication. The Chairman also confirmed that there had been no further contact with Sanctuary Homes since the last meeting.

8. **PLANNING/TREE WORK APPLICATIONS**

8.1 Planning Applications

There were no planning applications for consideration.

8.2 Tree Work Applications

8.2.1. Planning Ref S/3974/17/T

1 North End, Bassingbourn

Reduction of Willow tree by 8 metres

There were no concerns raised.

8.3 Planning Decisions notified by South Cambridgeshire District Council

8.3.1 Planning Ref S/1243/17/FL

56 Spring Lane –New build single storey two bed dwelling attached to host property

-Permission Refused by District Council

8.3.2 Planning Ref S/3313/17/FL

122 North End –Proposed two storey side and single storey rear extensions

-Permission Refused by District Council

9. **NEIGHBOURHOOD PLAN UPDATE**

9.1 Neighbourhood Area Application

The Chairman reported that the first meeting of the working group had taken place and been well attended by interested people, with a variety of experience, willing to help. The next stage was to apply for the Neighbourhood area to be designated and a form had been circulated to Councillors for their comment. As discussed at the last Planning meeting representatives from Whaddon Parish Council had been invited to attend the meeting but were unable to. The working group agreed that further discussion would take place with Whaddon but it was agreed to continue discussions with Bassingbourn-cum-Kneesworth being the Neighbourhood area as this fitted the South Cambridgeshire District Council criteria. Councillors agreed that the application form be submitted to the District Council.

9.2 Memorandum of Understanding with District Council

The Chairman then advised that the District Council would be offering some help with the Plan based around the Memorandum of Understanding which included the setting of a timescale for the project. This would go back to the working group first with this stage following later on.

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

There were no issues raised.

11. DATE OF NEXT MEETING

5th December 2017

The meeting closed at 8.00 pm

Chairman _____

Date _____

Bassingbourn-cum-Kneesworth Parish Council
PLANNING COMMITTEE
Minutes of Meeting held on Tuesday 5th December 2017
at The Limes, High Street- 7.25pm.

PRESENT: Cllr Hallett (Chairman), Cllr Catherall, Cllr Freeman, Cllr McNulty, Cllr Douglass, Cllr Robinson,
 Cllr Sams, Cllr Hull, Cllr Hirtzel, Cllr Oakley
 District Cllr Cathcart
 Members of Public 3

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Geraghty ,Cllr Spenceley, Cllr Dixon, Cllr Woodhouse and District Cllr McCraith

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 21st November 2017

Minutes of the Planning Committee Meeting held on Tuesday 21st November 2017 were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Bassingbourn Ski –Slope Planning Application

The Chairman thanked resident Mr Baldwin for arranging a meeting with the District Council officers on the 12th December 2017. The Ski Slope was also on the agenda of the Planning committee on the 6th December. This was to set up arrangements with the Developer for the £5,000 contribution for a crossing to be transferred to a different piece of legislation, Section 111, from Section 106 . The Chairman added that the Planners were not revisiting anything that they had already looked at.

Parishioners were invited to join in the discussions.

The residents were concerned that the Parish Council had not been consulted on the report prepared by officers for the Planning Meeting and a discussion on the District Council notification process took place. There would not be an opportunity at the meeting for any representations to be made. Residents believed that the process was procedurally incorrect and this should be queried. Concerns were also raised that it seemed unlikely that a crossing would be installed and the funds should be allocated to another safety based project in the village. Cllr Cathcart agreed to suggest this to the Planning Committee.

The Chairman would also attend the Planning Committee meeting to observe.

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/4055/17/FL

The Cedars, 26 South End –Variation of condition 2 (approved plans) of planning permission S/0331/17/FL)

Recommendation –No Recommendation

7.2 Tree Work Applications

7.2.1. Planning Ref S/4070/17/TC

The Hoops Public House –Fell Ash tree

Councillors did not have any concerns as there were other trees on the site. There was some concern shown by a member of the public who asked if the tree could be reduced rather than felled. Cllr Cathcart offered to speak to the District Council Tree Officer to see if the tree could be saved.

7.3 Planning Decisions notified by South Cambridgeshire District Council

There had been no Decision notices received.

-Cllr
Cathcart

8. NEIGHBOURHOOD PLAN UPDATE

The Chairman reported that the application for the Neighbourhood Plan designation was going before the Planning Portfolio Holder at a meeting on the 11th December 2017 with officer recommendation of Approval. He had been in contact with the Democratic Services Officer about the application and would be attending the meeting to answer any questions.

The Chairman was asked whether the minutes from the working group meetings would be published to keep the village updated on what was happening. The Chairman had made notes and added that there would be a lot more information coming forward for the village during the future months. The next step was for the District Council officers to give advice regarding consultations etc and it was expected that there would then be published notes/facebook page. It was still early days.

South Cambridgeshire District Council had been consulting on some guidance for Neighbourhood Plans and at the same meeting on the 11th December a decision would be made on whether to publish this.

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

Cllr Cathcart reported that there had been no change and the District Council were awaiting a list of modifications from the Inspector. It was noted that there was correspondence relating to the LDP on the District Council website.

9.2 Parish Council Liaison Meeting

Cllr Catherall reported that he had attended a Parish Council Liaison meeting at the District Council offices. He advised Councillors of the discussion that took place including a statement about the A505 being investigated for the east/west route. There was very little information on this and Cllr Catherall suggested any reference be monitored.

Cllr Catherall also commented at the Liaison meeting that the Parish Council had no input in the Section 106 Agreement for the land next to the Cemetery. The following day he had been contacted by e-mail by the Planners and made aware that the Section 106 Officer, James Fisher, had been in communication with the parish and had a list of projects in the village. The Chairman confirmed that a list had been provided to Mr Fisher but there were things coming through that were not on the list due to gaps in communication.

10. DATE OF NEXT MEETING

2nd January 2018

The meeting closed at 8.00 pm

Chairman _____

Date _____