

## KESGRAVE TOWN COUNCIL

### Planning and Development Committee Meeting Minutes 3 February 2020

#### **Councillors Present:**

**K Archer**  
**N Beecroft-Smith**  
**R Gibson**  
**G Ward**

#### **In Attendance:**

- Mrs J Abbott – Town Clerk
- Cllr J Ogden

- Welcome and to Receive and Accept Apologies for Absence** – The Chairman welcomed those present and confirmed apologies have been received from Cllr A Athwall, reason 'personal', apologies accepted following the vote.
- Declaration of Interests** – None.
- Minutes of the Last Meeting held on the 20 January 2020** – These Minutes were received, considered and approved following the vote. (Signed copy in the minute book).
- Clerks Report/Update/Matters Arising** – J Abbott advised the following;
  - the office received a telephone call from the applicant for DC/19/4888/FUL 164 Bell Lane, requesting some more information on how the planning process works and the Town Councils involvement.
  - Following the last meeting ESC were contacted for some more information regarding application DC/19/4914/TPO. The Case Officer confirmed the application for works to the tree was to reduce actual/potential contact between the tree canopy and the house.
  - A resident had contacted the office regarding the unmade road in Emerald Close. Both District Cllr McCallum and County and District Cllr Lawson have also spoken to the resident and are pursuing the matter.Cllr R Gibson noted the ESC Planning Forum he attended on 24 January.
- Members of the Public** – None present.  
However, Cllr Beecroft-Smith wanted to make the office aware of the pothole which has again appeared on the St Michael roundabout on Main Road, J Abbott confirmed the office have reported this to SCC Highways.  
Cllr Archer highlighted the issue with flooding/drainage in Orchard Grove, no.s 42, 44 and 46. J Abbott will ask the office to report to SCC Highways.
- Copy Letters of Objection/In Support/Observations** – None received.
- Schedule of Applications/Proposals** – The Committee considered and made its formal comments/recommendations to the Local Planning Authority (LPA). There were two applications for consideration, which were both recommended as approve; DC/20/0136/FUL 26 Upsons Way and DC/20/0292/FUL 4 Glanville Place. (Copy in minute book).

8. **Schedule of Planning Decisions** – none to report.
9. **Possible Referral to Planning Committee of the LPA (Local Planning Authority) as opposed to Officer Delegated or The Planning Inspectorate** – None.
10. **Kesgrave Neighbourhood Plan (NP) Steering Group** – Cllr R Gibson and Chair of the NP confirmed the plan is now at Regulation 16 – Public Consultation, 24 January 2020 to 9 March 2020. J Abbott confirmed no public responses received at present. The Chair thanked Cllr Gibson for all his work.
11. **KTC Planning Manual** – The committee noted and thanked Cllr Gibson for the draft document. It was agreed for members to proof read the document, propose any amendments at the next meeting, with a view to adopting the manual and for it to be reviewed annually thereafter.
12. **Other/Urgent Communications** – Cllr Gibson noted the SALC Forum he recently attended with Cllr Archer. The SALC Planning questionnaire has been completed by over 100 members and Cllr Gibson wished to thank Cllr Archer for all his work in pursing this issue with SALC. Cllr Archer noted the major planning development within Thurston PC and how this has impacted on their made NP.
13. **Date of Next Meeting** – The next Planning and Development Committee meeting will be held on Monday 17 February 2020 at 6.15pm at the Town Council office.
14. **Agenda Items for Next Meeting** – none requested.

*There being no other business, the meeting closed at 6.50pm*

*Signed: Chairman..... Date.....*