

Development Control Committee

Title	Agenda		
Date	Wednesday 23 June 2021 **Please note the change in date for this meeting and that it will be held in person. The current coronavirus regulations and guidance for ensuring the health and safety is maintained for all persons present will apply**		
Time	10.00am		
Venue	**Please note the venue** Exhibition Hall 3 Floor 1 Rowley Mile Conference Centre Millennium Grandstand Newmarket Racecourse (Rowley Mile) Newmarket CB8 0TF		
Full Members	<p style="text-align: center;">Chair</p> <p style="text-align: center;">Vice Chairs</p> <p>Conservative Group (10)</p> <p>The Independent Group (5)</p> <p>Labour Group (1)</p>	<p>To be appointed by the Development Control Committee on 23 June 2021</p> <p>Carol Bull Mike Chester Terry Clements Andy Drummond Susan Glossop</p> <p>Richard Alecock John Burns Jason Crooks</p> <p>David Smith</p>	<p>Ian Houlder David Roach Andrew Smith Peter Stevens Jim Thorndyke</p> <p>Roger Dicker David Palmer</p>
Substitutes	<p>Conservative Group (5)</p> <p>The Independent Group (2)</p> <p>Labour Group (1)</p>	<p>John Griffiths Brian Harvey James Lay</p> <p>Trevor Beckwith</p> <p>Diane Hind</p>	<p>Sara Mildmay-White David Nettleton</p> <p>Andy Neal</p>
Interests – declaration and restriction on participation	<p>Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.</p>		

Quorum	One Quarter (Four Members)
Where required, site visits will be facilitated virtually by way of the inclusion of videos within the Case Officer's presentation of the application to the meeting	
Committee administrator	Helen Hardinge Democratic Services Officer Telephone 01638 719363 Email helen.hardinge@westsuffolk.gov.uk

Venue	<p>Exhibition Hall 3 Floor 1 Rowley Mile Conference Centre Millennium Grandstand Newmarket Racecourse (Rowley Mile) Newmarket CB8 0TF</p>
Contact information	<p>Telephone: 01284 763233 Email: democratic.services@westsuffolk.gov.uk Website: www.westsuffolk.gov.uk</p>
Access to agenda and reports before the meeting	<p>The agenda and reports will be available to view at least five clear days before the meeting on our website.</p>
Attendance at meetings	<p>This meeting is being held in person in order to comply with the Local Government Act 1972. At the time of producing this agenda, measures need to be applied to ensure the health and safety for all persons present is maintained. Ordinarily, West Suffolk Council encourages members of the public to attend its meetings but on this occasion, to comply with guidance, the public should only attend if it is necessary for them to do so. We will also be required to restrict the number of members of the public able to attend in accordance with the room capacity. If you consider it is necessary for you to attend, please let Democratic Services know in advance of the meeting so they can endeavour to accommodate you and advise you of the necessary health and safety precautions.</p> <p>Directions to the venue, including a map and location plan of the conferencing facilities, are shown via the separate link on the agenda pages for this meeting.</p> <p>For further information about the venue, please visit Newmarket Racecourse Venue Hire, Suffolk Jockey Club Venues</p> <p>The Council will endeavour to livestream this meeting and where this is possible, will provide links to the livestream on its website.</p>
Public participation	<p>Members of the public have the right to speak at the Development Control Committee, subject to certain restrictions. Further information is available at Agenda Item 7.</p>
Accessibility	<p>If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a disability or a protected characteristic, please contact Democratic Services at the earliest opportunity using the contact details provided above in order that we may assist you.</p>

Recording of meetings	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>
Personal information	<p>Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.</p>

Development Control Committee Agenda notes

Subject to the provisions of the Local Government (Access to Information) Act 1985, all the files itemised in this Schedule, together with the consultation replies, documents and letters referred to (which form the background papers) are available for public inspection.

All applications and other matters have been considered having regard to the Human Rights Act 1998 and the rights which it guarantees.

Material planning considerations

1. **It must be noted that when considering planning applications (and related matters) only relevant planning considerations can be taken into account. Councillors and their officers must adhere to this important principle which is set out in legislation and Central Government guidance.**
2. **Material planning considerations include:**
 - Statutory provisions contained in planning acts and statutory regulations and planning case law
 - Central Government planning policy and advice as contained in circulars and the National Planning Policy Framework (NPPF)
 - Supplementary planning guidance/documents eg. Affordable Housing SPD
 - Master plans, development briefs
 - Site specific issues such as availability of infrastructure, density, car parking
 - Environmental; effects such as effect on light, noise overlooking, effect on street scene
 - The need to preserve or enhance the special character or appearance of designated conservation areas and protect listed buildings
 - Previous planning decisions, including appeal decisions
 - Desire to retain and promote certain uses e.g. stables in Newmarket.
 - The following planning local plan documents covering West Suffolk Council:
 - Joint development management policies document 2015
 - In relation to the Forest Heath area local plan:
 - i. The Forest Heath Core Strategy 2010 as amended by the High Court Order 2011
 - ii. Core strategy single issue review of policy CS7 2019
 - iii. Site allocations local plan 2019
 - In relation to the St Edmundsbury area local plan:
 - i. St Edmundsbury core strategy 2010
 - ii. Vision 2031 as adopted 2014 in relation to:
 - Bury St Edmunds
 - Haverhill
 - Rural

Note: The adopted Local Plans for the former St Edmundsbury and Forest Heath areas (and all related policy documents, including guidance and SPDs) will continue to apply

to those parts of West Suffolk Council area until a new Local Plan for West Suffolk is adopted.

3. The following are **not** material planning considerations and such matters must **not** be taken into account when determining planning applications and related matters:
 - Moral and religious issues
 - Competition (unless in relation to adverse effects on a town centre as a whole)
 - Breach of private covenants or other private property or access rights
 - Devaluation of property
 - Protection of a private view
 - Council interests such as land ownership or contractual issues
 - Identity or motives of an applicant or occupier
4. Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that an application for planning permission must be determined in accordance with the Development Plan (see section 3 above) unless material planning considerations indicate otherwise.
5. A key role of the planning system is to enable the provision of homes, buildings and jobs in a way that is consistent with the principles of sustainable development. It needs to be positive in promoting competition while being protective towards the environment and amenity. The policies that underpin the planning system both nationally and locally seek to balance these aims.

Documentation received after the distribution of committee papers

Any papers, including plans and photographs, received relating to items on this Development Control Committee agenda, but which are received after the agenda has been circulated will be subject to the following arrangements:

- a. Officers will prepare a single committee update report summarising all representations that have been received up to 5pm on the **Thursday** before each committee meeting. This report will identify each application and what representations, if any, have been received in the same way as representations are reported within the Committee report;
- b. the update report will be sent out to Members by first class post and electronically by noon on the **Friday** before the committee meeting and will be placed on the website next to the committee report.

Any late representations received after 5pm on the **Thursday** before the committee meeting will not be distributed but will be reported orally by officers at the meeting.

Public speaking

Members of the public have the right to speak at the Development Control Committee, subject to certain restrictions. Further information is available at Agenda Item 7.

Development Control Committee

Decision making protocol

The Development Control Committee usually sits once a month. The meeting is open to the general public and there are opportunities for members of the public to speak to the Committee prior to the debate.

Decision Making Protocol

This protocol sets out our normal practice for decision making on development control applications at Development Control Committee. It covers those circumstances where the officer recommendation for approval or refusal is to be deferred, altered or overturned. The protocol is based on the desirability of clarity and consistency in decision making and of minimising financial and reputational risk, and requires decisions to be based on material planning considerations and that conditions meet the tests of Circular 11/95: "The Use of Conditions in Planning Permissions." This protocol recognises and accepts that, on occasions, it may be advisable or necessary to defer determination of an application or for a recommendation to be amended and consequently for conditions or refusal reasons to be added, deleted or altered in any one of the circumstances below.

- Where an application is to be deferred, to facilitate further information or negotiation or at an applicant's request.

- Where a recommendation is to be altered as the result of consultation or negotiation:
 - The presenting Officer will clearly state the condition and its reason or the refusal reason to be added/deleted/altered, together with the material planning basis for that change.
 - In making any proposal to accept the Officer recommendation, a Member will clearly state whether the amended recommendation is proposed as stated, or whether the original recommendation in the agenda papers is proposed.

- Where a Member wishes to alter a recommendation:
 - In making a proposal, the Member will clearly state the condition and its reason or the refusal reason to be added/deleted/altered, together with the material planning basis for that change.
 - In the interest of clarity and accuracy and for the minutes, the presenting officer will restate the amendment before the final vote is taken.
 - Members can choose to;
 - delegate the detailed wording and reason to the Director (Planning and Growth);

- delegate the detailed wording and reason to the Director (Planning and Growth) following consultation with the Chair and Vice Chair(s) of Development Control Committee.
- Where Development Control Committee wishes to overturn a recommendation and the decision is considered to be significant in terms of overall impact; harm to the planning policy framework, having sought advice from the Director (Planning and Growth) and the Director (HR, Governance and Regulatory) (or Officers attending Committee on their behalf);
 - A final decision on the application will be deferred to allow associated risks to be clarified and conditions/refusal reasons to be properly drafted.
 - An additional officer report will be prepared and presented to the next Development Control Committee detailing the likely policy, financial and reputational etc risks resultant from overturning a recommendation, and also setting out the likely conditions (with reasons) or refusal reasons. This report should follow the Council's standard risk assessment practice and content.
 - In making a decision to overturn a recommendation, Members will clearly state the material planning reason(s) why an alternative decision is being made, and which will be minuted for clarity.
- In all other cases, where Development Control Committee wishes to overturn a recommendation:
 - Members will clearly state the material planning reason(s) why an alternative decision is being made, and which will be minuted for clarity.
 - In making a proposal, the Member will clearly state the condition and its reason or the refusal reason to be added/deleted/alterd, together with the material planning basis for that change.
 - Members can choose to;
 - delegate the detailed wording and reason to the Director (Planning and Growth)
 - delegate the detailed wording and reason to the Director (Planning and Growth) following consultation with the Chair and Vice Chair(s) of Development Control Committee
- Member Training
 - In order to ensure robust decision-making all members of Development Control Committee are required to attend Development Control training.

Notes

Planning Services (Development Control) maintains a catalogue of 'standard conditions' for use in determining applications and seeks to comply with Circular 11/95 "The Use of Conditions in Planning Permissions."

Members/Officers should have proper regard to probity considerations and relevant codes of conduct and best practice when considering and determining applications.

Agenda

Procedural matters

Part 1 – public

1. **Election of Chair 2021/2022**
2. **Election of Vice Chairs 2021/2022**
3. **Apologies for absence**
4. **Substitutes**
Any member who is substituting for another member should so indicate, together with the name of the relevant absent member.
5. **Minutes** **1 - 12**
To confirm the minutes of the meeting held on 28 April 2021 (copy attached).
6. **Declarations of interest**
Members are reminded of their responsibility to declare any pecuniary or local non pecuniary interest which they have in any item of business on the agenda, **no later than when that item is reached** and, when appropriate, to leave the meeting prior to discussion and voting on the item.
7. **Public Speaking Protocol** **13 - 16**
Members are requested to **APPROVE** the attached document "Guide to Having Your Say on Planning Applications" which has been created for use to reflect that the Development Control Committee meetings are no longer being held remotely.
8. **Planning Application DC/21/0367/FUL - Milton House, Thurlow Road, Withersfield** **17 - 44**
Report No: **DEV/WS/21/015**

Planning Application - five dwellings (following demolition of existing house)

Continued overleaf...

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| 9. | Planning Application DC/20/2212/HH - Woodlands, The Pound, Hawstead | 45 - 60 |
| | Report No: DEV/WS/21/016 | |
| | Householder planning application - three bay cart lodge and machinery store with first floor guest accommodation above | |
| 10. | Planning Application DC/21/0640/HH - 60 The Street, Barton Mills | 61 - 72 |
| | Report No: DEV/WS/21/017 | |
| | Householder planning application - detached double garage with new driveway | |
| 11. | Application DC/21/0536/P14JPA - Vicon House, Western Way, Bury St Edmunds | 73 - 80 |
| | Report No: DEV/WS/21/018 | |
| | Prior Approval Application under Part 14 of the Town and Country Planning (General Permitted Development) Order 2015 - Installation of 319 roof mounted solar photovoltaic panels to northern and western sections of building | |
| 12. | Application DC/21/0537/P14JPA - Mildenhall Hub, Sheldrick Way, Mildenhall | 81 - 88 |
| | Report No: DEV/WS/21/019 | |
| | Prior Approval Application under Part 14 of the Town and Country Planning (General Permitted Development) Order 2015 - Installation of 410 roof mounted solar photovoltaic panels to north western wing of building | |
| 13. | Planning Application DC/21/0750/FUL - Brandon Sports Centre, Church Road, Brandon | 89 - 98 |
| | Report No: DEV/WS/21/020 | |
| | Planning application - two external condensation units on west elevation | |
| 14. | Planning Application DC/21/0676/FUL - 36 High Street, Haverhill | 99 - 112 |
| | Report No: DEV/WS/21/021 | |
| | Planning application - a. change of use from financial services (class E(c)) to a hot food takeaway (Sui Generis) b. external extraction and ventilation system to the rear c. redecoration of shop frontage | |
