

KESGRAVE TOWN COUNCIL
Planning and Development Committee Minutes
Minutes of the Meeting of the Planning and Development Committee held on
Monday, 17th August 2015

Councillors Present:

Councillors:

P Mills (Chair)

K Archer (Vice Chair)

N Beecroft-Smith

B Crutchfield

D Issacs

J Ogden

In Attendance:

- Mrs S Clements (Clerk to the Council)
 - There were no members of the public present and so there was no adjournment to facilitate anybody to speak.
1. **Apologies for Absence** – An apology for absence was received from Councillor Wallace due to work commitments. This was accepted by the Committee.
 2. **Declaration of Interests** – Councillor Mills declared a non-pecuniary interest under Minute Number 11 and the Cricket Club item.
 3. **Minutes of the Last Meeting held on the 19th January 2015** – These Minutes were received, considered and approved by the Committee. The Chairman signed and dated them and initialled each page at the Meeting.
 4. **Matters Arising** – There were no matters arising.
 5. **Terms of Reference** – These were received, considered and it was agreed to make the necessary amendment to these in view of the Council's obligation as statutory consultee to the Local Planning Authority and the need to legally hold additional Planning and Development Committee Meetings. The Clerk was asked to bring the revised Terms of Reference to the next Meeting.
 6. **Schedule of Applications/Proposals**

Planning Application Number	Address of Application	Details of Proposal	Voting and Recommendation
DC/15/2982/FUL	131 Bell Lane, Kesgrave, Ipswich, Suffolk, IP5 1ND	Erection of front boundary wall and gates	Approval was recommended. Voting was unanimous. It was noted that similar erections are already evident in this area and the proposal will fit in well with the existing street scene.

DC/15/2262/FUL	12 St Lawrence Green, Kesgrave, Ipswich, Suffolk, IP5 1HJ	First Floor side extension.	Approval was recommended. Voting was unanimous. It was noted that there are similar extensions in this area and that the extension will be in keeping and character with similar dwellings.
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7. **Schedule of Dates of Planning and Development Committee Additional Meetings** – These were received, considered and agreed.
8. **Representation from Kesgrave Town Council at Local Planning Authority Development Control Meetings** – Councillor Archer agreed to endeavour to represent the Town Council at these Meetings.
9. **Five Year & Neighbourhood Plan** – A full and detailed discussion ensued. It was considered by the Committee that the Five Year Plan and the Neighbourhood Plan should be combined. It was noted that there would be some budgetary matters which need to be considered and that the Town Council would need to work in partnership with the District Council. The Clerk advised the Committee that Market Research companies would charge around £1,250 for a “no open ended” questions type on-line survey and that a longer survey with a couple of open ended questions would be in the region of some £2,500. Councillor Ogden wondered if external funding may be available for these sorts of Plans/Surveys. It was agreed that the Clerk should make further investigations with other similar local Parish and Town Councils who have similar Plans in place, including Rendlesham Parish Council and report back to the next Committee Meeting. The Committee considered that it was important to engage with local residents.
10. **Suggestions for Kesgrave News Articles – October 2015 Edition** – The Committee asked for the Clerk to prepare the following items for inclusion in the October 2015 edition of the Kesgrave News Magazine:-
 - Ask local residents for their views in writing to the Town Council by the 30th November 2015 about the viability of a Five Year Neighbourhood Plan for Kesgrave, together with possible items for consideration.
 - Travellers and Open Spaces Analysis Survey – to advise local residents that the Town Council is currently preparing some investigative studies in partnership with the District Council.
 - Highway Obstructions – to advise local residents that the Town Council in conjunction with the Police and the County Council Highways Department are monitoring large commercial vehicles to ensure that they are not parked at junctions causing highway obstructions.
 - Development Control – to remind local people that if they wish to comment about any local planning proposal/application, that they need to write to the Local Planning Authority (LPA) at the District Council, copying their letter/representation to the Town Council, where the Town Council is statutorily consulted by the District Council about planning.

11. Matters of Communication of Sufficient Urgency and Importance as Agreed by the Chairman for Discussion –

- Sizewell C Team Engagement Events – The Committee noted the summary of issues regarding the last engagement meeting which was held on the 30th June 2015, where Martlesham Parish Council is represented. The Clerk advised the Committee that details of the main issues within the full report are available at the Town Council Offices should any councillor wish to receive further information. Councillor Ogden requested a copy which the Clerk provided at the Meeting.
- *At this point in the Meeting, the Vice Chair chaired the Meeting, as Councillor Mills declared a personal interest in the following item relating to Kesgrave Cricket Club.*
- Kesgrave Cricket Club – The Committee considered the letter received from the Cricket Club who are proposing to improve facilities at their home ground and the Club would like to erect a new outdoor practice facility. A funding application has been submitted to Biffa and the Cricket Club are asking for the Town Council's support for this proposal to meet the needs of the funding proposal, but not the Town Council's funding support. The deadline is the end of August 2015 for the grant application. Following a proposal, which was seconded, with Councillor Mills abstaining, the Committee voted in favour of formerly supporting the application. The Clerk was asked to formerly write to Kesgrave Cricket Club in this regard.
- *Councillor Mills returned to chair the Meeting.*

12. Date of Next Meeting – The next Planning and Development Committee Meeting will be hold on Monday, 14th September 2015 at 6.15pm. (Plans will be available to view from 6pm).

The Full Town Council Meeting follows at 7.15pm.

There being no other business, the Meeting closed at 7.55pm.

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