

**KESGRAVE TOWN COUNCIL**  
**Planning and Development Committee Minutes**  
**Minutes of the Meeting of the Planning and Development Committee held on the**  
**27th November 2017**  
**in the Council Chamber, Kesgrave Town Council**

**Councillors Present:**

K Archer (*Vice Chair of the Committee*)  
A Athwall  
N Beecroft-Smith (*Apologies*)  
G Derrick  
G Hamilton  
P Mills (*Chair of the Committee*)  
R Patten (*Apologies*)

**In Attendance:**

- Mrs S Clements – Town Clerk
- One Member of the Public

1. **Welcome and Apologies for Absence** – The Chairman welcomed those present at the Meeting. Apologies for absence were received from Councillors Beecroft-Smith and Patten.

The Committee was delighted to agree, following the vote, that new Town Councillor Chris Marsh will join this Committee for the ensuing Council year. Her first Planning and Development Committee Meeting will therefore, be the 11<sup>th</sup> December 2017.

2. **Declaration of Interests** – There were no declarations of interest.
3. **Minutes of the Last Meeting held on the 13<sup>th</sup> November 2017** – These Minutes were received, considered and approved by the Committee, following the vote. (Copy in Minute Book).
4. **Clerks Report/Update/Matters Arising** – There were no updates.
5. **Members of the Public** – The member of the public who was present did not wish to ask any questions or speak at this point of the Meeting.
6. **Copy Letters of Objection/In Support/Observations** – The Committee received noted that no letters have been received directly by the Town Council.
7. **Schedule of Applications/Proposals** – The Committee considered and made its formal comments/recommendations to the Local Planning Authority - (LPA). (Copy in Minute Book).
8. **Schedule of Planning Decisions** – The Committee noted the updates. (Copy in Minute Book).
9. **Referral to Planning Committee of the LPA (Local Planning Authority) as opposed to Officer Delegated or The Planning Inspectorate** – The Committee noted;

- DC/17/4240 – 14 Wainwright Way – Two Storey side extension and rear extension - At its Planning and Development Committee Meeting on the 13<sup>th</sup> November 2017, the Town Council considered that this proposed two-storey side extension and rear extension should be refused. This was on the grounds of concerns about parking at the front of the property, where the parking space would reduce from 2 to 1. The Town Council would also not wish to encourage any additional off-street parking. The Committee is aware that the dwelling was originally a small 2 bedroomed property and the original garage has already been removed to facilitate additional living space.

**10. Neighbourhood Plan Working Party** – The Committee received a brief verbal update from Councillor Archer. It noted that it has been claimed that the Questionnaires do not appear to have been received by some residents in Michigan Close and Edmonton Road and that some of the Questionnaires do not contain codes. The Clerk advised the Committee that the contractor has confirmed that he has actually delivered to Edmonton Road and that he had asked Royal Mail to divert to Michigan Close from Holly Road, 2 weeks ago. The Working Party was thanked for its hard work and commitment as the Plan emerges.

**11. Adastral Park Development, Martlesham Heath (CEG Planning Application)** – The Committee noted the Pre-Application Meeting with the LPA and Parish/Town Councils on the 8<sup>th</sup> December 2017 at 3pm at East Suffolk House, where Councillor Patten has kindly agreed to attend on behalf of the Town Council.

**12. Transport and Pedestrian Matters** – The Committee noted the following updates:

- Speeding - A copy letter has been received from a member of the public, (the original letter has been sent to Dr Dan Poulter MP), regarding concerns about speeding traffic in Bell Lane and the member of the public's extensive suggestions to remedy these matters. The Committee noted that the Clerk has copied in the following stakeholders in her response to the local resident: Suffolk Constabulary, the Highways department from the County Council and the District Council who all also received copies of the local resident's letter. The Clerk has also forwarded the copy letter details to the Community Speed Watch coordinators. (The partnership scheme with Kesgrave Town Council, Rushmere St Andrew Parish Council and Suffolk Constabulary.
- Proposed Pedestrian Crossing - Junction of A1214, Main Road and Doctor Watsons Lane - The Committee received and noted the details with regard to the investigative work conducted by the Clerk and her liaison with Openreach (BT) and the Highways Department of Suffolk County Council in readiness for considering the proposal made by the Chair of the Town Council's Transport and Pedestrian Working Party for further discussion at the next Meeting on the 11<sup>th</sup> December 2017 for a pedestrian crossing in this area.
- Requests for Pedestrian Crossings – The Committee noted that two requests have been received from two members of the public for pedestrian crossings at Ropes Drive/Battles Road area and also at Ropes Drive/Mead Drive area, where these requests have been passed to the Highways Authority at Suffolk County Council.
- Route 66 Bus Routes – The Committee noted that work has commenced on the Route 66 upgrade. New poles have been installed at the "real time" sites around Eagle Way and Ropes Drive, where these have been wired up. The installers are coming to fix the screens at the Park & Ride sites on the 28<sup>th</sup> November 2017. The necessary kerb works are still awaited with no dates confirmed as yet.

**13. Boundary Commission Review** – The Committee received, considered and noted the details. (Deadline - 11<sup>th</sup> December 2017).

**14. Date of Next Meeting** – The next Planning and Development Committee Meeting will be held on Monday, 11<sup>th</sup> December 2017 at 6.15pm.

**15. Agenda Items for Next Meeting** – No items were raised.

*There being no other business, the Meeting closed at 6.45pm.*

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

DRAFT