

Membership as from May 2019

Councillor Lay - Chairman
Councillor Caesar
Councillor De'Ath
Councillor Drummond
Councillor Hirst
Councillor Hood
Councillor Hulbert
Councillor Jeffreys
Councillor Kerby
Councillor O'Neill
Councillor Fitzgerald



Newmarket
TOWN COUNCIL

The Memorial Hall, High Street, Newmarket Suffolk CB8 8JP

TEL: 01638 667 227

You are hereby summoned to attend a meeting of the

DEVELOPMENT AND PLANNING COMMITTEE

to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

On Monday 11th May 2020 at 6pm

AGENDA

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

a: film, photograph or make an audio recording of the meeting;

b: use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;

c: report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

This meeting is being held on the online Zoom platform and is being recorded. Any member of the public in attendance who does not wish to be included in the recording can disable their video although this would prohibit their ability to participate in the meeting at the appropriate time.

1. Chair to announce that proceedings are being recorded and to advise that all participants will be muted by the host of the meeting who will unmute the individual the Chairman has invited to speak
2. **APOLOGIES** To receive and accept apologies for absence
3. **REGISTER OF INTERESTS** Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to consider any requests received for Members' Dispensation.
4. **MINUTES OF PREVIOUS MEETING** To receive and confirm the minutes of the meeting held on 27th April 2020 and any matters arising
5. **PUBLIC PARTICIPATION** 'An invitation to members of the public to put questions or statements of not more than 3 minutes duration. Resolutions can only be made on items that are on the agenda, but Councillors are very happy for matters relating to the Town to be brought to their attention
6. **PLANNING APPLICATIONS** - West Suffolk Council – Lists 17, 18 (Herewith)
7. **PLANNING APPLICATIONS** – Amended and Deferred Plans
8. **PLANNING APPLICATIONS** - East Cambs
9. **PLANNING DECISIONS AND PLANS WITHDRAWN** – West Suffolk Council – Lists 17, 18 (Herewith)
10. **DELEGATION PANEL DECISIONS** – To note the communication with WSC Planning Office
11. **TREE PRESERVATION ORDERS**
12. **LICENCING** - To discuss any Licensing Applications
13. **CORRESPONDENCE:**
14. **Date of next meeting: Monday 25th May 2020**
15. To note items for consideration at the next meeting

Signed

Deborah Sarson, Acting Town Council Manager, DATE: 5/5/2020

To: Chair & Members of D&P Committee, Other Council Members & the Press

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee
Held on Monday 27th April 2020 at 6.00pm at the Memorial Hall Newmarket

Attendance:

Councillor J Lay (Chairman)
 Councillor S Caesar
 Councillor Andy Drummond
 Councillor Y Fitzgerald

Councillor R Hood
 Councillor P Hulbert
 Councillor M Jefferys
 Councillor C O'Neill

Also Present: Deborah Sarson – ATCM, Cathy Whitaker – RFO, Julie Ashton – Minute Assistant, 1 Member of the Press, and 1 Member of the Public.

Minute	Action by
The Chairman opened the meeting and tributes were paid to Councillor Ian Kirk who died suddenly over the weekend by the Mayor and Councillor Jefferys followed by a 2-minute silence.	
D/20/04/15 <u>CHAIRMAN TO ANNOUNCE THAT PROCEEDINGS ARE BEING RECORDED AND TO ADVISE THAT ALL PARTICIPANTS WILL BE MUTED BY THE HOST OF THE MEETING WHO WILL UNMUTE THE INDIVIDUAL THE CHAIRMAN HAS INVITED TO SPEAK</u> The Chairman opened the meeting and announced that proceedings were being recorded. All participants would be muted and would be unmuted when the Chairman invited individuals to speak.	
D/20/04/16 <u>APOLOGIES</u> Apologies received from Cllrs De'Ath, Hirst and Kerby.	
D/20/04/17 <u>DECLARATION OF MEMBERS INTERESTS & TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBER'S DISPENSATION</u> None noted.	
D/20/04/18 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY 20TH APRIL 2020 AND MATTERS ARISING</u> Members received the minutes of the Development & Planning Committee held on 20th April 2020 and the following was agreed: <u>D/20/04/4.18 Resolved</u> That the minutes of the Development & Planning Committee held on 20th April 2020 be adopted and signed as a true record by the Chairman of the Development & Planning Committee.	

There were no matters arising.

D/20/04/19 PUBLIC PARTICIPATION ‘AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS RELATING TO THE TOWN TO BE BROUGHT TO THEIR ATTENTION

None noted.

D/20/04/20 PLANNING APPLICATIONS

Week 15

D/20/04/20/1 DC/20/0541/ADV - Application for Advertisement Consent - (i) 2no. internally illuminated fascia signs (ii) 2no. non-illuminated panels to totem pole (iii) 1no. loading bay sign – Unit 3A Newmarket Retail Park Oaks Drive Newmarket Suffolk.

D/20/04/20.01 Resolved

The Committee voiced no objections.

D/20/04/20/2 DC/20/0542/FUL - Planning Application - Installation of entrance doors and side screens together with 2no. bays of curtain walling to front elevation - Unit 3A Newmarket Retail Park Oaks Drive Newmarket Suffolk

D/20/04/20.02 Resolved

The Committee voiced no objections.

Week 16

D/20/04/20/3 DC/20/0583/FUL - Planning Application - Change of use from financial service (class A2) to hot food takeaway (class A5) – 104 High Street Newmarket Suffolk.

D/20/04/20.03 Resolved

The Committee voiced no objections subject to compliance with the Shopfront Policy, Newmarket Neighbourhood Plan and Conservation Area requirements for any future application once a tenant is identified; the historical significance of this building was noted as it was bombed in 1941.

D/20/04/21 AMENDED AND DEFERRED PLANNING APPLICATIONS

None noted

D/20/04/22 EAST CAMBS PLANNING APPLICATIONS

18/00752/ESO – Sustainable Garden Village – Land Southwest of 98 to 138 Station Road Suffolk.

Members were disappointed with the East Camb's decision to approve this application without taking account of cross-border contributions and no consideration of contributing S016 monies to cover the additional demand on Newmarket resources and infrastructure. It was noted that there were plans to

introduce a half hourly train service from Kennett. The following was agreed:

Cllr Fitzgerald lost connection and gave apologies for absence

20/04/20/22.01 Resolved

That the Mayor, Acting TCM and Chairman write to East Cambs to express our disappointment at the lack of consultation, especially in light of the likely impact of the development on Newmarket, and to request a timetable for development of the infrastructure to be delivered when the reserved matters application is considered and to confirm the timetable for delivery of the half hourly train service at Kennett given the lack of parking proposed within the development. That a letter also be sent to West Suffolk to request that they take similar action.

D/20/04/23 TO RECEIVE RESULTS OF APPLICATIONS AS DETERMINED BY WEST SUFFOLK AND PLANS WITHDRAWN
West Suffolk Planning Determinations received during weeks 15 & 16.

Applications	Description	Address	WS Decision	NTC Decision
DC/20/0160/FUL	Planning Application - Change of use from hotel (Class C1) to house of multiple occupancy (Class C4)	Ashley House 13 Old Station Road Newmarket	Approved	No objections
DC/20/0171/FUL	Planning Application - Fire exit door to rear elevation	Unit 3A Newmarket Retail Park Oaks Drive Newmarket Suffolk	Approved	No objections
DC/18/22119ADV	Application for Advertisement Consent (i) 3no internally illuminated fascia signs, (ii) 1no internally illuminated height barrier, (iii) 2no internally illuminated key seller boards, (iv) 1no double menu board, (v) 1no banner, (vi) 1no totem (vii) parking signs and (viii) 2no directional sign	Land at Willie Snaith Road Newmarket Suffolk	Withdrawn	
DC/20/0220/FUL	Planning Application - (i) Conversion of roof space to form 2 no. self-contained flats (ii) Enclosed external staircase on rear elevation (iii) insertion of pitched roof dormer windows to front elevation	Sycamore House New Cheveley Road Newmarket	Approved	No objections
DC/20/0326/HH	Householder Planning Application - Single storey rear extension (following demolition of existing rear conservatory)	42 Rous Road Newmarket	Approved	No objections
DC/20/0458/TCA	Trees in a Conservation Area Notification - 1no. Norway Spruce (T1 on plan) - fell	Beaufort Cottage, Stables 140 High Street Newmarket	Approved	Objected

D/20/04/24 DELEGATION PANEL DECISIONS

None noted.

D/20/04/25 TREE PRESERVATION ORDERS

None noted.

D/20/04/26 TO DISCUSS ANY LICENSING APPLICATIONS

None noted. The Chairman suggested that preparation work should start for the Heaven Awaits reapplication that was due in 6 months.

D/20/04/27 CORRESPONDENCE

- WSC Planning Office – Parish Newsletter April 2020 was noted.
- Communication with WSC Planning Office – regarding being informed of delegated matters. A response is awaited.

D/20/04/28 DATE OF NEXT MEETING

Monday 11^h May 2020 at 6.00pm via Zoom.

D/20/04/29 TO NOTE ANY ITEMS FOR NEXT MEETING

None noted.

Meeting closed at 18:45pm.

Signed _____ Date _____

DRAFT

LIST 17**27 April 2020****Applications Registered between 20.04.2020 – 24.04.2020****PLANNING APPLICATIONS REGISTERED**

The following applications for Planning Permission, Listed Building, Conservation Area and Advertisement Consent and relating to Tree Preservation Orders and Trees in Conservation Areas have been made to this Council. A copy of the applications and plans accompanying them may be inspected on our website www.westsuffolk.gov.uk. Representations should be made in writing, quoting the application number and emailed to planning.help@westsuffolk.gov.uk to arrive not later than 21 days from the date of this list. Note: Representations on Brownfield Permission in Principle applications and/or associated Technical Details Consent applications must arrive not later than 14 days from the date of this list.

Application No.	Proposal	Location
DC/20/0678/TPO VALID DATE: 24.04.2020 EXPIRY DATE: 19.06.2020 WARD: Newmarket North PARISH: Newmarket Town Council	TPO/2012/04 Tree Preservation Order - 3no. Sycamores (G2 on plan T3,T4 and T5 on order) pollard to 8 metres APPLICANT: Mr Leo AGENT: Josh Parr CASE OFFICER: Alice Maguire	2 Arborfield Drive Newmarket Suffolk CB8 7FL GRID REF: 564161 264728

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LIST 18**1 May 2020****Applications Registered between 27.04.2020-01.05.2020****PLANNING APPLICATIONS REGISTERED**

The following applications for Planning Permission, Listed Building, Conservation Area and Advertisement Consent and relating to Tree Preservation Orders and Trees in Conservation Areas have been made to this Council. A copy of the applications and plans accompanying them may be inspected on our website www.westsuffolk.gov.uk. Representations should be made in writing, quoting the application number and emailed to planning.help@westsuffolk.gov.uk to arrive not later than 21 days from the date of this list. Note: Representations on Brownfield Permission in Principle applications and/or associated Technical Details Consent applications must arrive not later than 14 days from the date of this list.

Application No.	Proposal	Location
DC/20/0624/FUL VALID DATE: 30.04.2020 EXPIRY DATE: 25.06.2020 WARD: Newmarket East PARISH: Newmarket Town Council	Planning Application - (i) 4 no. dwellings to rear of 143A All Saints Road (ii) conversion and refurbishment of existing residential unit into 2 no. dwellings APPLICANT: Mr S. Finneran, Unique lettings and property management limited AGENT: Mr Dennis Brocklesby CASE OFFICER: Ed Fosker	143A All Saints Road Newmarket Suffolk CB8 8HH GRID REF: 564802 263178
DC/20/0655/LB VALID DATE: 17.04.2020 EXPIRY DATE: 12.06.2020 WARD: Newmarket East PARISH: Newmarket Town Council	Application for Listed Building Consent - Retention of alterations to facilitate the conversion of office space and function rooms into 32 no. en-suite guest rooms APPLICANT: Mr P. Brodel & L. McCarthy AGENT: Mr Dennis Brocklesby CASE OFFICER: Ed Fosker	Marlborough Club Kingston Passage Newmarket CB8 8EN GRID REF: 564371 263283
DC/20/0673/VAR VALID DATE: 21.04.2020 EXPIRY DATE: 16.06.2020 WARD: Newmarket East PARISH: Newmarket Town Council	Planning Application - Variation of condition 2 of DC/19/2181/VAR - to allow use of revised plans to increase number of guest rooms to 32 no. ensuite guest rooms (retrospective) APPLICANT: Mr Brodel & McCarthy AGENT: Mr Dennis Brocklesby - Lynwood Associates Ltd CASE OFFICER: Ed Fosker	Marlborough Club Kingston Passage Newmarket CB8 8EN GRID REF: 564371 263283

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**PLANNING AND REGULATORY SERVICES
DECISIONS WEEK ENDING 24/04/2020**

**PLEASE NOTE THE DECISIONS LIST RUN FROM
MONDAY TO FRIDAY EACH WEEK**

**No Planning Decisions to
be considered for
Newmarket Town Council.**

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**PLANNING AND REGULATORY SERVICES
DECISIONS WEEK ENDING 01/05/2020**

**PLEASE NOTE THE DECISIONS LIST RUN FROM
MONDAY TO FRIDAY EACH WEEK**

DC/20/0318/HH DECISION: Approve Application DECISION TYPE: Delegated ISSUED DATED: 28 Apr 2020 WARD: Newmarket East PARISH: Newmarket Town Council	Householder Planning Application - Single storey rear extension (following demolition of existing lean-to) APPLICANT: Mr Matt Speight AGENT: Mr Kevin Spires-Projects 4 Roofing	74 Freshfields Newmarket CB8 0EG
DC/20/0399/TPO DECISION: Refuse Application DECISION TYPE: Delegated ISSUED DATED: 1 May 2020 WARD: Newmarket West PARISH: Newmarket Town Council	TPO/1990/01 - Tree Preservation Order - 1no. Pine (T1 on plan and A1 on the Order) - fell APPLICANT: Ruth Lewis AGENT: Mr Josh Parry - Anglia Tree Contractors	64 Churchill Avenue Newmarket Suffolk CB8 0BU
DC/20/0434/FUL DECISION: Approve Application DECISION TYPE: Delegated ISSUED DATED: 29 Apr 2020 WARD: Newmarket North PARISH: Newmarket Town Council	Planning Application - (i) sub division of existing single dwelling into 2no. apartments (ii) associated parking and amenity area to the rear APPLICANT: Mr Aaron Bates AGENT: Thurlow Architects	140 Exning Road Newmarket CB8 0AF

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Cathy Whitaker

From: tcm
Sent: 28 April 2020 09:15
To: Councillor Caesar; Councillor De'ath; Councillor Drummond; Councillor Fitzgerald; Councillor Hirst; Councillor Hood; Councillor Hulbert; Councillor Jefferys; Councillor Kerby; Councillor Lay; Councillor O'Neill
Cc: Cathy Whitaker; Admin
Subject: FW: Delegation Panel

Dear All,

Please see response below from WSC. It seems that the best way forward would be to establish which District Councillors are the ward members at the time of considering the application so they can be notified and requested to represent the Town Council's views at the delegation panel meeting.

I will ensure this is an item on the next agenda.

Kind regards,

Deborah Sarson
Acting Town Council Manager



King Edward VII Memorial Hall
High Street
Newmarket
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From: Hardinge, Helen <helen.hardinge@westsuffolk.gov.uk>
Sent: 28 April 2020 08:05
To: tcm <tcm@newmarket.gov.uk>
Subject: RE: Delegation Panel

Good morning,

Please find pasted below a copy of an email that the Council's Service Manager (Planning – Development) sent to Councillor Hood earlier this year in response to the same query with regard to the Delegation Panel.

Helen

From: Almond, Rachel

Sent: 28 January 2020 13:32

To: Hood, Rachel <Rachel.Hood@westsuffolk.gov.uk>

Subject: Delegation Panel reports

Dear Cllr Hood,

I have spoken with Dave Beighton following his attendance at Newmarket Town Council on Monday 20th January. I am aware that you raised with Dave the possibility that Parish and Town Councils be sent a copy of the Delegation Panel report prior to consideration. I have discussed this with Democratic Services officers.

I am advised that the constitution does not permit the circulation of these reports outside of the Council in advance as the Delegation Panel is a private West Suffolk internal meeting.

I suggest that it is at the point when a Parish or Town Council consider an application in response to our consultation that they may choose to raise this with the relevant West Suffolk Ward Member, with a view to ensuring representation through the Delegation Panel process should such be necessary. In the same way Ward Members are able to keep abreast of applications being referred to Delegation Panel via the link they receive and are then able to liaise with their relevant Parish / Town Council accordingly with a view to representing them at the Delegation Panel if they see fit.

I hope this is helpful in explaining a little more about the process, and hope you found the attendance of Dave and Falcon last week helpful. If you have any questions still on this or any other matters please do not hesitate to contact me.

Kind regards

Rachel

Rachel Almond
Service Manager (Planning – Development)
Planning Development
Direct dial: 01638 719455
Email: rachel.almond@westsuffolk.gov.uk
www.westsuffolk.gov.uk
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#TeamWestSuffolk

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Helen Hardinge
Democratic Services Officer
Democratic Services
Direct dial: 01638 719363
Email: helen.hardinge@westsuffolk.gov.uk
www.westsuffolk.gov.uk
West Suffolk Council
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From: tcm <tcm@newmarket.gov.uk>
Sent: 27 April 2020 17:19
To: customer.services <customer.services@westsuffolk.gov.uk>; Hardinge, Helen <helen.hardinge@westsuffolk.gov.uk>
Cc: Councillor Lay <CouncillorLay@newmarket.gov.uk>; Lay, James <James.Lay@westsuffolk.gov.uk>; Cathy Whitaker <Cathy.whitaker@newmarket.gov.uk>
Subject: Delegation Panel

[THIS IS AN EXTERNAL EMAIL]

Hello,

Would it please be possible to be advised of planning delegation panel meeting agendas when they're issued so we can ask for a ward member to attend when relevant? At the moment we only appear to receive the decisions.

Kind regards,

Deborah Sarson
Acting Town Council Manager



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