



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 6th November 2023 at 6.15pm

Attendance:

Councillor R Hood (Chairman)
Councillor J Berry
Councillor A Drummond
Councillor J Harvey

Councillor P Hulbert
Councillor E Kavanagh
Councillor R Nobbs
Councillor S Perry

Also Present: C Whitaker - Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, Cllrs McHugh and Winter as observers, 1 Member of the Press and 4 Members of the Public

Minute	Action by
D/23/11/1 <u>Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chairman opened the meeting and read out the Fire Notice and announced that proceedings were being recorded and asked if anyone intended to record the meeting.	
D/23/11/2 <u>Apologies</u> None noted. Cllr Clover was absent.	
D/23/11/3 <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> Cllrs Drummond and Hood declared an interest in application DC/23/0864/FUL - former St Felix School site and were granted dispensation to discuss, but abstain from voting. A request for dispensation was made for the whole Committee regarding applications DC/23/1676/TCA and DC/23/1677/TCA.	
D/23/11/4 <u>To Confirm the Minutes of the Meeting Held on 16th October 2023 and any Matters Arising</u> The Chairman presented the minutes of the Development & Planning Committee held on 16 th October 2023 and the following was agreed: <u>D/23/11/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 16th October 2023 be adopted and signed as a true record by the Chairman of the Development & Planning Committee. Matters arising Page 6 - D/23/10/35 - Old Station Road - Cllr Perry reported that she had contacted the Planning Officer and they were aware of the development. A resubmission may be imminent. Town Clerk and Cllr Perry to draft a letter to SCC regarding the fencing that is blocking the pavement.	

D/23/11/5 Public Open Session

The Director of Inspire Social Care Services spoke to application DC/1691/FUL – Palace Coach House and explained that they wanted to turn the upstairs office into respite accommodation for young adults who will be fully supported by care workers.

The Chairman proposed to bring forward application DC/1691/FUL and the following was agreed.

D/2311/5.01 Resolved

That Planning Application DC/1691/FUL be brought forward.

D/23/11/6/1 DC/23/1691/FUL -Planning application - Change of use of first floor from office to living accommodation and carers bedroom (sui generis), for use in conjunction with the ground floor social care services office - Palace Coach House Palace Street Newmarket Suffolk.

D/23/11/6.01 Resolved

The Committee fully supported the application.

A member of the public left the meeting.

A resident thanked the Committee for their time to do a site visit to Unique.

The Chairman proposed to bring forward item D23/11/8/2 Unique and the following was agreed.

D/2311/6.02 Resolved

That item D/23/11/8/2 – Unique be brought forward.

A member of the public left the meeting.

Unique – a verbal report on the site visit was given and it was noted that the proposed changes would enhance the building and the area which the Committee supported.

D/23/11/6.03 Resolved

The Committee fully supported the application.

A resident asked for an update on Exning Road.

The Chairman proposed to bring forward item 15 Exning Road and the following was agreed.

D/23/11/6.04 Resolved

That item 15 – Exning Road be brought forward.

D/23/11/7 Exning Road

The costs for installing hardwood bollards in Exning Road were considered and the following was agreed:

D/23/11/7.01 Recommendation

That Providing 50% can be funded from Councillor Rachel Hood's SCC Locality Highways Budget; that the installation of bollards for £7,845.00 be approved. That the bollards be added to the NTC Asset Register.

A member of the public left the meeting.

D/23/11/8 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 1 – Traditional Features and Materials for Development within the Conservation Area. Policy 14 – Trees. Policy 31 – Shopfronts.

D/23/11/9 Planning Applications

Week Commencing 09/10/2023, 16/10/2023 & 23/10/2023

D/23/11/9/1 NMA(A)/23/0470 - Non-material amendment to DC/23/0470/FUL - a. internal alterations to floor plans and partition walls b. install roller shutter c. relocation of door to western elevation - Newmarket Library 24 The Guineas Shopping Centre The Rookery Newmarket Suffolk.

D/23/11/9.01 Resolved

No comment was invited by the Committee.

D/23/11/9/2 DC/23/1660/HH - Householder planning application - single storey side and rear extension - Wingate Snailwell Road Newmarket Suffolk.

D/23/11/9.02 Resolved

The Committee voiced no objection, subject to no objections from the adjacent neighbouring Garden House property.

D/23/11/9/3 DC/23/1676/TCA - Trees in a conservation area notification - 21 Lime trees (T1-21 on plan) re-pollarded away from neighbouring properties; 8 Horse chestnuts and Maples (T38-45 on plan) crown lifted to 2.5 metres from ground; one Yew (T66 on plan) crown lifted to clear railings/away from neighbouring property by 3 metres - Memorial Hall 144 High Street Newmarket Suffolk.

D/23/11/9.03 Resolved

The Committee actively encourages responsible tree management and does not object to this application.

D/23/11/9/4 DC/23/1677/TCA - Trees in a conservation area notification - two Birch (T1 and T2 on plan) crown reduction in height by one metre and lateral crown reduction by 0.5 metres - Bill Tutte Memorial Palace Street Newmarket Suffolk.

D/23/11/9.04 Resolved

The Committee actively encourages responsible tree management and does not object to this application.

D/23/11/9/5 DC/23/1680/HH - Householder planning application - a. single storey front extension incorporating alterations to garage b. single and two storey rear extensions c. replacement render d. replacement and alterations to windows e. replace chimney stack (following removal of existing) f. reduce two chimney stacks g. Juliet balcony

to rear dormer - Barkway House 18 Bury Road Newmarket Suffolk.

D/23/11/9.05 Resolved

The Committee were pleased to see a tree management report and voiced no objections subject to the applicant following the requirements in the Tree Officer's report.

D/23/11/9/6 DC/23/1717/TCA - Trees in a conservation area notification - one Conifer (T1 on plan) and one Prunus (T2 on plan) fell - 7 Bakers Row Newmarket Suffolk.

D/23/11/9.06 Resolved

The Committee voiced no objection.

D/23/11/9/7 DC/23/1723/TCA - Trees in a conservation area notification - one Sycamore (T1 on plan) fell - Sefton Cottage Snailwell Road Newmarket Suffolk.

D/23/11/9.07 Resolved

The Committee actively encourages responsible tree management and object to the felling of trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.

D/23/11/9/8 DC/23/1731/ADV - Application for advertisement consent - a. one non illuminated fascia sign b. one non illuminated projecting sign 116-118 High Street.

D/23/11/9.08 Resolved

The Committee objected on the grounds that it does not comply with the Newmarket Neighbourhood Plan Policy 30 and breaches the Shopfront Policy. New signage must adhere to the Shopfront Policy especially regarding size and colour and be in keeping with the historic Newmarket High Street.

D/23/11/9/9 DC/23/1746/HH - Householder planning application - two storey side extension 18A Lisburn Road Newmarket Suffolk.

D/23/11/9.09 Resolved

The Committee strongly objected on the grounds of overdevelopment, effect on residential amenity, design and appearance, layout and density, unclear plans, lack of car parking, numerous objections made to Cllrs over a prolonged period of time, potential fire risk and lack of refuse plans.

D/23/11/10 Amended and Deferred Planning Applications

D/23/11/10/1 DC/23/1513/ADV - One existing internally illuminated totem to be refurbished b. one internally illuminated totem - Newmarket Retail Park Oaks Drive Newmarket Suffolk.

D/23/11/10.01 Resolved

The Committee supported the comments of the Planning Officer, that the

proposed new sign is unacceptable, and objected to the sign next to the roundabout.

D/23/11/10/2 DC/23/0580/FUL – Planning application - conversion of garage to dwelling – 45 Bury Road, Newmarket, Suffolk.

D/23/11/10.02 Resolved

The Committee supported the Conservation Officer's comments and requested an extension; putting in a holding objection to this application until the Conservation Officer is satisfied.

Cllrs Drummond and Hood declared an interest in the following application and did not vote.

D/23/11/10/3 DC/23/0864/FUL – Planning application - a. 50 dwellings, garages, associated infrastructure including substation and foul water pumping station and public open space (following demolition of existing building and hard standing) b. new vehicular access onto Fordham Road following closure of existing southbound access c. re-location of tennis courts - Land at Former St Felix School, Fordham Road, Newmarket, Suffolk.

D/23/11/10.03 Resolved

That delegated power be given to Cllrs Harvey and Perry and Town Clerk to make final amendments to the Town Council's response document and that the comprehensive response to the consultation be approved and submitted.

D/23/11/11 Planning Appeals

None noted.

D/23/11/12 East Cambs Planning Applications

The East Cambs Weekly Lists for 13/10/2023, 20/10/2023 & 27/10/2023 were noted.

D/23/11/13 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during week commencing 09/10/2023, 16/10/2023 & 23/10/2023

Applications	Description	Address	WS Decision	NTC Decision
DC/23/1445/TCA	Trees in a conservation area notification - one Acacia (T1 on plan) overall crown reduction by three metres	18 Bakers Row Newmarket Suffolk	Approved	No objection
DC/23/1434/TCA	one Holly (T1 on plan) crown reduction in height by up to five metres; one Sycamore (T2 on plan) crown lift to 8 metres above ground level; one Cypress (T3 on plan) crown lift to 8 metres above ground level	52A Bury Road Newmarket Suffolk	Approved	No objection
DC/23/1435/TPO	TPO 03(1990) tree preservation order - one Lime (30 on plan and within G2 on order) lateral crown reduction by two metres on west elevation, one Pine (31 on plan and within G2 on order) lateral crown reduction by two metres, one Lime (33 on plan and within G2 on order) lateral crown reduction by two metres on west elevation, one Pine (34 on plan and within G2 on order) lateral	Paddocks Primary School Rochfort Avenue Newmarket Suffolk	Approved	No objection

	crown reduction by two metres on west elevation				
DC/23/1395/HH	Householder planning application - single storey rear extension (following demolition of existing rear extension)	31 Freshfields Newmarket Suffolk	Approved	No objection	
DC/23/1345/LB	Application for listed building consent - a. one internally illuminated menu b. internally illuminated take away sign c. one non illuminated sign written directional graphic d. one externally illuminated projection sign d. one set of halo illuminated text e. two sets of non illuminated text	75 High Street Newmarket Suffolk	Approved	No objection	
DC/23/1306/ADV	Application for advertisement consent - a. one internally illuminated menu b. internally illuminated take away sign c. one non illuminated sign written directional graphic d. one externally illuminated projection sign d. one set of halo illuminated text e. two sets of non illuminated text	75 High Street Newmarket Suffolk	Approved	No objection	
DC/23/1046/HH	Householder planning application - a. removal of existing garden walls adjoining house and adjacent	Mesnil Warren 40 Bury Road Newmarket Suffolk	Approved	No objection	
DC/23/0374/FUL	Planning application - conversion and extension to provide nine residential units and supporting infrastructure, with retention of ground floor retail unit and external alterations to the existing ground floor shop front	122 High Street Newmarket Suffolk	Approved	Objected	
DCON(B)/23/0313	Application to discharge conditions 3 (materials - samples/details) 4 (contamination Investigation) of DC/23/0313/FUL	Newmarket Community Hospital 56 Exning Road Newmarket Suffolk	Approved	Comments not Invited	
DC/23/1543/TCA	Trees in a conservation area notification - two Sycamore (T1 and T2) one Cypress (T3) one Lilac (T5) one Plum (T6) and one Laburnum (T7) - fell. one Cypress (T4) - Crown Lift to 3 metres.	Bury Lodge 56 Bury Road Newmarket Suffolk	Approved	Objected	
DC/23/1133/ADV	Application for advertisement consent - a. two (non-illuminated) fascia signs b. one (non-illuminated) projecting sign.	15 High Street Newmarket Suffolk	Withdrawn	No objection	
DCON(C)/13/0408	Application to discharge conditions 6 (phasing plan), 17 (construction method statement), 18 (ecological mitigation strategy) and 19 (tree protection scheme) of DC/13/0408/OUT	Hatchfield Farm Fordham Road Newmarket Suffolk	Discharged	Comments not Invited	

D/23/11/14 Delegation Panel Decisions

DC/23/1253/VAR – Planning application - variation of condition 2 (approved plans) of DC/22/1699/FUL to enable amended plans for internal changes to flat 1 and flat 2 and spiral staircase to courtyard - Surrey House, 41 High Street, Newmarket.

The Panel's decision that they were minded to grant permission was noted and it was appreciated that Officers had discussed concerns with Cllr Hood prior to the panel meeting.

D/23/11/15 Licensing

None noted.

D/23/11/16 Severals Access

This item was deferred until the costs for feasibility studies are received.

D/23/11/17 20's Plenty for Suffolk

A report on the available resources via the '20's Plenty for Suffolk Group' was considered and the following was agreed:

D/23/11/17.01 Recommendation

That 20's Plenty for Suffolk be referred to Full Council to consider.

D/23/11/18 Advertising and Fly Posting

A report on the ongoing issues of unauthorised stickers, posters, and banners on the High Street and Severals was discussed and considered. The following was agreed:

D/23/11/18.01 Recommendation

That a Task and Finish Working Group be set up consisting of Cllrs Kavanagh, Nobbs, Hood, Hulbert and the Town Clerk with a remit to research and provide recommendations to Full Council regarding unauthorised signage, street advertising and A-boards.

D/23/11/19 Planning Responses

A Report on proposals for planning responses to WSC was discussed and considered. The following was agreed:

D/23/11/19.01 Resolved

That public assistance sessions for planning portal responses be held at the Memorial Hall by R Wood.

D/23/11/19.02 Resolved

That subject to further amendment being made, the recommended Listed Building response be approved and adopted.

D/23/11/19.03 Resolved

That the final amended version for Transport and Parking applications be adopted.

D/23/11/20 SCC Bus Service Improvement Plan

SCC are conducting a consultation on how to improve the bus services in Suffolk and the following was agreed:

D/23/11/20.01 Recommendation

That this item be referred to the Parking and Transport Working Group to consider a response to the consultation.

D/23/11/21 Correspondence

Email from a Studland's resident regarding cycling on footpaths and lack of signage was noted and deferred to the next meeting.

D/23/11/22 Date of Next Meeting

Monday 20th November 2023 at the Memorial Hall.

Meeting closed at 7:40pm.

Signed: By the Chairman Date: Monday 6th November 2023

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/23/11/6.01 Resolved</u>	The Committee supported the application.
<u>D/23/11/7.01 Recommendation</u>	That Providing 50% can be funded from Councillor Rachel Hood's SCC Highways Locality Budget; that the installation of bollards for £7,845.00 be approved. That the bollards be added to the NTC Asset Register.
<u>D/23/11/9.01 Resolved</u>	No comment was invited by the Committee.
<u>D/23/11/9.02 Resolved</u>	The Committee voiced no objection, subject to no objections from the adjacent neighbouring Garden House property.
<u>D/23/11/9.03 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/23/11/9.04 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/23/11/9.05 Resolved</u>	The Committee were pleased to see a tree management report and voiced no objections subject to the applicant following the requirements in the Tree Officer's report.
<u>D/23/11/9.06 Resolved</u>	The Committee voiced no objection.
<u>D/23/11/9.07 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of trees. The Committee objected to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted.
<u>D/23/11/9.08 Resolved</u>	The Committee objected on the grounds that it does not comply with the Newmarket Neighbourhood Plan Policy 30 and breaches the Shopfront Policy. New signage must adhere to the Shopfront Policy especially regarding size and colour and be in keeping with the historic Newmarket High Street.
<u>D/23/11/9.09 Resolved</u>	The Committee strongly objected on the grounds of overdevelopment, effect on residential amenity, design and appearance, layout and density, unclear plans, lack of car parking, numerous objections made to Cllrs over a

	prolonged period of time, potential fire risk and lack of refuse plans.
<u>D/23/11/10.01 Resolved</u>	The Committee supported the comments of the Planning Officer, that the proposed new sign is unacceptable, and objected to the sign next to the roundabout.
<u>D/23/11/10.02 Resolved</u>	The Committee supported the Conservation Officer's comments and requested an extension; putting in a holding objection to this application until the Conservation Officer is satisfied.
<u>D/23/11/10.03 Resolved</u>	That delegated power be given to Cllrs Harvey and Perry and Town Clerk to make final amendments to the Town Council's response document and that the comprehensive response to the consultation be approved and submitted.
<u>D/23/11/17.01 Recommendation</u>	That 20's Plenty for Suffolk be referred to full council to consider.
<u>D/23/11/18.01 Recommendation</u>	That a Task and Finish Working Group be set up consisting of Cllrs Kavanagh, Nobbs, Hood, Hulbert and the Town Clerk with a remit to research and provide recommendations to Full Council regarding unauthorised signage, street advertising and A-boards.
<u>D/23/11/19.01 Resolved</u>	That public assistance sessions for planning portal responses be held at the Memorial Hall by R Wood.
<u>D/23/11/19.02 Resolved</u>	That subject to further amendment being made, the recommended Listed Building response be approved and adopted.
<u>D/23/11/19.03 Resolved</u>	That the final amended version for Transport and Parking applications be adopted.
<u>D/23/11/20.01 Recommendation</u>	That this item be referred to the Parking and Transport Working Group to consider a response to the consultation.