

Membership as from May 2023

Councillor Berry
Councillor Clover
Councillor Drummond (Vice Chair)
Councillor Harvey
Councillor Hood (Chair)
Councillor Hulbert
Councillor Kavanagh
Councillor Nobbs
Councillor Perry

Members = 9

Quorum = 3



Newmarket
TOWN COUNCIL

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

TEL: 01638 667227

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

Monday 22nd January 2024 at 6.15pm

A G E N D A

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.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

1. **Chair to read** fire safety notice and announce that proceedings may be filmed or recorded and ask if anyone present intends to record the meeting.
2. **Apologies** - To receive and accept apologies for absence
3. **Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
4. **Minutes of previous meeting held 8th January 2024**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Public participation** – an invitation to members of the public to make representations to Councillors. Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting for members of the public to address Councillors
6. **To consider if Newmarket Neighbourhood Plan policies impact on planning applications for consideration**
7. **Planning applications** – West Suffolk Council, weeks commencing 1/1/2024 & 8/1/2024
8. **Planning applications** – Amended and Deferred Plans
 - a) **13 Collings Place DC/23/2011/TPO** – deferred to receive the application documents
 - b) **The Guineas DC/23/1941/FUL & DC/23/1942/ADV** – deferred to receive further information
 - c) **147 All Saints Road DC/23/2068/P3CMA** – deferred to receive further information
 - d) **108 Churchill Avenue DC/23/1984/HH** – deferred for site visit
 - e) **23 Edinburgh Road DC/1812/HH** – re-consultation with amended plans
9. **Planning Appeals** – to discuss any notified appeals and receive any appeal updates or results:
 - a) **Appeal in Progress:- AP/23/0052/LDC Lanwades Park, Kentford**
10. **Planning applications** – East Cambs
11. **Planning decisions and plans withdrawn** – West Suffolk Council-week 1/1/2024 & 8/1/2024
12. **Delegation Panel decisions** - To discuss any decisions by Delegation Panel
13. **Licensing** – To discuss any Licensing applications
14. **Tree Protection Orders** – to receive notification of a TPO
15. **Enforcement** – to receive any updates
16. **Cycle paths** – to discuss shared cycling/footways (to follow)
17. **On-Street Advertising** – to receive a report from the working group (to follow)
18. **Parking and Transport** – to receive a report from representatives of the Parking & Transport Working Group regarding the BSIP
19. **Consultations** – to receive the proposed NTC response regarding the Street Vote Development Orders Consultation (to follow)

20. Accounts – to receive the accounts for the Committee for M9

21. Correspondence

22. Date of next meeting – 5th February 2024

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 16th January 2024

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

Material Planning Considerations	
Site specific issues	• adequacy for turning, loading • availability/capacity of local infrastructure (eg public drainage or water systems) • car parking • deficiencies in community/social facilities (eg spaces in schools) • design, appearance and materials • layout and density of building(s) • road access • traffic generation
Environmental effects	• effect on street scene • hazardous materials, contaminated land • landscaping • light (including overshadowing) • loss of trees • nature conservation & biodiversity issues • noise & disturbance resulting from use • overlooking/loss of privacy • smells and fumes • visual amenity
Listed buildings/conservation areas	• The need to preserve or enhance the special character or appearance of designated conservation areas and protect listed buildings • Effect on archaeological interest
Usage	• Incompatible or unacceptable uses • Desire to retain and promote certain uses e.g. stables in Newmarket.
Previous decisions	• Previous planning decisions, including appeal decisions
Policies	• Statutory provisions contained in planning acts, statutory regulations & planning case law • Central Government planning policy and advice • National Planning Policy Framework (NPPF) • Supplementary planning guidance/documents eg. Affordable Housing SPD, Master plans, development briefs • WSC Local Plan policies • Newmarket Neighbourhood Plan • Newmarket Conservation Area Appraisal (adopted September 2009)
Key principle of the NPPF – presumption in favour of sustainable development. For decision-taking this means granting permission unless: • the application of policies in the NPPF that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or • <i>any adverse impacts of doing so would significantly and demonstrably outweigh the benefits</i>	
Matters which are not material planning considerations	
<i>Greater weight is attached to issues raised which are supported by evidence rather than solely by assertion.</i>	
Competition (unless in relation to adverse effects on a town centre as a whole)	Moral and religious issues
Breach of private covenants or other private property or access rights, including boundary disputes	Council interests (eg land ownership or contractual matters)
Devaluation of property	Identity or motives of an applicant or occupier
Protection of a private view	Private disputes between neighbours
Impact of construction work	

Parking Guidance for Use Classes C3 and C4: Dwelling houses and houses in multiple occupation

Family houses, or house occupied by up to six residents living together as a single household, or Houses in Multiple Occupation (HMO)¹³, including a household where care is provided for residents.

Standard: Flats and Houses are to be treated the same.

Use	Vehicle	Cycle	PTW	Disabled
	Minimum*	Minimum	Minimum	Minimum
1 bedroom	1 space per dwelling	2 secure covered spaces per dwelling. (Satisfied if garage or secure area is provided within curtilage of dwelling to minimum dimensions)	N/A	N/A if parking is in curtilage of dwelling, otherwise as Visitor/unallocated
2 bedrooms	2 spaces per dwelling**			
3 bedrooms	2 spaces per dwelling			
4+ bedrooms	3 spaces per dwelling			
Retirement developments (e.g., warden assisted independent living accommodation)	1 space per dwelling	2 spaces per 8 units (visitors)	2 PTW spaces and 1 space per 2 dwellings for mobility scooters	
Visitor/unallocated	0.25 spaces per dwelling (unallocated)	If no garage or secure area is provided within curtilage of dwelling, then 2 covered & secure spaces per dwelling in a communal area for residents plus 2 spaces^ per 8 dwellings for visitors	1 space + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	

¹³ Houses in multiple occupation (Class C4) are defined in The Town and Country Planning (Use Classes) Order 1987 (as amended) as 'small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom'.

Informative notes:

*Standards exclude garages under 6m x 3m (internal dimension) as a parking space but can include undercroft parking and car ports providing, they have no other current or potential use.

**Reduction in this figure may be considered with robust and agreed highway mitigation

^Mobility vehicle spaces should be secure and covered with charging facilities.

Visitor/unallocated vehicle parking can, subject to appropriate design, be located on street.

Unallocated cycle parking for residents to be secure and covered, located in easily accessible locations throughout the development. These guidelines will be applied to all development (including infill developments, extension applications and change of use).

Where grouped, unassigned parking is proposed, more flexible and efficient use of the parking may be achieved than with allocated parking. Subject to discussion with the Highway Authority this may potentially reduce the nominal on-street parking provision standards required by up to 25%.

Where an individual dwelling may require more than two spaces these additional spaces may be provided as part of unallocated on street parking, providing this is designed in.

An allowance will be required for visitor cycle and car parking, refer para 3.2 and 4.5.

Suffolk Guidance for Parking 2019 {excerpt}

Car clubs should be promoted in low provision/car free residential developments and car club spaces provided. Electric vehicle charging infrastructure should also be provided in new developments.

Research was undertaken to derive the residential parking guidance for Suffolk. The research included a questionnaire survey to approximately 9000 dwellings. The results of the survey and the 2001 and 2011 Census data for Suffolk car ownership can be found in Appendix 1.

Electric Vehicle recharging points to be provided to support the use of low emission vehicles. See EV Parking Guidance table within this document for further guidance.

Reductions to the minimum parking guidance

This advisory residential parking guidance is the minimum required; however a range of factors will be taken into account. For main urban areas a reduction to the parking guidance may be considered where a proposal has been designed to be exceptionally sustainable in transport terms and which effectively promotes an overall reduction in the use of high emission vehicles and avoids the provision of car parking adjacent or close to dwellings within the main layout.

Main urban areas are defined as those having frequent and extensive opportunities for public transport and cycling and walking links; close proximity to local services (including accessing education, healthcare, food shopping and employment); and on street parking controls at all times e.g. double yellow lines. Where there is evidence that these factors are in place, local planning authorities may, after consultation with the Highway Authority, bring forward local parking policies to limit the scale of parking in specific areas.

When making their recommendation to local planning authorities considering reduced parking proposals for residential development, the Highway Authority must be:

- able to recommend a condition for suitable cycle storage and secure parking facilities;
- satisfied that servicing vehicles would be able to operate efficiently i.e. not restricted by loading restrictions or road layout;
- able to determine how highly sustainable the location is in terms of proximity to services, shops etc. and public transport (high frequency and wide ranging) and suitable cycling and walking routes;
- made aware of the likelihood of a viable Car Club (the provision of a car club would need to be secured through a Planning Obligation on Condition);
- able to determine the possible impact that a single application may have in setting a precedent in an area;
- satisfied by the availability of visitor parking (off street public car parks may be acceptable for visitor use); and
- satisfied that the likely impact of additional road parking in the vicinity would not cause inconsiderate and unsafe obstructions to the surrounding road or footpath network or add pressure onto an already densely utilised parking network.

If all the above criteria are satisfied on a site by site basis then the Highways Authority would be more likely to approve of reduced parking proposals.

However, it is not possible to make the assumption that occupiers will be car free; although it may be possible to accept this to some degree where the units are single bed. Furthermore, if the neighbouring streets are controlled by Residents Parking then any new development is prohibited from joining the scheme.

The presumption that occupiers are required to use off road public car parks for parking of their vehicles is not generally supported. The Highways Authority will only consider any identified use of off-road public car parks as a means of resident parking in exceptionally sustainable developments that are located in main urban areas (as defined above). In such cases, the Highway Authority must first be satisfied that the car park/s in question are viable long-term parking options for affected residents and that the development has been designed to be extremely sustainable in transport terms.

To summarise, the key questions the Highways Authority will seek to address when considering proposals for reduced parking are:

- Where might residents park?
- What real harm would these vehicles cause?
- Are the roads heavily regulated in terms of prohibition of parking?
- Are the streets already under significant pressure?

Blank



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 8th January 2024 at 6.15pm

Attendance:

Councillor J Harvey (Chairman)
Councillor P Hulbert

Councillor E Kavanagh
Councillor S Perry

Also Present: C Whitaker - Town Clerk, J Ashton – Minute Assistant, Cllrs Jarvis, McHugh, Winter and Yarrow as observers and 1 Member of the Press.

	Minute	Action by
D/24/01/1	<u>Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> With the absence of the Chairman and Deputy Chairman, Town Clerk asked for nominations for a Chairman; Cllr Hulbert nominated Cllr Harvey and the following was agreed: <u>D/24/01/1.01 Resolved</u> <u>That Cllr Harvey be elected as Chairman for this evening's D&P Committee meeting.</u> Cllr Harvey took the Chair and opened the meeting and read out the Fire Notice and announced that proceedings were being recorded.	
D/24/01/2	<u>Apologies</u> Apologies were received from Cllrs Berry, Drummond, Hood and Nobbs. Cllr Clover was absent.	
D/24/01/3	<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> None noted. There were no requests for dispensation.	
D/24/01/4	<u>To Confirm the Minutes of the Meeting Held on 18th December 2023 and any Matters Arising</u> The Chairman presented the minutes of the Development & Planning Committee held on 18th December 2023 and the following was agreed: <u>D/24/01/4.01 Resolved</u> <u>That the minutes of the Development & Planning Committee held on 18th December 2023 be adopted and signed as a true record by the Chairman of the Development & Planning Committee.</u> There were no matters arising.	

D/24/01/5 Public Open Session

No members of the public were present.

D/24/01/6 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 14 – Trees and Policy 30 – Conservation Area.

D/24/01/7 Planning Applications

Week Commencing 11/12/2023, 18/12/2023 & 25/12/2023.

D/24/01/7/1 DC/23/2049/TCA - Trees in a conservation area notification - a. one Hawthorn (T1 on plan) crown lift to give 2.5 metre clearance over parking bay b. one Prunus (T2 on plan) - remove lower branch over path and highway c. four Elm (T7 on plan) two Prunus (T8 and T12 on plan) and two unknown species (T14 on plan) fell - Amberley 22 Bury Road Newmarket Suffolk

D/24/01/7.01 Resolved

The Committee actively encourages responsible tree management and objects to the felling of trees. However, on this occasion the Committee does not object to this application, subject to the Tree Officer's approval.

D/24/01/7/2 DC/23/2048/TCA - Trees in a conservation area notification - one Tree of Heaven (T001 on plan) fell - 8 Abernant Drive Newmarket Suffolk.

D/24/01/7.02 Resolved

The Committee actively encourages responsible tree management and objects to the felling of trees. However, the Committee supports this application due to the tree being unhealthy and the dangerous location and the undertaking to replace it with two alternative trees.

D/24/01/7/3 DC/23/2027/HH - Householder planning application - a. entrance canopy b. single storey side and rear extension (following demolition of existing utility) - 28 Rowley Drive Newmarket Suffolk.

D/24/01/7.03 Resolved

The Committee voiced no objection.

D/24/01/7/4 DC/23/2025/TCA - Trees in a conservation area notification - three Sycamore (T1, T2 and T4 on plan) one Lime (T3 on plan) fell - The Kremlin Bungalow 1A Bury Road Newmarket Suffolk.

D/24/01/7.04 Resolved

The Committee actively encourages responsible tree management and objects to the felling of trees. The Committee objected to this application due to no reason being given for why the trees should be felled.

D/24/01/7/5 DC/23/1984/HH - Householder planning application - a. front porch b. single storey rear link extension c. infill of garage door to form window - 108 Churchill Avenue Newmarket Suffolk.

D/24/01/7.05 Resolved

The Committee deferred this application to request an extension to arrange a site visit.

Cllr Winter joined the meeting.

D/24/01/7/6 DC/23/1941/FUL - Planning application - a. fenestration to shop front b. rendered timber framed infill c. seating area - 15 The Guineas Shopping Centre The Rookery Newmarket Suffolk.

D/24/01/7.06 Resolved

The Committee deferred this application to request an extension and make further enquiries.

D/24/01/7/7 DC/23/2068/P3CMA - Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use of offices (commercial, business and service) (class E) to four dwellings (class C3) - The Old Courts 147 All Saints Road Newmarket Suffolk.

D/24/01/7.07 Resolved

The Committee deferred this application to request an extension and make further enquiries.

Cllr Jarvis joined the meeting

D/24/01/7/8 DC/23/1942/ADV- Application for advertisement consent - one internally illuminated vinyl fascia sign - 15 The Guineas Shopping Centre The Rookery Newmarket Suffolk.

D/24/01/7.08 Resolved

The Committee deferred this application to request an extension and make further enquiries.

D/24/01/7/9 DC/23/2006/FUL - Planning application - vehicular gates and personnel gate enclosing residential parking / access area - The Maltings Brewers Lane Newmarket Suffolk.

D/24/01/7.09 Resolved

The Committee voiced no objection subject to appropriate access for bin collection provision and emergency vehicles.

D/24/01/7/10 DC/23/2011/TPO - TPO 012 (1956) tree preservation order - one Lime (on plan and within A1 of order) fell - 13 Collings Place Newmarket Suffolk.

D/24/01/7.10 Resolved

The Committee deferred this application to request an extension and make further enquiries.

D/24/01/8 Amended and Deferred Planning Applications

D/24/01/8/1 DC/23/1674/VAR – 34 Fitzroy Street – deferred pending approval of materials being used. The information regarding materials was still awaited and the following was

agreed:

D/24/01/8.01 Resolved

The committee objected to this application due to the absence of the information regarding the materials to be used.

Cllrs McHugh and Yarrow joined the meeting.

D/24/01/8/2 DC/23/1708/FUL - Long Cottage Fordham Road – deferred to carry out a site visit to the property. A further extension to be requested to arrange a site visit and the following was agreed:

D/24/01/8.02 Resolved

The Committee voiced no objections, subject to the following conditions:

- For the driveways appropriate surfaces be required to reduce noise disturbance (e.g. tarmac)
- Appropriate gap between the wall of the neighbouring Maltings site and House A (as there is some debate about where the boundary is and to enable access for maintenance to the wall and property).
- Proper arrangements to be made regarding a proposed bin area on the main road (establishing who owns the land and likely to need proper surfacing)
- Regards to any considerations of the Newmarket Horse Racing Policy that may apply to this establishment.

D/24/01/8/3 DC/23/0980/FUL - 53 High Street –deferred due to major differences of the original and amended plan. Town Clerk was asked to seek further information and the following was agreed:

D/24/01/8.03 Resolved

The Committee objected due to the revised application not fulfilling the purpose of the original application; to provide a walkway to access the Horse Racing Museum.

D/24/01/9 Planning Appeals

None noted.

D/24/01/10 East Cambs Planning Applications

The East Cambs Weekly Lists for 15/12/2023, 23/12/2023 & 29/12/2023 were noted.

D/24/01/11 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during week commencing 11/12/2023, 18/12/2023 & 25/12/2023.

Applications	Description	Address	WS Decision	NTC Decision
DC/23/1790/TCA	Trees in a conservation area notification - one Prunus (T1 on plan) fell	45 High Street Newmarket Suffolk	Approved	No objection
DC/23/1382/FUL	Planning application - one dwelling with access and associated works	Land Adjacent To 26 Paget Place Newmarket Suffolk	Approved	No objection

DC/23/0773/FUL	Planning application - one dwelling	Garage At Nowell Lodge Fordham Road Newmarket Suffolk	Refused	No objection	
DC/23/1915/TCA	Trees in a conservation area notification - one Holly (T38 on plan) fell	The Kremlin 1 Bury Road Newmarket Suffolk	Approved	No objection	
DC/23/1880/TCA	Trees in a conservation area notification - one Silver Birch (T2 on plan) fell	Sefton Cottage Snailwell Road Newmarket Suffolk	Approved	Objected	
DC/23/1783/FUL	Planning application - a. installation of 1800 mm railing / gate to front of retaining wall; b. removal of timber fence to be replaced with 1100 mm railing to existing wall on side elevation; c. replacement pedestrian gate to rear elevation	Arlington Court Church Lane Newmarket Suffolk	Withdrawn	Objected	
DC/23/1782/FUL	Householder planning application - single storey front extension	21 Leaders Way Newmarket Suffolk	Approved	No objection	
DC/23/1456/FUL	Planning application - change of use from agricultural land to public open space and associated works	Hatchfield Farm Fordham Road Newmarket Suffolk	Approved	Objected	
DC/22/0042/P3CMA	Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use from commercial (class E) to 14 dwellings (class C3)	136 - 142 High Street Newmarket Suffolk	Refused	Objected	

D/24/01/12 Delegation Panel Decisions

None noted.

D/24/01/13 Licensing

None noted.

D/24/01/14 Enforcement

Information from WSC regarding DC/23/1182/FUL – 128 High Street was noted and the following was agreed:

D/24/01/14.01 Resolved

That regardless of the planning process, there is a serious Health & Safety concern and the Committee requested that urgent action be taken to address the risks.

34 Old Station Road - SCC reported that the contractors did not respond to their request to adjust the hoarding and they have issued a penalty notice stating that if it is not done, then their licence will not be renewed after 8th January 2024 and the hoarding will be removed by SCC.

D/24/01/15 Parking and Transport

A response from the SCC consultation on the bus service improvement plan was noted, NTC has applied for increased provision from Newmarket to Bury St Edmunds via Kentford supporting Kentford Parish Council's application, improved shuttle service around Newmarket potentially with the Voluntary network and Sunday services for all current and new routes) and the following was agreed:

D/24/01/15.01 Resolved

That further information on the proposals already submitted are considered and submitted if necessary.

D/24/01/16 Public Rights of Way

This item was discussed at full Council and will be removed from this agenda.

D/24/01/17 Correspondence

Public Consultation on Street Vote Development Orders was noted, and the following was agreed:

D/24/01/17.01 Resolved

That Delegated Powers be given to Cllrs Harvey and Kavanagh and Town Clerk to formulate a response.

D/24/01/18 Date of Next Meeting

Monday 22nd January 2024 at the Memorial Hall.

Meeting closed at 7:10pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/24/01/7.01 Resolved</u>	The Committee actively encourages responsible tree management and objects to the felling of trees. However, on this occasion the Committee does not object to this application, subject to the Tree Officer's approval.
<u>D/24/01/7.02 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of trees. However, the Committee supports this application due to the tree being unhealthy and the dangerous location and the undertaking to replace it with two alternative trees.
<u>D/24/01/7.03 Resolved</u>	The Committee voiced no objection.
<u>D/24/01/7.04 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of trees. The Committee objected to this application due to no reason being given for why the trees should be felled.
<u>D/24/01/7.05 Resolved</u>	The Committee deferred this application to request an extension to arrange a site visit.
<u>D/24/01/7.06 Resolved</u>	The Committee deferred this application to request an extension and make further enquiries.
<u>D/24/01/7.07 Resolved</u>	The Committee deferred this application to request an

	extension and make further enquiries
<u>D/24/01/7.08 Resolved</u>	The Committee deferred this application to request an extension and make further enquiries
<u>D/24/01/7.09 Resolved</u>	The Committee voiced no objection subject to appropriate access for bin collection provision and emergency vehicles
<u>D/24/01/7.10 Resolved</u>	The Committee deferred this application to request an extension and make further enquiries
<u>D/24/01/8.01 Resolved</u>	The committee objected to this application due to the absence of the information regarding the materials to be used.
<u>D/24/01/8.02 Resolved</u>	For the driveways appropriate surfaces be required to reduce noise disturbance (e.g. tarmac) Appropriate gap between the wall of the neighbouring Maltings site and House A (as there is some debate about where the boundary is and to enable access for maintenance to the wall and property). Proper arrangements to be made regarding a proposed bin area on the main road (establishing who owns the land and likely to need proper surfacing) Regards to any considerations of the Newmarket Horse Racing Policy that may apply to this establishment.
<u>D/24/01/8.03 Resolved</u>	The Committee objected due to the revised application not fulfilling the purpose of the original application to; provide a walkway to access the Horse Racing Museum
<u>D/24/01/14.01 Resolved</u>	That regardless of the planning process, there is a serious Health & Safety concern and the Committee requested that urgent action be taken to address the risks.
<u>D/24/01/15.01 Resolved</u>	That further information on the proposals already submitted are considered and submitted if necessary.
<u>D/24/01/17.01 Resolved</u>	That Delegated Powers be given to Cllrs Harvey and Kavanagh and Town Clerk to formulate a response.

Blank

My House

My Maps

13 Collings Place, Newmarket, CB8 0EX

Find

key

T1 - Line.

Reset



(c) Crown Copyright and database rights 2023 OS 100023282.

POWERED BY iShare

P-2





Arboricultural Survey

At

13 Collings Place
Newmarket
Suffolk
CB8 0EX

Following;

The requirement for a professional opinion regarding a significant Lime tree commenting on both the trees condition, health and close proximity to private dwellings.

Written By;
Matheu R Davies

Content:

- Tree survey/Aspect
- Conclusion/Recommendations
- Appendix - Pictures of *Tilia europaea*

N.B

Due to the tree in question being an urban garden tree I have omitted to include a site map showing the trees location and have instead provided the property address, postcode and GPS coordinates.

In addition: Due to the scope of this report being an aim to inform, I have not included a hazard assessment however, a hazard assessment pro forma from the International Arboricultural Association and tree survey pro forma were used in the collation of my data.

Introduction: Instructions

I am instructed by Anglia Tree Contractors on behalf of the tree owner, Mrs S Buxton, to inspect a significant tree in the rear garden of 13 Collings Place, Newmarket, Suffolk, CB8 0EX, to carry out a VTA with a view to commenting on the trees close proximity to a the owners and neighbouring dwellings & outbuildings, the trees safety and health and prognosis of any pests and disease's identified. This tree is subject to a Tree preservation order: TPO 012 (1956). The owner of the tree seeks to have the tree removed over concerns of historic branch failure and proximity to theirs and neighbouring properties.

This report is both independent and unbiased and provides my professional objective judgement intended to inform all parties involved of my findings.

For the benefit of this paper and in all other reference the Lime tree will be referred to as T1.

Qualifications and Experience

I have based this report on my site observations and the provided information. I have come to conclusions in the light of my experience and technical knowledge.

BTEC Extended Level 3 Nat Dip in forestry and arboriculture (QCF).

Triple graded qualification with distinctions.

13 years' experience as an Arboriculturist in associations with:

Peninsula Forestry Ltd

J L Treecare

SPC Trees & Landscapes

Anglia Tree Contractors Ltd

Gardens Arb Business Ltd

Site Information

I carried out the site visit on 31st August 2023 at approx. 12:10pm. Weather was bright and sunny with occasional overcast.

All my observations were from ground level without detailed investigations and I estimated all dimensions unless otherwise indicated. If specialist assessments methods were adopted they will be detailed as appropriate. Pictures of T1 are included in the appendix to this report. Original; copies are available from the author.

Tree Survey:

Tree Number: T1

Species: *Tilia europaea*

Height: 55ft

Age Class: Semi Mature, 80+ years

DBH (1.5 metres above ground level): 642mm (Semi Mature).

Crown Spread: N: 7.5m E: 5m S: 7.5m W: 7m

Physical Condition: Good

Site Information: T1 is an urban garden tree located to the rear of 13

Collings Place, Newmarket, Suffolk, CB8 0EX, which is the end property in a row of terraced homes with further dwellings to the North, West and South. In total the crown spread of T1 spans 4 separate properties all of whose gardens are within the canopy drip line. T1 is situated to the rear of the privately owned terraced house in a back garden measuring approx. 13m in length and 5m wide.

BGS data for the area indicates coarse and loamy soils over chalk.

GPS Coordinates: 52.25118° N, 0.39092° E.

Base and Butt:

Base and butt are enclosed on the right hand side with paving slabs and garden detritus, outbuildings (sheds) and a concrete kick boarded rear fence which marks the boundary with neighbouring properties to the West and a brick wall to the north marking the boundary to another neighbouring property. There is some evidence of root plate heave but not excessive and in my opinion is normalised natural heave of the root plate associated with progressive annual growth of T1 growing in both height and spread. (See appendix) There is visible evidence of minor cracking and lifting of some slabs and causing heave to the rear fence and adjacent outbuilding which has a progressive lean.

There is epicormic growth on the root buttress and also sporadically up the main stem.

No evidence of any pests and diseases affecting butt or base at time of inspection. No fruiting bodies or brackets visible at time of inspection. No cracking or flaking of bark. No evidence of helical twist and the absence of holes made by wood borers. No ribs to indicate cracks or evidence of fibre buckling indicative of load bearing stress.

Main Stem:

Main stem is singular and straight with approx. 20ft to the first significant branch/bifurcation. There is evidence of historic light pruning and management most notably lower smaller limbs whereby the crown has been raised along with a tentative 10% entire crown reduction. I have been informed this work was carried out approx. 10 years ago with no follow up formative pruning since that date.

Crown and Canopy:

T1 has a fair although slightly asymmetrical crown due to co dominance. T1 shares its crown space with a neighbouring Pine tree to the South and a Holly and pollarded Horse chestnut to the North. T1 has good vigour with a dense and cluttered broadly conical crown. There is scattered minor deadwood under 50mm evidenced by sporadic yellowing sections of the crown indicating either biotic or abiotic branch/twig abortion.

No evidence of hazard beams or evidence of any pests or diseases.

There are some over extended lower lateral branches on the western side of the T1 which are drooping over neighbouring gardens.

Conclusions:

Having considered all of the information gathered I have come to the following conclusions based on my professional and objective opinion, qualifications and experience. Where references have been made and noted, it is widely accepted that the author's authority on the matter is beyond dispute e.g. Prof. Dr. C Mattheck, Dr. K. Bethge, and D. Lonsdale. T1 is an early mature common Lime tree that is large given its surroundings and proximity to outbuildings/fences/neighbouring gardens and a wall. It is yet to reach its maximum mature height for Lime trees which can reach up to 40m with a life span of up to 500 years. As T1 is semi mature specimen and is yet to reach its ultimate height and spread, T1 will require regular maintenance/formative pruning for the remainder of its lifespan. This is due to the species and natural growth patterns of T1 and ultimately the impact of its mature crown spread amongst a residential setting.

T1 appears in fine health with albeit slightly asymmetrical form.

There is evidential basal and main stem epicormic growth however this is usual for the species and can also be in response to pruning and or stress.

T1's proximity to a neighbouring fence (classed as buildings in this instance as the fence is built upon a concrete kick board with concrete posts as opposed to wooden posts and wooden kick boards which would render them a content and NOT part of the building) is of concern as is T1's proximity to a neighbouring brick dividing wall. This is a considerably close d.f.c. There is likely to be root ingress within the majority of the drip line/root zone and any possibility of potential root damage to building foundations would need to be investigated by a qualified surveyor.

Recommendations:

- Pollard/Koppard T1 – Consideration for Koppard down to crown break or first bifurcation approx. 20ft. preferably autumn prior to frosts when T1 is entering dormancy – this process should be replicated on a 4-6 year cycle.
- Consideration also for high pollard (to suitable height with thought to future regeneration) if above not deemed acceptable.

- Tree owner must contact their contents insurers regarding 3rd party liability in the event of damage to a person/s or property.

Occupiers liability acts 1957 & 1984 states that;

“A tree is the property of the land owner who may be liable for any damage caused and is responsible for its safety and maintenance. Failure to do so could be construed as negligence”.

Further investigation by building surveyor or structural engineer may be required regarding root ingress and possible damage to foundations i.e. subsidence or heave with consideration for possible root pruning and/or root guards. I would also recommend that any neighbouring property owners who feel the tree may be damaging their property to do the same.

- Both annual VTA's and immediate VTA after storms, strong winds or snow unless remedial actions are undertaken. In the event of remedial actions being undertaken I would recommend bi-annual VTA by a qualified professional regarding further heave and potential damage to nearby hard standings.
- Removal of slabs, detritus or outbuildings around base of T1 with consideration to be given to soil amelioration and the addition of bio-char.
- Other options to be considered are to fell the tree and replant and replace with tree/s suitable to the site and conditions. T1 is however subject to TPO and consent would need to be given by the LPA. Consent would be usually be considered for approval if it could be proved the tree is either a) In a dangerous condition b) causing subsidence/heave with adjacent and neighbouring properties. In the case for the latter further investigations would be required with the possibility for need of root pruning and or use of root guards to prevent root ingress.

Appendix 1: Pictures of T1



Fig 1: View of T1 from roadside



Fig 2: View of T1 main stem from garden entrance.



Fig 3: Proximity of T1 to neighbouring Fence/hard standing.



Fig 3: Proximity of T1 to outbuildings.



Fig 4: Advised height of pollard for T1

Appendix 2: Notes on some tree protection issues.

Town & Country Planning Act 1990;

Your attention is drawn to part VIII of the above Act, sections of this Act are used to apply and enforce TPO's as well as control works carried out on specimens subject to a TPO. As a tree owner before giving instructions to a third party to carry out tree works or carrying out such works yourself you must first ensure that the specimen requiring work is not covered by an order. If a TPO is in force then the prior written permission of the Local Planning Authority enforcing the order must be gained.

If a breach of the TPO is proven the planning compensation act 1991 may be used to enforce penalties, currently the maximum penalty upon conviction is £20,000 as well as costs (including any necessary remedial works). In serious circumstances cases may be committed for trial to the Crown Court and on conviction be liable to an unlimited fine.

Conservation areas;

The law relating to conservation areas is in part II of the Planning (Listed Buildings and Conservation Areas) Act 1990. Conservation areas are areas of special architectural or historical interest the character or appearance of which it is desirable to preserve or enhance. They are designated by the LPAs.

Trees in conservation areas that are already protected by a TPO are subject to the normal TPO controls. However in addition the Town and Country Planning Act 1990 make particular provision for trees in conservation areas which are not the subject of TPO's. Under section 211, any person proposing to cut down or carry out work on a tree in a conservation area is required to give the LPA 6 weeks' notice of their intention to do so

Known as a Section 211 notice.

The inclusion of the inspected site within a conservation area will be investigated in the same manner as a TPO by the inspector, and will have been indicated within the general site information of this report. No section 211 notice will be submitted as part of this report however separate arrangements can be made to do so upon request.

Deeds & Covenants;

On occasions contained within the legal documentation of property ownership certain controls are put in force they may for example require the retention of tree cover of a certain variety within the boundary of a property for perpetuity, likewise they may prohibit the planting of certain varieties. It is the responsibility of any party wishing to carry out works to ensure that they are not in breach of such controls.

On occasion, usually with leasehold properties ownership and responsibility for maintenance are retained by the lessor (usually the owner of the deeds) responsibility for checking this information is as above.

Standards of work;

Work recommended within this report is in accordance with British standard 3998 "tree work". This should be considered as a basic minimum standard and any parties that carry out arboricultural operations should be able to demonstrate their commitment to that standard.

Appendix 3: Glossary of Abbreviations & Terms.

Arboriculturalist: a person skilled in the science of the care and maintenance of trees they should carry the appropriate liability/ insurance and preferably be a member of a professional body of tree specialists (the current leading national body is the "Arboricultural association").

Aspect: The general out look of the site.

BGS: British Geological Survey.

Butt: the lowest part of the trunk where it adjoins the surrounding ground.

C.O.D.I.T: Compartmentalisation of decay in trees, the natural means used by a tree to prevent the spread of decay.

Cavity: a hollow in a wooden part of the tree.

Coupe/Compartment/Copse: a defined area within a woodland or forest.

Condition: G = Good, f = Fair, P = Poor, D = Dead

Covenant: an agreement to maintain or carry out present commitments often contained within the deeds of a property.

Crotch: the junction of two branches.

Crown: The section of the tree which contains leaf/bud covered branches.

D.F.C: distance from construction.

DBH: diameter at breast height, the measurement is taken at 1.3 meters above ground level.

Decay/Rot: the breaking down of the normal structure of the wood, usually leading to the

structural weakening of the tree.

Deed: a law contract.

Desiccation: any significant reduction in soil moisture content by evaporation or extraction by trees, shrubs, etc.

Diameter: a straight line passing through the centre of a geometrical shape.

Dog Leg: an unusual growth form where a branch suddenly changes direction. Caused by many different factors but may weaken the integrity of the affected limb

Epicormic Growth: literal meaning 'upon stem' forming from adventitious buds. Such branching is often founded on a poor attachment.

Early Mature: A tree reaching its ultimate height and whose growth is slowing however it will still increase in stem diameter and crown spread.

Fsb: First significant branch.

Good Form: Reference to the tree's crown structure and general shape.

Heave: upward ground movement and the corresponding movement of effected foundations..

Inclinometer: a device using geometry to measure the height of objects.

Increment: a small sample of wood removed for analysis with a boring device.

L.P.A.: the local planning authority (part of local council).

Parasitic: an organism, which will attack its host, usually to the disadvantage of the host.

Phototropism: The effect of light and its direction on a living organism.

Pollarding: Tree management method where the entire crown is removed at regular periods.

Kopparding: A method as above but with the removal of the entire crown down to the main trunk.

Scaffold: the branch structure in the crown that supports the smaller branches and gives shape to the tree.

Silt: a soil made up of particles with diameters of size intermediate between clay (less than 0.002 mm) and sand (greater than 0.06 mm).

Subsidence: downward ground movement and the corresponding movement of affected foundations.

Suckers: young adventitious shoots growing from the base of the tree or directly from the trunk and main branches.

Target: any item either static or transient that would be hit in the event of any part of the tree failing.

TPO: Tree preservation order.

Trunk: the main supporting portion of the tree, usually bare of twigs and leaves.

Townclerk

Subject: FW: DC/23/1941/FUL & DC/23/1942/ADV - 15 The Guineas Shopping Centre,, The Rookery, CB8 8EQ

From: McGarr, Greg <Greg.McGarr@westsuffolk.gov.uk>

Sent: 11 January 2024 16:15

To: Townclerk <Townclerk@newmarket.gov.uk>

Subject: RE: DC/23/1941/FUL & DC/23/1942/ADV - 15 The Guineas Shopping Centre,, The Rookery, CB8 8EQ

Good afternoon Cathy,

In terms of the first point which has been made, the ownership of the land and the specific tenancy/lease agreement is something that is outside of the remit of the planning system. It is good to know that the land registry record sent over appears to show this as being correct. I have spoken with the applicants and they have informed me that they have the relevant permission and insurance for this.

This unit has previously had outside seating in the area that is proposed and is very similar to other units within the shopping centre (The Pantry for example). We have consulted with Highways with regards to any impacts of having seating here and they have not raised any objections or concerns. As a result of this we are satisfied that this would not have a material detrimental impact upon the pedestrian area.

The canopy that is shown is sectional and shows the existing. This would not change under the proposed development and is shown on the image attached.

The dimensions of the signage are considered to be acceptable and in accordance with the advertisement design guide. In addition we have no concerns with regards to the levels of illumination. This will be 100 candela. For context, application DC/18/1964/ADV at 30 The Guineas (B&M) has illuminated signage at 200 candela.

I hope that the above is useful. Kind regards, Greg

Greg McGarr
Planning Officer
Planning Development
Direct dial: 01284 757314
Email: Greg.McGarr@westsuffolk.gov.uk

From: Townclerk <Townclerk@newmarket.gov.uk>

Sent: Thursday, January 11, 2024 3:13 PM

To: McGarr, Greg <Greg.McGarr@westsuffolk.gov.uk>

Subject: RE: DC/23/1941/FUL & DC/23/1942/ADV - 15 The Guineas Shopping Centre,, The Rookery, CB8 8EQ

Hello Greg,

Yes Committee met on Monday and requested an extension to get some clarity on a couple of things.

1: Was the proposed outside seating area within the lease boundary of the unit – I have since spoken with Ross McKittrick, The Guineas Manager and he has forwarded me the land registry record and plan which seems to suggest that it is.

Are you able to confirm that the seating area will remain within the footprint of the unit (I see that there is a canopy already in existence and that the proposed plans include this (or a replacement one).

Concerns were specifically that should the area be occupied by outside seating, this could impede the thoroughfare for pedestrians as there is a pinch point which also has a post/column centrally in that area.

2:The illuminated signage – I see on the application that there is information regarding the measurements, etc.

Are you happy that these measurements are suitable and particularly in respect to the illuminance levels?

Many thanks for your help. Cathy

Townclerk

From: Ross McKittrick <ross.mckittrick@theguineas-shopping.co.uk>
Sent: 11 January 2024 10:00
To: Townclerk
Cc: Councillor Harvey
Subject: RE: Planning applications for former Symposium restaurant
Attachments: Official Copy (Title Plan) - SK130917.pdf; Official Copy of Register - EDOC REGISTRATION - SK130917.pdf

Cathy.

Please see the attached demise plan which is on land registry. The definition for this is below and therefore the area earmarked for external seating is within our demise. The tenant has confirmed to me verbally and to our head office that the seating area is not raised, this is simply how it has been drawn.

1. The area shown edged in red on the attached is included in our lease area. I believe this covers the area which they want to use for seating. Info is from the Land Registry.

1	(23.08.1993) The Leasehold land shown edged with red on the plan of above Title filed at the Registry and being part of The Guineas Shopping Centre, The Rookery, Newmarket (CB8 8EG).
2	(23.08.1993) Short particulars of the lease(s) (or under-lease(s)) under which the land is held: Date : 22 June 1993 Term : 150 years from and including 16 August 1990 Rent : a peppercorn and additional rent as therein mentioned Parties : (1) Forest Heath District Council (2) Lloyds Bank S.F. Nominees Limited NOTE: The rights granted by Clause 2(i)(i) and 2(i)(ii) of the lease are excluded from the registration

By all means if you have further queries please don't hesitate to contact me,

Regards,

Ross

Ross McKittrick Dip SCM
Centre Manager

10 Rookery House,
The Guineas Shopping Centre,
Newmarket,
Suffolk, CB88EQ

Tel 01638 665 809
Mob 07581 003 182

www.theguineas-shopping.co.uk



From: Townclerk <Townclerk@newmarket.gov.uk>
Sent: Thursday, January 11, 2024 9:15 AM
To: Ross McKittrick <ross.mckittrick@theguineas-shopping.co.uk>
Cc: Councillor Harvey <CouncillorHarvey@newmarket.gov.uk>
Subject: Planning applications for former Symposium restaurant

Hello Ross,

Our Development and Planning Committee considered the two applications relating to the former Symposium restaurant on Monday evening.

Committee have a few queries regarding the plan proposals and, whilst I realise that you are probably just a consultee as is the Town Council, I wonder if you could shed any light on whether the area to the front of the restaurant is part of the property footprint – or is that Highway land (or Guineas land)?

We are trying to establish if the units proposed outside seating area would require a licence and there are also some concerns that the size of this area, which appears to be raised, may impede pedestrian flow potentially.

Many thanks

Regards,

Cathy Whitaker

Clerk to Newmarket Town Council

I am working flexibly so may send emails outside of normal office hours.

There is no expectation that you will respond outside of your normal working hours.

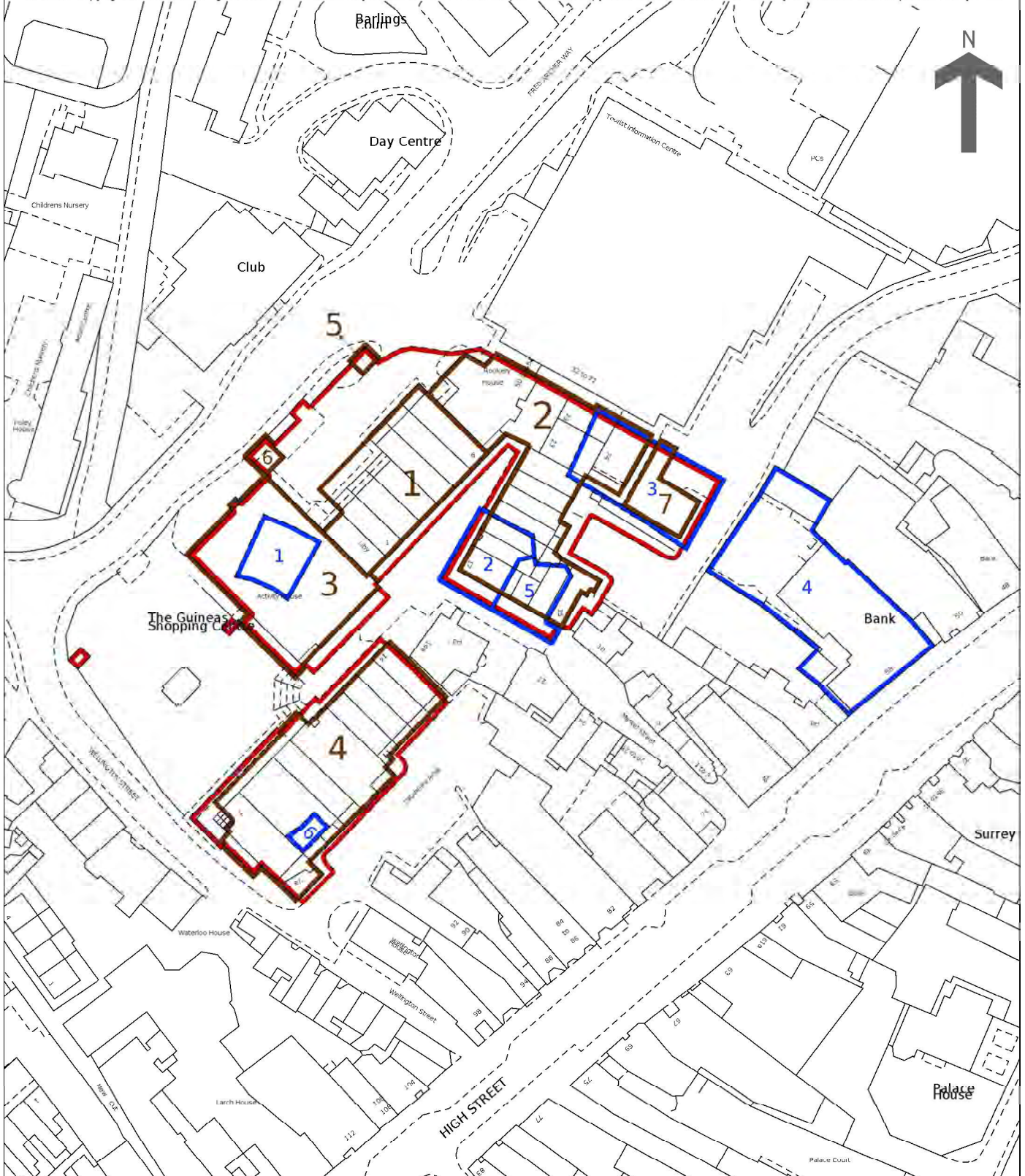


HM Land Registry Official copy of title plan

Title number **SK130917**
Ordnance Survey map reference **TL6463SW**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Suffolk : West Suffolk**



© Crown copyright and database rights 2018 Ordnance Survey 100026316. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.





AMMOS

EST. 2023

Advertisement Type:

Fascia Sign

Height:

0.67 metres

Width:

1.090 metres

Depth:

0.02 metres

What is the height from the ground to the base of the advertisement?:

2.1 metres

What is the maximum projection of the advertisement from the face of the building?:

0 metres

What is the maximum height of any of the individual letters and symbols?:

0.70 metres

What materials will the advertisement be made of?:

plastic film

The colour of text and background:

Bronze colour RAL 1247

Will the advertisement be illuminated?:

Yes

Will the advertisement be illuminated internally or externally?:

Internally

Illuminance levels:

100 cd/m²

Will the illumination be static or intermittent?:

Static

Location of Advertisement(s)

Is the advertisement(s) you are applying for already in place?

- ☐ Yes
☒ No

Is an existing advertisement(s) to be removed and replaced by the advertisement(s) in this proposal?

- ☒ Yes
☐ No
☐ Not Applicable

If Yes to either or both above, please show the existing sign(s) on an elevation drawing or photograph and state the references for the drawing(s) or photograph(s)

See Photograph of the existing sign and drawing of the existing shop front submitted with this application

Will the proposed advertisement(s) project over a footpath or other public highway?

- ☐ Yes
☒ No

Advertisement(s) Period



Parish Re-Consultation

Newmarket Town Council
King Edward VII Memorial Hall
High Street
Newmarket
Suffolk
CB8 8JP

Please ask for: Adam Yancy

Direct Line: 01638 719264

Application No. DC/23/1812/HH

Consultation Period

Expires: 29 January 2024

15 January 2024

RE-CONSULTATION IN RESPECT OF A PLANNING PROPOSAL

PROPOSAL Householder planning application - a. first floor extension b. 1.5 storey rear extension c. attached side garage following demolition of existing garage d. replacement windows and cladding

LOCATION 23 Edinburgh Road, Newmarket, Suffolk, CB8 0QE

APPLICANT Mr David Masters

AGENT Mr Daniel Nicholls

You have been consulted previously in respect of the application noted above. The following amendments by the applicant/agent have been received:

Amended plans received.

The changes are available to view in the planning section of our website for your consideration.

<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S3K5JFPDMXD00>

Would you please let me know in writing by 29 January 2024 if you have any observations to make regarding this proposal. Please email your response to planning.technical@westsuffolk.gov.uk. Any response should include the application number, the name of the Case Officer and the site location address. All responses will be posted on our website and made available for viewing by the general public. If I do not hear from you it will be assumed that you do not wish to make any representations. You will be notified details of the decision electronically.

PARISH COUNCIL RESPONSE FORM

Planning and Regulatory Services
West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU
15 January 2024

Case Officer: Adam Yancy
Direct Line: 01638 719264
Application No: DC/23/1812/HH
Consultation Period
Expires: 29 January 2024

CONSULTATION ON APPLICATION RECEIVED BY LOCAL PLANNING AUTHORITY

PROPOSAL Householder planning application - a. first floor extension b. 1.5 storey rear extension c. attached side garage following demolition of existing garage d. replacement windows and cladding

LOCATION 23 Edinburgh Road, Newmarket, Suffolk, CB8 0QE

APPLICANT Mr David Masters

AGENT Mr Daniel Nicholls

Name of Town/Parish:

Signature of Chairman/Clerk:

Parish Council response to this application:

No Comment ☐

Object ☐

Support ☐

Parish Council Observations:



The Planning Inspectorate

Dawn Hale
West Suffolk Council
West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU

Temple Quay House
2 The Square
Bristol
BS1 6PN

Direct Line: 0303 444 5452
Customer Services:
0303 444 5000

Email: TeamE5@planninginspectorate.gov.uk
www.gov.uk/planning-inspectorate

Your Ref: DC/23/1319
Our Ref: APP/F3545/X/23/3334323

15 December 2023

Dear D Hale,

Town and Country Planning Act 1990
Appeal by Lochailort Kentford Ltd
Site Address: Land at the Former Animal Health Trust Research Centre,
Kentford, CB8 7UA

I have received Lawful Development Certificate Appeal(s) forms and documents for this site. I am the case officer. If you have any questions, please contact me. I have checked the papers and confirm that the appeal(s) is valid. If I later find out that this is not the case, I will write to you again.

IMPORTANT INFORMATION

All Lawful Development Certificate (LDC) appeals proceeding by an Inquiry will, from 1st April 2023 and subject to Inspector availability, follow a strict timetable with the aim of issuing the appeal decision within 26 weeks of the appeal being considered valid. All dates contained in this letter including the event date are therefore fixed and cannot be changed.

The procedure and the starting date

The Appellant(s) has requested the Inquiry procedure.

The date of this letter is the starting date for the appeal(s). The timetable for the appeal(s) begins from this date.

The Inspector and Inquiry date

The Inspector appointed to decide the appeal is M Madge Dip TP MA MRTPI and the inquiry will open at 10.00am on Tuesday 16th April 2024. We have currently scheduled (3) sitting days.

Please can the LPA secure a suitable venue as soon as possible and provide details. Arrangements should also be made so that anyone unable to attend in person can participate by joining virtually.

The Inspector will wish to hold a case management conference (CMC) with the main parties in about 8 weeks to be hosted virtually by the LPA ideally on Microsoft Teams. The Inspector will prepare an agenda which will be issued in advance. Each party should have a single spokesperson nominated to speak; the intended advocates should participate if, at all possible. Please can you provide the name and email address of your spokesperson to us no less than 7 days before the case conference, along with the names/email addresses of any other participants. An invitation to the CMC should be sent to the relevant Case Officer who will make arrangements with the Inspector. For guidance on hosting virtual events for the Planning Inspectorate, please follow this link <https://www.gov.uk/government/publications/guidance-for-local-planning-authorities-hosting-virtual-events-for-the-planning-inspectorate/guidance-for-local-planning-authorities-hosting-virtual-events-for-the-planning-inspectorate>. It is important that the Inspector's email address is not disclosed to ensure they cannot be contacted direct by any party – please see paragraphs 4.1- 4.3 of the guidance on this point.

In advance of the case management conference, parties are requested to give detailed consideration as to what topics / issues could most efficiently be dealt with as a round table discussion at the inquiry or by written submissions in order to ensure that the inquiry is conducted in an efficient and effective manner, optimising inquiry time. This will be an item on the agenda for the conference. Depending on the outcome of that discussion, the Inspector will direct how the evidence will be dealt with at the inquiry.

Sending documents to us and looking at the appeal(s)

Please ensure that all the documents submitted during the appeal process are GDPR compliant.

A timetable for some elements of the case is set out below. No reminders will be sent, and any documents sent after the deadlines will normally be returned.

PLEASE SUBMIT ALL DOCUMENTS USING THE PORTAL

You can also use the Internet to see information and to check the progress of cases through GOV.UK. The address of the search page is <https://acp.planninginspectorate.gov.uk/>

If you are unable to submit documents via the portal, please use the email address above. If posting documents (other than the Questionnaire) please send 2 copies of everything (or 3 if a Rule 6 party is registered). Whichever method you use, please make sure that all documents/emails are clearly marked with the full reference number.

Guidance on communicating with us electronically can be found at <https://www.gov.uk/government/publications/planning-appeals-procedural-guide>

Keeping to the timetable

You must keep to the timetable set out below and make sure that you send us the relevant documents within these deadlines. This will mean that we can deal with the appeal(s) promptly and fairly. If you do not send us the relevant documents in time, the Inspector will not normally look at them and we will return them to you unless there are exceptional reasons for accepting them. Not meeting the prescribed timetables may be a reason for

the Inspector to initiate an award of costs (see section on costs below).

Unless agreed otherwise by the Inspector at the case management conference the following documents must be sent within this timetable.

By 5 January 2024

Using the model notification letter at the following link: <http://www.gov.uk/government/publications/model-notification-letter-for-planning-appeals> you must notify any person who was notified or consulted about the application in accordance with the Act or a development order and any other interested persons who made representations to you about the application, that the appeal(s) has been made. You should tell them:

i.that any comments they made at application stage will be sent to me and the appellant(s) and will be considered by the Inspector (unless they withdraw them within the 2 weeks deadline). If they want to make any additional comments they must submit within 2 weeks from the date of the notification letter, by 26 January 2024. If comments are submitted after the deadline, the Inspector will not normally look at them and these will be returned.

ii.when and where the appeal documents will be available for inspection.

iii.that the Planning Inspectorate will not acknowledge representations. We will, however, ensure that letters received by the deadline are passed on to the Inspector dealing with the appeal(s).

iv.that they can get a copy of our booklet 'Guide to taking part in planning appeals proceeding by Inquiry' either free of charge from you, or on GOV.UK <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>;

v.that the decision will be published on GOV.UK.

You must send a copy of a completed appeal questionnaire and supporting documents, a copy of your notification letter and a list of those notified to the Appellant(s) and me by this deadline.

By 26 January 2024

Please submit your statement of case giving full details of the case you will put forward at the inquiry including any documents, maps or plans you intend to refer to or use in evidence. The appellant may require you to send any such document (or relevant part of such a document). Please also include a list of any conditions or limitations you would agree to, if the appeal were to be allowed. I will send a copy of your statement to the appellant(s) and you must send a copy of your statement to any statutory parties. I will also send you and the appellant(s) a copy of any comments received from other interested persons or organisations.

The Appellant(s) and the LPA must also submit a copy of the completed agreed statement of common ground, listing all matters that are not only agreed but also confirming areas where there is disagreement. Further guidance on producing statements of common ground

(and a model form) is available from <https://www.gov.uk/government/publications/statement-of-common-ground>

You must allow anyone who wants to inspect the appeal documents a reasonable opportunity to do so. Your statement must say when and where this can be done.

By 16 February 2024

The Appellant(s) and the LPA must submit any final comments you and they have on each other's statement and on any comments from interested people or organisations. You must not send your final comments instead of, or to add to your statements. No new evidence is allowed at this stage. I will send a copy of the appellant's final comments at the appropriate time.

By 19 March 2024

You and the Appellant(s) must submit copies of your proof(s) of evidence (and a written summary if the proof is over 1500 words in length). You should also send a copy to any statutory party. A 'proof of evidence' is a written statement that you, the appellant(s) or a witness wishes the Inspector to take into account at the inquiry. Any summary should reflect the contents of the proof and should not include new evidence.

By 26 March 2024

Please submit a copy of the LPA inquiry notification letter.

Planning obligations - section 106 agreements

A planning obligation, often referred to as a 'section 106 agreement', is either a legal agreement made between the LPA and a person 'interested in the land' or a legally binding undertaking signed unilaterally by a person 'interested in the land'. If you intend to submit a planning obligation, you must read the guidance provided on GOV.UK - [https:// www.gov.uk/government/publications/planning-appeals-procedural-guide](https://www.gov.uk/government/publications/planning-appeals-procedural-guide). A draft, or heads of terms, should be submitted before the case management conference. A final draft, agreed by all parties to it, must be submitted to me no later than 10 working days before the inquiry opens.

Statutory parties

'Statutory parties' are owners or tenants of the application/appeal site who made comments within the time limit on the application, or who do so on appeal. You must give details of any statutory parties at application stage on the questionnaire. I will tell you about any statutory parties who write to us at appeal stage, before your statement of case is due.

Withdrawing the appeal(s)

If you hear that the appeal(s) is to be withdrawn, please notify me immediately. If I receive written confirmation of this from the appellant(s), I will inform you.

Costs

The Appellant(s) has been directed to GOV.UK for further information regarding costs – <http://planningguidance.communities.gov.uk/blog/guidance/appeals/>. You should also be aware that costs may be awarded to either party.

Additionally, the appointed Inspector or the Secretary of State may on their own initiative make an award of costs, in full or in part, if they judge that a party has behaved unreasonably resulting in unnecessary appeal expense.

The Appeal decision

The decision is expected to be issued on or before 31 May 2024

Further information

Further information about the appeals process can be accessed at GOV.UK - <https://www.gov.uk/government/publications/planning-appeals-procedural-guide>. I recommend that you read the relevant guidance.

Yours sincerely,

Adewale Ajibade

Adewale Ajibade

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice>

Where applicable, you can use the internet to submit documents, to see information and to check the progress of cases through GOV.UK. The address of the search page is - <https://www.gov.uk/appeal-planning-inspectorate>

TOWN AND COUNTRY PLANNING ACT 1990 C. 8 SECTIONS 192
(as amended by Section 10 of the Planning and Compensation Act 1991)

THE TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT
PROCEDURE) (ENGLAND) ORDER 2015 ARTICLE 39

REFUSAL OF CERTIFICATE OF LAWFUL EXISTING USE

PLANNING APPLICATION: DC/23/1319

West Suffolk Council (“the Council”) hereby REFUSE a Certificate of Lawful Existing Use as described in the First Schedule to this Certificate (“the Use”) in respect of the land specified in the Second Schedule (“the Land”) as described in the application submitted to the Council on 14th August 2023 (the Application date) and given reference number DC/23/1319 for the following reasons:

The Council is not satisfied on the balance of probabilities that the current lawful use is one that falls within Schedule 2, Part A, Class E of The Town and Country Planning (Use Classes) Order 1987 (as amended) (specifically E (c)(ii), (e) and (g)(ii)) but considers that it is a Sui Generis mixed use for Clinical Activities, Scientific Research and Education.

Signed:



Christine Flittner, Solicitor

Date: 13 October 2023

FIRST SCHEDULE

The existing Use of the Land for a use falling within Use Class E.

SECOND SCHEDULE

The Land at The Former Animal Health Trust Research Centre, Kentford, CB8 7UA shown edged in red on the plan attached to this certificate.

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 5th January 2024

Reference: 23/01347/FUL

Officer: Rachael Forbes

Location: 5 Westhorpe Burwell Cambridge CB25 0DJ

Date application valid:

19th December 2023

Parish:

Burwell

Proposal: Single storey rear extension

Applicant:

Miss Zoe Double
5 Westhorpe
Burwell
Cambridge
CB25 0DJ

Agent:

Grid Reference: 559018 267539

Reference: 23/01390/FUL

Officer: Rachael Forbes

Location: Woodrobin 2A Mandeville Burwell Cambridge CB25 0AG

Date application valid:

20th December 2023

Parish:

Burwell

Proposal: Demolition of conservatory and construction of a garden room extension

Applicant:

Britland
Woodrobin
2A Mandeville
Burwell
Cambridge
CB25 0AG

Agent:

Mion Studio Ltd
FAO Mr David Ritchie
76 Medcalfe Way
Melbourn
Cambridge
SG8 6HU

Grid Reference: 558901 265942

Reference: 23/01398/CLE

Officer: Olivia Roberts

Location: Land Rear Of 32 Hasse Road Soham Cambridgeshire

Date application valid:

Parish:

22nd December 2023

Soham

Proposal: Construction of a lodge and change of use to residential

Applicant:

Mr A Coogan

C/o Agent

Agent:

Cheffins

FAO Mrs Ruth Gunton

25 Market Place

Ely

CB7 4NP

Grid Reference: 560946 276173

Reference: 24/00003/HEN

Officer: Jasmine Moffat

Location: 12 Stretton Avenue Newmarket Suffolk CB8 8BN

Date application valid:

Parish:

2nd January 2024

Woodditton

Proposal: Notification of a proposed large home 6-metre rear extension

Applicant:

Mr Zekria Usman

12 Stretton Avenue

Newmarket

Suffolk

CB8 8BN

Agent:

Kim

FAO Mr Kashif Syed

31 Avondale Garden

Hounslow

Middlesex

TW4 5EU

Grid Reference: 564795 262632

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 12th January 2024

Reference: 24/00022/FUL

Officer: Charlotte Sage

Location: 22 Hawthorn Way Burwell Cambridge CB25 0DQ

Date application valid: 8th January 2024

Parish: Burwell

Proposal: Construction of 1no. detached bungalow following the demolition of the existing attached garage and outbuilding

Applicant:

Ms Nicola Spensley
Hamptons
Park Road
Hadlow
Kent
TN11 9SR

Agent:

Partners In Planning And Architecture
FAO Mr Lewis Collins
Suite 2, Clare Hall
St Ives Business Park
Parson Green
St Ives
PE27 4WY

Grid Reference: 559181 267396

Blank

Decision List

Weeks commencing 1 st & 8 th January	NTC Comments
DCON(A)/23/1285 Application to discharge condition 3 - arboricultural method statement of application DC/23/1285/HH Bury Lodge 56 Bury Road Newmarket Suffolk CB8 7BT	Condition(s)  Comments not invited.
DC/23/1808/TPO TPO 12 (2005) Tree preservation order - one Walnut (T1 on plan T2 on order) overall crown reduction by 1.5 metres to previous punning points 6 Balaton Place Snailwell Road Newmarket Suffolk CB8 7YP	 The Committee actively encourages responsible tree management and does not object to this application.
DCON(E)/20/0624 Application to discharge condition 19 (ecological enhancement) of DC/20/0624/FUL 143A All Saints Road Newmarket Suffolk CB8 8HH	Condition(s)  Comments not invited.
DC/23/2048/TCA Trees in a conservation area notification - one Tree of Heaven (T001 on plan) fell 8 Abernant Drive Newmarket Suffolk CB8 0FH	 The Committee actively encourages responsible tree management and objects to the felling of trees. However, the Committee supports this application due to the tree being unhealthy and the dangerous location and the undertaking to replace it with two alternative trees.

Decision List

DC/23/2004/TCA <u>Trees in a conservation area notification - one Bay (T1 on plan) fell</u> 12 St Marys Square Newmarket Suffolk CB8 0HZ	 The Committee actively encourages responsible tree management and objects to the felling of trees. However, subject to no comments from the Tree Officer, the Committee does not object to this application due to the unsuitable location of the tree.
DC/23/1935/TCA <u>Trees in a conservation area notification - 10 Sycamore (0005, 0007, 0008, 0009, 0010, 0011, 0013, 0014, 0017, 0020 on plan) fell</u> Palace House Palace Street Newmarket Suffolk CB8 8EP	TPO SERVED The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The committee recognises that the case that Sycamore trees are poisonous to horses is unproven and that removing the trees is detrimental to public amenity, so we object on those grounds and defer to the previous comments from the tree officer.
DC/23/1614/HH <u>Householder planning application - single storey side and rear extension to existing garage/habitable space to create home gym</u> Lynwood House 1 Murray Park Newmarket Suffolk CB8 9BU	 The Committee voiced no objection, subject to the Case Officer looking at concerns raised by neighbours and being satisfied that there will be no damage to their properties or trees.

To: **Recipients of Delegation Panel papers**

Contact Planning Department
Email planning.help@westsuffolk.gov.uk

9 January 2024

Dear all

Delegation Panel - Friday 5 January 2024

Following consultation with the members of the Delegation Panel on the above date, the Director (Planning and Growth) has determined that the following decisions will either be delegated to Officers or referred to the Development Control Committee for consideration, as indicated against each item.

Those applications agreed to be delegated are not strategic in their scale or nature and do not raise any significant material planning issues to justify referral for wider discussion at the Development Control Committee.

Those applications agreed to be referred to the Development Control Committee for determination were considered to have significant public interest, raising material planning issues that justify wider discussion and debate.

Any queries in relation to the Delegation Panel meeting and/or the applications should be directed to
planning.help@westsuffolk.gov.uk

Yours sincerely

A handwritten signature in black ink, appearing to read "J. Baird".

Julie Baird
Director – Planning & Growth

Agenda Item 3



Delegation Panel list

Date: Friday 5 January 2024
Time: 1.00pm
Location: Via MS Teams
Attended by: Councillors Andrew Smith, Jon London and Phil Wittam
Together with Dave Beighton, Amy Murray and Greg McGarr

The Delegation Panel advised the Director (Planning and Growth) of their opinion as to whether these applications should be referred to the Development Control Committee for determination or whether they should otherwise be determined using delegated powers

1.	Application number	DC/23/1262/VAR
	Proposal:	Planning Application - Variation of conditions 2 (approved plans); 3 (parking of vehicles and cycles) and removal of condition 9 (air source heat pumps - noise control) of DC/20/1025/FUL
	Location:	Plot 1, Police Station, Vicarage Road, Newmarket
	Case officer:	Amy Murray
	Parish:	Newmarket Town Council
	Ward:	Newmarket East
	Member comment:	No comments received.
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegated Decision
	Reason for DCC referral:	N/A
	Director decision:	Delegated Decision



Parish Consultation
King Edward VII Memorial Hall
High Street
Newmarket
Suffolk
CB8 8JP

Case Officer: Daniel Gospel
Direct Line: 01284 757270
Email: planning.help@westsuffolk.gov.uk

Order no: TPO/001(2024)

Today's date: 10 January 2024

Tree Preservation Order - TPO/001(2024)

Location: Palace House, Palace Street, Newmarket , Suffolk,
CB8 8EP

This is a notification that the above Tree Preservation Order was made by the Council on 9 January 2024.

If your Council has observations to make regarding this proposal please e-mail your response to planning.help@westsuffolk.gov.uk. Comments should be received within 28 days from the date of this letter.

Daniel Gospel

Daniel Gospel
Arboricultural Officer

COPY OF REGULATION 6 OF THE TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND) REGULATIONS 2012

Objections and representations

6. (1) Subject to paragraph (2), objections and representations —

- (a) shall be made in writing and —
 - (i) delivered to the authority not later than the date specified by them under regulation 5(2)(c); or
 - (ii) sent to the authority in a properly addressed and pre-paid letter posted at such time that, in the ordinary course of post, it would be delivered to them not later than that date;
 - (b) shall specify the particular trees, groups of trees or woodlands (as the case may be) in respect of which such objections and representations are made; and
 - (c) in the case of an objection, shall state the reasons for the objection.
- (2) The authority may treat as duly made objections and representations which do not comply with the requirements of paragraph (1) if, in the particular case, they are satisfied that compliance with those requirements could not reasonably have been expected.

**Town & Country Planning (Tree Preservation) (England) Regulations
2012**

Town And Country Planning Act 1990 (as Amended)

**West Suffolk Council
Tree Preservation Order TPO/001(2024)
Palace House, Palace Street, Newmarket , Suffolk**

The West Suffolk Council in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990, make the following Order:-

Citation

- 1.** This Order may be cited as Tree Preservation Order TPO/001(2024) for Palace House, Palace Street, Newmarket, Suffolk

Interpretation

- 2.** (1) In this Order "the authority" means the West Suffolk Council
(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

Effect

- 3.** (1) Subject to article 4, this Order takes effect provisionally on 9th January 2024
(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners), and, subject to the exceptions in regulation 14, no person shall -
- (a) cut down, top, lop, uproot, wilfully damage or wilfully destroy; or
(b) cause or permit the cutting down, topping, lopping, wilful damage or wilful destruction of,

any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

4. Application to trees to be planted pursuant to a condition

In relation to any tree identified in the first column of the Schedule by the letter "C", being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 9th day of January 2024

The Common Seal of the West Suffolk Council
was affixed to this Order in the presence of:-

SCHEDULE

SPECIFICATION OF TREES Trees specified individually (encircled in black on the map)

<i>Reference on Map</i>	<i>Description</i>	<i>Situation</i>
Trees specified by reference to an area (within a dotted black line on the map)		
<i>Reference on Map</i>	<i>Description</i>	<i>Situation</i>
Group of Trees (within a broken black line on the map)		
<i>Reference on Map</i>	<i>Description (including number of trees of each species in the group)</i>	<i>Situation</i>
G1	6x Sycamore, 1x Lime, 3x Norway Maple, 1x Ash	
G2	4x Horse Chestnut, 1x Sycamore	
Woodlands (within a continuous black line on the map)		
<i>Reference on Map</i>	<i>Description</i>	<i>Situation</i>



TPO/001(2024)

Scale: 1:750

Printed on 2024-01-05 10:30:35

by dgospel@SEBC_DOMAIN

© Crown Copyright and database rights 2023 OS 100023282.

West Suffolk
Council



West Suffolk House
Western Way
Bury St Edmunds
IP33 3YU
01284 763233
www.westsuffolk.gov.uk

IMPORTANT THIS COMMUNICATION MAY AFFECT YOUR PROPERTY

**Town And Country Planning Act 1990 (as Amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012**

**Tree Preservation Order TPO/001(2024)
Palace House, Palace Street, Newmarket, Suffolk**

THIS IS A FORMAL NOTICE to let you know that on 9th January 2024 the Council made the above Tree Preservation Order.

A copy of the Order is enclosed. In simple terms, it prohibits anyone from cutting down, topping or lopping, wilfully damaging or wilfully destroying any of the trees described in the Schedule and shown on the map without the Council's consent. A certified copy of the Order and the map included in it may be inspected without charge at West Suffolk House, Western Way, Bury St Edmunds, IP33 3YU Between The Hours Of 08.45am And 5.00pm Monday To Friday

The Council have made the Order because:

To prevent removal of high value trees in a conservation area without sufficiently evidenced justification.,

The Order took effect, on a provisional basis, on 9th January 2024. It will continue in force on this basis for a further six months or until the Order is confirmed by the Council, whichever first occurs.

The Council will consider whether the Order should be confirmed, that is to say, whether it should take effect formally. Before this decision is made, the people affected by the Order have a right to make objections or other representations about any of the trees, groups of trees or woodlands covered by the Order.

If you would like to make any objections or other comments, please make sure we receive them in writing by 6th February 2024. Your comments must meet regulation 6 of The Town and Country Planning (Tree Preservation) (England) Regulations 2012, a copy of which is attached. Please send your comments to the Head of Planning and Regulatory Services at the address shown below. All valid objections or representations are carefully considered before a decision on whether to confirm the Order is made. You should bear in mind that any representations submitted may be made available for public inspection.

The Council will write to you again when that decision has been made. In the meantime, if you would like any further information or have any questions about this letter, please contact Daniel Gospel, on 01284 757270, who will be pleased to help you.

Dated: 9th January 2024

Townclerk

Subject: FW: 34 Old Station Rd, Newmarket

From: Highways Licensing <highways.licensing@suffolk.gov.uk>

Sent: 10 January 2024 09:03

To: Councillor Perry <councillorperry@newmarket.gov.uk>

Subject: FW: 34 Old Station Rd, Newmarket

Dear Cllr

Please find below photos showing the hoarding taken back to allow 1.3m footway access.

Kind regards

Chris Miller

Highways Licensing Officer



Blank

Townclerk

Subject: FW: BSIP response to email dated 22/12/2023 from Cllr Alexander Nicoll - by Newmarket Town Council

Importance: High

From: Townclerk

Sent: 12 January 2024 15:05

To: 'Bus Strategy' <bus.strategy@suffolk.gov.uk>

Cc: Councillor Harvey (councillorharvey@newmarket.gov.uk) <councillorharvey@newmarket.gov.uk>; Councillor Perry <councillorperry@newmarket.gov.uk>; Councillor Hulbert <CouncillorHulbert@newmarket.gov.uk>

Subject: BSIP response to email dated 22/12/2023 from Cllr Alexander Nicoll - by Newmarket Town Council

Importance: High

We were pleased to hear at Tuesday 9 Jan Teams meeting that you will be engaging with operators / partners to develop as many of the proposals as possible. Newmarket Town Council wishes to see:

1. A county-wide network of frequent and reliable services between major towns and villages providing hubs which local / rural services can link into. Our application for improved service between Newmarket (population 19k) and Bury St Edmunds (population 41k), via Kentford is such a major route. The current service is only short-term funded so we are concerned that even this could be in jeopardy.
2. Vehicles should be appropriate for passenger numbers on those routes and at appropriate times (so some may be minibuses, some may have peak commuter demand). Our application for an improved Newmarket Town circular service would increase connectivity and opportunities around the town.
3. Extending concessionary fares to community services to encourage users
4. Contracts being awarded on a service basis whereby profitable routes cross-subsidise (presumably with some level of subsidy) other routes, rather than operators cherry-picking routes.

We are unable to provide further detail to support our application as this is not achievable before the deadline.

Regards,

Cathy Whitaker

Clerk to Newmarket Town Council

Cathy Whitaker

From: Bus Strategy <bus.strategy@suffolk.gov.uk>
Sent: 22 December 2023 13:56
To: Bus Strategy
Subject: BSIP+ response

To all bus operators, parish/town/district councils and other bodies who have submitted ideas on how to spend our Bus Service Improvement Plan+ (BSIP+) grant,

Thank you for your submissions for new and improved bus services that could be funded with this money. In total we have received over 60 ideas which between them cover most of Suffolk and exhibit a wide range of possibilities at varying levels of ambition. Despite not having predicted costs for all schemes, the total value of submissions comes in at nearly £7 million for year one. This is double our allocation for the two years of the grant, so obviously we will not be able to fund every idea.

All submissions will be reviewed carefully over the coming weeks and scored against a number of criteria. I am aware that there was discussion at recent meetings of both the Enhanced Partnership Board and the Passenger Group about what these criteria would be. I can confirm some of these for you all now as:

- Number of parishes affected – to gauge how many people could benefit from a change
- Cost of submission
- Potential passenger numbers
- Commitment to promote any new or improved services in your local area
- Whether the idea meets the aims of the core Suffolk BSIP (these can be found at [Suffolkonboard - Bus / Enhanced Partnership / Bus Service Improvement Plan \(BSIP\)](#))
- Whether new links would be created to education or healthcare facilities
- Whether new connections between services would be possible
- What the longer term future would be for any new or improved service once the initial grant funding is exhausted

I appreciate that some of this information has been difficult for parish councils in particular to generate but, as stated in the original invitation for ideas ([Suffolkonboard - News / Bus Service Improvement Plan+: Where should the money be spent?](#)) we need to see evidence for all proposals that their continuation once the initial funding is spent has been considered. Therefore, I ask that you all give further thought to this particular element of your submissions and send your views on the matter to bus.strategy@suffolk.gov.uk. We are also happy to receive any other supporting information for your bids that you may have omitted from the original submission or have developed since then. Such supporting detail must be received by Friday 12th January 2024. The evaluation panel may also be asking further questions of you during this period in order to clarify ideas.

As with the original submission deadlines, I am aware that timescales are particularly tight and apologise for this, but we must be able to demonstrate to the Department for Transport that we are able to commit to spending this grant before 31st March in order to receive the year two payment taking us up to March 2025.

Please be assured that all submissions are helping us to better understand the travel needs and desires of people across Suffolk. We are continually looking for other funding sources to develop and improve routes so all suggestions provide us with useful information to help us and the bus companies via the Enhanced Partnership.

Best wishes,

Councillor Alexander Nicoll
Chair, Suffolk's Enhanced Partnership Board

08/01/2024

Newmarket Town Council 2023-2024

Page 1

10:00

Detailed Income & Expenditure by Budget Heading as at 31/12/2023

Month No: 9

Committee Report Development & Planning M9

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Development & Planning</u>								
209 <u>Neighbourhood Plan</u>								
4089 Costs - Neighbourhood Plan	0	0	5,000	5,000		5,000	0.0%	
Neighbourhood Plan :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(5,000)</u>	<u>(5,000)</u>				
210 <u>D&P Costs</u>								
4094 Costs - Speed Surveys	0	263	500	238		238	52.5%	
D&P Costs :- Indirect Expenditure	<u>0</u>	<u>263</u>	<u>500</u>	<u>238</u>	<u>0</u>	<u>238</u>	<u>52.5%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(263)</u>	<u>(500)</u>	<u>(238)</u>				
Development & Planning :- Income	0	0	0	0			0.0%	
Expenditure	0	263	5,500	5,238	0	5,238	4.8%	
Movement to/(from) Gen Reserve	<u>0</u>	<u>(263)</u>						
Grand Totals:- Income	0	0	0	0			0.0%	
Expenditure	0	263	5,500	5,238	0	5,238	4.8%	
Net Income over Expenditure	<u>0</u>	<u>(263)</u>	<u>(5,500)</u>	<u>(5,238)</u>				
Movement to/(from) Gen Reserve	<u>0</u>	<u>(262)</u>						

Blank