

Membership as from May 2024

Councillor Berry
Councillor Drummond
Councillor Harvey (Vice)
Councillor Hood (Chair)
Councillor Hulbert
Councillor Jarvis
Councillor Jones
Councillor McHugh
Councillor Nobbs
Councillor Perry

Members = 10

Quorum = 3



Newmarket
T O W N C O U N C I L

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 17th June 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 3rd June 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 27/5/24, 3/6/24
8. **Planning applications** – Amended and Deferred Plans
 - a) **DC/24/0393 & /394 – 85-94 High Street** – feedback from site visit 21/5/24
 - b) **DC/24/0309/FUL – Land North of The Severals, Bury Road** – to discuss following applicant representation 3/6/24
 - c) **DCON(G)/13/0408 – Hatchfield Farm, Fordham Road** – feedback from presentation on 3/6/24 – site visit pending 17/6/24
 - d) **DC/24/0717/TCA - 6 Falmouth Gardens** – further details received
9. **Planning Appeals** – to discuss any notified appeals and receive any appeal updates or results
 - a) **AP/24/0019/STAND Garage at Nowell Lodge, Fordham Road** – appeal in progress
 - b) **AP/24/0008/STAND Chels, 51A Bury Road** – appeal in progress
10. **Planning applications** – East Cambs
11. **Planning decisions and plans withdrawn** – West Suffolk Council-week 27/5/24, 3/6/24
12. **Chancerygate** – to receive feedback from the site visit on 6/6/24
13. **Delegation Panel decisions** - To discuss any decisions by Delegation Panel
 - a) Plot 1, Police Station, Vicarage Road
14. **Licensing** – To discuss any Licensing applications
 - a) Lounge, High Street, Newmarket – awaiting decision
15. **Enforcement** – to discuss any enforcement issues
16. **AirBnBs** – to receive any further update / information

17. Correspondence

18. Date of next meeting – 1st July 2024

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 11th June 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	
Greater weight is attached to issues raised which are supported by evidence rather than solely by assertion.	
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?

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Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 3rd June 2024 at 6.15pm

Attendance:

Councillor R Hood (Chair)
Councillor J Berry
Councillor A Drummond
Councillor J Harvey
Councillor P Hulbert

Councillor J Jarvis
Councillor J McHugh
Councillor R Nobbs
Councillor S Perry

Also Present: C Whitaker – Town Clerk, J Ashton – Minute Assistant, Cllr Winter as an observer, 2 Representatives from Vistry Group, R Achner – Jockey Club and 1 Member of the Press.

Minute		Action by
D/24/06/1	<u>Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chairman welcomed everyone, opened the meeting, and read out the Fire Notice and announced that proceedings were being recorded by the Minute Assistant and asked if anyone intended to record the meeting.	
D/24/06/2	<u>Apologies</u> Apologies were received from Cllr Jones.	
D/24/06/3	<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> Cllr Hood declared “an other” interest in item 8. There were no requests for dispensation.	
D/24/06/4	<u>To Confirm the Minutes of the Meeting Held on 20th May 2024 and any Matters Arising</u> The Chairman presented the minutes of the Development & Planning Committee held on 20th May 2024 and the following was agreed: <u>D/24/06/4.01 Resolved</u> <u>That the minutes of the Development & Planning Committee held on 20th May 2024 be adopted and were signed as a true record by the Chairman of the Development & Planning Committee.</u> Matters arising: <u>Page 2 – D/24/05/23.01 Matters arising</u> - Cllr Perry reported that WSC Parking had agreed for Lida Vets to use 8 parking spaces instead of 12 and they will be used for 27 weeks rather than 30 weeks. Compensation will be payable for the lack of parking revenue and a survey had been taken showing 58 spaces out of 66 were being used at peak times.	

D/24/06/5 Public Open Session

R Achner reported that they had been looking at options for new fencing across the estate and the preferred product was chosen as white is easier for horses to see. It is curved and has flex in it making it safer around children. The product is made from recycled material and is guaranteed for 15 years. The Jockey Club will also be able to fix any damage that occurs.

Cllr Winter joined the meeting.

The Chair gave thanks for the additional information and R Achner left the meeting.

D/24/06/6 Presentation – Hatchfield Development

A presentation on the Hatchfield development reserved matters was given by representatives from the Vistry Group who are seeking to build 400 new homes under the outline planning permission. There will be a mix of family homes, apartments and bungalows. The consultation ends 14th June and construction will start at the end of the year.

The Chair requested a site visit to walk through the site and the following was agreed:

D/24/06/6.01 Resolved

That a site visit be arranged to walk through the plans for the Hatchfield Development.

They were asked if there were any similar builds nearby that could be looked at and they will investigate the options.

Further questions were asked relating to environmental issues, accessibility, refuse collection and public transport links.

The Chair gave thanks for the presentation and will look forward to the site visit.
The Vistry Group representatives left the meeting.

Cllrs Hood and Drummond gave their apologies and left the meeting. Cllr Harvey took the chair.

D/24/06/7 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 14 – Trees and Policy 1 – Conservation Area.

D/24/06/8 Planning Applications

Week Commencing 13/05/2024 & 20/05/2024.

D/24/06/8/1 DC/24/0615/CLP - Application for lawful development certificate for proposed use or development - a. Replacement of single-glazed sashes with timber double glazed sashes to same dimensions, retaining existing sash boxes; b. Installation of in-roof solar PV panels to the rear roof slopes; c. Demolition of the brick link passage to the garage, and refurbishment of door and overlight, new steps; d. Demolition of the woodshed and replacement with a new studio office with flat green roof; e. Reinstatement of blocked-up first floor window on NW elevation - Boyarin Lodge 30

Bury Road Newmarket.

D/24/06/8.01 Resolved

The Committee voiced no objection subject to consideration of relocation of the air source heat pump for aesthetic reasons. The Committee were pleased to note that the replacement windows comply with Conservation Policy.

D/24/06/8/2 DC/24/0719/TCA – Trees in a conservation area notification – two Sycamore (area marked in red) ell: group of Shrubs (area marked in red) crown reduction in height by two metres – 15 Highfield House Bury Road Newmarket Suffolk.

D/24/06/8.02 Resolved

The Committee actively encourages responsible tree management and object to the felling of healthy 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 height of the trees is interfering with the signal the Committee requested that height reduction be considered. The Committee voiced no objection to the crown reduction of the shrubs.

D/24/06/8/3 DC/24/0717/TCA – Trees in a conservation area notification- one Yew (Blue on plan) and one Sycamore (yellow on plan) fell – 6 Falmouth Gardens Newmarket Suffolk.

D/24/06/8.03 Resolved

The Committee deferred this application due to no information being supplied.

D/24/06/8/4 DC/24/0685/HH – Householder planning application – widening of existing dropped kerb, new boundary wall and railings – 1 Hamilton Road Newmarket Suffolk.

D/24/06/8.04 Resolved

The Committee voiced no objections.

D/24/06/9 Amended and Deferred
None noted.

D/24/06/10 Planning Appeals

D/24/06/10/1 AP/24/0019/STAND Garage at Nowell Lodge, Fordham Road – written representation appeal.

D/24/06/10/1 AP/0052/LDC – Landwade Park – it was noted that the appeal was successful and planning permission was granted.

D/24/06/10/2 AP/0008/STAND – Chels 51A Bury Road – it was noted that the appeal started on 1st March 2024 and is ongoing.

D/24/06/11 East Cambs Planning Applications
The East Cambs Weekly Lists were noted.

D/24/06/12 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during week commencing 13/05/2024 & 20/05/2024.

Applications	Description	Address	WS Decision	NTC Decision
DC/24 24/0372/HH	Householder planning application- Construction of porch (following removal of existing porch/canopy)	47 Lester Piggott Way Newmarket Suffolk	Approved	No objection
DC/24/0293/HH	Householder planning application- Single storey side extension with double garage (following demolition of existing and single garage.)	Belvedere Falmouth Avenue Newmarket Suffolk	Approved	No objection
DCON(G)/17/1881	Application to discharge conditions 16 (soft landscaping- Implementation and management) and 29 (operational waste management strategy) of application DC/17/1881/FUL	The Silks, 69 Exning Road, Newmarket, Suffolk	Approved	No comment invited
DC/23/1680/HH	Non-material amendment to DC/23/1680/HH- a.window and door frame colour changed from grey to black b.front windows glazing bar configuration amended.	Barkway House, 18 Bury Road, Newmarket, Suffolk	Approved	No objection
DCON(A)/23/2027	Application to discharge conditions 3 (arboricultural method statement) and 4 (tree protection) of application DC/23/2027/HH	28 Rowley Drive, Newmarket, Suffolk	Approved	No comment invited
DC/24/0453/HH	Householder planning application-single storey detached garden studio 460	Aureole Walk, Newmarket, Suffolk	Approved	No objection
DC/34/0452/HH	Householder planning application- single storey rear extension and roof raise of existing rear extension 59	Exning Road, Newmarket, Suffolk	Approved	No response received
DC/24/0054/FUL	Planning application- change of use of first floor (Class E) to one dwelling (class C3) and associated alterations	13B Wellington Street, Newmarket, Suffolk	Approved	No objection
DC/24/0023/ADV	Application for advertisement consent- a.non-illuminated hanging sign b. existing fascia to be painted c.replacement illuminated ATM sign c.replacement door vinyl	49-51 High Street, Newmarket, Suffolk	Approved	No objection
DC/23/2090/FUL	Planning application- a.alterations to existing ground floor shop front and internal alterations to create new entrance b. change of use of first floor from retail (class E) to one dwelling (class C3)	34 Station Road, Newmarket, Suffolk	Approved	No objection
DC/23/0580/FUL	Planning application- conversion of garage to dwelling	Land Rear Of Eastcote, 45 Bury Road, Newmarket, Suffolk	Approved	No objections

D/24/06/13 Delegation Panel Decisions

None noted.

D/24/06/14 Licensing

D/24/06/14/01 128 High Street – the hearing was held at the Mildenhall Hub on 15th May 2024 and Cllr Perry reported that the link to the license that was granted had been circulated.

D/24/06/14/02 Lounge, High Street, Newmarket – in progress.

D/24/06/15 Enforcement

None noted.

D/24/06/16 AirBnBs

No further information.

D/24/06/17 Correspondence

Development of the former premises near the St Laureate School in Exning Road – it was noted that an onsite meeting will be held on Wednesday 5th June 2024 at 2:30pm.

WSC Development Control meeting on 10th June at 10:00am to decide on the former St Felix site meeting was noted.

D/24/06/18 Date of Next Meeting

Monday 17th June 2024 at the Memorial Hall.

Meeting closed at 7:30pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/24/06/6.01 Resolved</u>	That a site visit be arranged to walk through the plans for the Hatchfield Development.
<u>D/23/06/8.01 Resolved</u>	The Committee voiced no objection subject to consideration of relocation of the air source heat pump for aesthetic reasons. The Committee were pleased to note that the replacement windows comply with Conservation Policy.
<u>D/24/06/8.02 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of healthy 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 height of the trees is interfering with the signal the Committee requested that height reduction be considered. The Committee voiced no objection to the crown reduction of the shrubs.
<u>D/24/06/8.03 Resolved</u>	The Committee deferred this application due to no information being supplied.
<u>D/24/06/8.04 Resolved</u>	The Committee voiced no objections.

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Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Weeks commencing 27 th May & 3 rd June				
Application	Constraints	Case Officer	Applicant name	Consultation expiry date
<u>DC/24/0674/HH</u> Householder planning application - single storey rear garden room 36 Persimmon Walk Newmarket Suffolk CB8 7BJ		Savannah Cobbold	Mr Wasim Abbas	Mon 24 Jun 2024
<u>DC/24/0661/HH</u> Householder planning application- Detached double garage with loft room above. 10 Duchess Drive Newmarket Suffolk CB88AQ		Adam Yancy	Adam Yancy	Fri 21 Jun 2024
<u>DC/24/0654/LB</u> Application for listed building consent- a.installation of signage replacement lighting to rear elevation c.re-decoration of doors to front and rear elevations, windows to front elevation, joinery, fanlight and column bases 58 - 60 High Street Newmarket Suffolk CB8 8LB	Conservation area Grade 2 listed building	Savannah Cobbold	Mr Jon Birtles	Wed 19 Jun 2024
<u>DC/24/0653/ADV</u> Application for advertisement consent- a.two externally illuminated fascia signs b. one externally illuminated menu board sign d.three non-illuminated fascia signs 58 - 60 High Street Newmarket Suffolk CB8 8LB	Grade two listed building Conservation area	Savannah Cobbold	Mr Jon Birtles	Wed 19 Jun 2024
<u>DC/24/0699/P3CPA</u> Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015- Change of use from betting shop (sui generis) to	Conservation area	Gregory McGarr	Mr Gokul Swami	Thu 27 Jun 2024

Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

café/restaurant (class E commercial business service) 107 High Street Newmarket Suffolk CB8 8JH				
<u>DC/24/0681/HH</u> Householder planning application-a.two storey front extension (following demolition of existing front extension) b.raising height of existing roof to create additional storey c. insertion of two windows to side elevation 10 Birdcage Walk Newmarket CB8 0NE		Gregory McGarr	Mr & Mrs McCullough	Tue 25 Jun 2024
<u>DC/24/0778/TCA</u> Trees in conservation area notification- One Yew (T1 on plan) and one Confier (T2 on plan)- fell The Kremlin Bungalow, 1A Bury Road, Newmarket, Suffolk, CB8 7BX	Conservation area	Daniel Gospel	Mr Francesca Salice	Mon 01 Jul 2024
<u>DC/24/0725/TPO</u> TPO 032 (1960), TPO 005 (2022) Tree preservation order-one Beech (T22 and plan, A1 on order) raise canopy to four metres from ground level and crown thinning by 15% 4 Paget Place, Newmarket, Suffolk CB8 7DR	Tree preservation order	Gregory McGarr	Mr Adrian McDonald	Tue 02 Jul 2024
<u>DC/24/0720/OUT</u> Outline planning application (means of access to be considered)- a. Construction of general industrial/storage and distribution/commercial use buildings (use class B2/B8 and E(G) B.Highway and access works c.car parking d.landscaping and associated works.		Charlotte Waugh	Mr Harry Payne	Wed 03 Jul 2024

Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Hatchfield Farm, Fordham Road, Newmarket, Suffolk, CB8 7XL				
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Planning Services

West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU
www.westsuffolk.gov.uk/planning
Email: customer.services@westsuffolk.gov.uk
Telephone: 01284 763233



Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) and/or
Notification of Proposed Works to Trees in a Conservation Area

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Tree Location

Please provide the address of the site where the tree(s) stands (full address if possible)

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
564513	264877

If the location is unclear or there is not a full postal address, describe as clearly as possible where it is

(for example, 'Land to rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road')

Applicant Details

Name/Company

Title

Mr

First name

Surname

Cawston

Company Name

Address

Address line 1

6 Falmouth Gardens

Address line 2

Address line 3

Town/City

Newmarket

County

Suffolk

Country

Postcode

CB8 7DL

Are you an agent acting on behalf of the applicant?

- ☒ Yes
- ☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

What Are You Applying For?

Based on the type of work proposed and the location and protected status of the trees involved, there are various details and supporting information that will need to be supplied in order for the Local Planning Authority to determine the application.

Are you seeking consent for works to tree(s) subject to a Tree Preservation Order?

☐ Yes

☒ No

Are you wishing to carry out works to tree(s) in a conservation area?

☒ Yes

☐ No

Documents and plans (for any tree)

A sketch plan clearly showing the position of trees listed in the question 'Identification of Tree(s) and Description of Works' MUST be provided when applying for works to trees covered by a Tree Preservation Order.

A sketch plan is also advised when notifying the LPA of works to trees in a conservation area ([see guidance notes](#)).

It would also be helpful if you provided details of any advice given on site by an LPA officer.

Are you providing additional information in support of your application (e.g. an additional schedule of work for the question 'Identification of Tree(s) and Description of Works')?

☐ Yes

☒ No

Identification of Tree(s) and Description of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out

T1 - Yew - Blue on map - Fell - Poor specimen
T2 - Sycamore - Yellow on map - Fell - Too large for garden/surroundings

You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work.

Where trees are protected by a Tree Preservation Order, please number them as shown in the First Schedule to the Tree Preservation Order where this is available. You should use the same numbering on your sketch plan (see below for sketch plan requirements).

Please provide the following information:

- Tree species

- The number used on the sketch plan; and
- A description of the proposed works.

Where trees are protected by a Tree Preservation Order you must also provide:

- Reasons for the work; and where trees are being felled
- Proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

e.g. Oak (T3) – Whole crown reduction to 12m above ground level, to provide sufficient clearance to property.

Sketch plan requirements

Your plan needs to show the precise location of the tree(s) in relation to nearby property/roads/boundaries. It should, therefore:

- indicate the main features of the site where the tree(s) stand and its surroundings; in particular, you should:
 - mark and name surrounding roads
 - sketch in buildings, including adjoining properties
 - add house numbers or names
- mark the position of the tree(s) to which you want to carry out work and identify them by the number shown in the Tree Preservation Order where possible; if you use a different number, please make sure that this can be matched with your description of the tree(s)
- if there are many trees on the site, make clear which tree(s) are included in this application by:
 - marking all trees on the plan, but only numbering those to which you want to carry out work
 - showing the approximate distance between the application tree(s) and buildings
 - adding other relevant features on the site (e.g. greenhouse, paths)

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and provide details of how the tree(s) are marked on site (e.g. high visibility tape, tree tags, paint, etc); trees must not be marked by scarring or cutting into the bark.

Tree Ownership

Is the applicant the owner of the tree(s)?

- ☒ Yes
☐ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
 (b) an elected member
 (c) related to a member of staff
 (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Declaration

I/We hereby apply for Tree works: Trees in conservation areas/subject to TPOs as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Jane Parry

Date

24/05/2024

6 Falmouth Gardens, Newmarket



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EAST CAMBRIDGESHIRE DISTRICT COUNCIL

WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 31st May 2024

Reference: 24/00524/FUL

Officer: Rachael Forbes

Date application valid: 22nd May 2024

Parish: Burwell

Location: The Church 70A North Street Burwell Cambridgeshire CB25 0BB

Proposal: Change of use of former church to single private dwelling house, and insertion of six conservation type roof lights, and associated external works

Applicant:

Phoenix Property Development Group Ltd
FAO Mr Damien Gray
7 Bridge Street
Newport
NP20 4AL

Agent:

Ensen Design
FAO Mr Paul Emmerson
52 Minster Road
Royston
SG8 5EW

Grid Reference: 558798 267903

Reference: 24/00473/FUL

Officer: Jasmine Moffat

Date application valid: 20th May 2024

Parish: Fordham

Location: Riverside 12 Mill Lane Fordham Ely Cambridgeshire

Proposal: Alterations to an existing single storey outbuilding

Applicant:

Mr R Stevens
C/o Agent

Agent:

MWS Architectural Ltd
FAO Mr Mark Shirley
89 St Johns Road
Ely
Cambridgeshire
CB6 3BW

Grid Reference: 563053 270723

Reference: 24/00313/FUL

Officer: Gemma Driver

Location: 23 Hall Street Soham Cambridgeshire CB7 5BN

Date application valid: 24th May 2024

Parish: Soham

Proposal: Rebuild office building, chapel of rest & mortuary building. Relocation of workshop, new garage with living accommodation above, conversion of barn/workshop into service chapel and associated walled garden. Relocation of vehicle access. Timber cabin to house Soham Museum

Applicant:

Daniel Robinson & Sons
FAO Mr G Neil
79/81 South Street
Bishop's Stortford
CM23 3AL

Agent:

Suffolk Building Design Ltd
FAO Mr Andrew Brinkley
11 East Street
Sudbury
CO10 2TP

Grid Reference: 559225 273806

Reference: 24/00451/FUL

Officer: Lisa Moden

Location: 15 Bancroft Lane Soham Ely Cambridgeshire CB7 5DG

Date application valid: 23rd May 2024

Parish: Soham

Proposal: Two storey side extension and single storey front and rear extensions

Applicant:

Mr & Mrs P Bowman
C/O Agent

Agent:

Greg Saberton Design
FAO Mr Saberton
Toms Hole Barn
Branch Bank
Prickwillow
Ely
Cambridgeshire
CB7 4UR

Grid Reference: 559277 274446

Reference: 24/00521/OUT

Officer: Gemma Driver

Location: 6 Ditton Green Woodditton Cambridgeshire CB8 9SQ

Date application valid: 21st May 2024

Parish: Woodditton

Proposal: Seven new dwellings of mixed scale as well as associated landscaping works and the demolition of the existing dwelling

Applicant:

Mr & Mrs Woodward
C/O Agent

Agent:

Perpetua In Perpetuum Ltd
PiP Architecture
4 Belmont Place
Cambridge
CB1 1AR

Grid Reference: 566052 258322

Decision List

Weeks commencing 27 th May & 3 rd June	NTC Comments
DC/24/0501/FUL Planning application- a.installation of ventilation system to rear elevation b.replacement door to rear elevation 58-60 High Street Newmarket Suffolk CB8 8LB Decided Approve application	The Committee requested formal approval of the Conservation Officer and LB Officer and in the absence of which, the Committee strongly object. Clarification of receipt of these details was requested.
DC/24/0502/LB Application for listed building consent- a.internal changes to accommodate bar/restaurant b.installation of internal and external ventilation equipment 58-60 High Street Newmarket Suffolk CB8 8LB Decided Application approved	The Committee requested formal approval of the Conservation Office and LB Officer and in the absence of which, the Committee strongly object. Clarification of receipt of these details was requested.
DC/24/0485/HH Householder planning application- insertion of one window to ground floor front elevation b.two storey side extension (following demolition of existing garage) c.single storey rear extension 61 Edinburgh Road Newmarket Suffolk CB8 0QD Decided Application approved	The Committee voiced no objection subject to the Planning Officer's approval regarding the closeness of the extension to the neighbouring property.
DC/24/0461/HH Householder planning application-single storey rear extension(following demolition of existing conservatory) 46 Drinkwater Close Newmarket Suffolk CB8 0QW Decided Application approved	The Committee voiced no objections.
DC/24/0427/TPO tpo 03 (1990) Tree preservation order- one Beech Tree (T1 on the plan) lateral crown reduction of secondary and tertiary branches by three metres to West elevation 22 Rochfort Avenue, Newmarket, Suffolk, CB8 0DL Decided Approve application	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.

Decision List

DC/24/0605/TPO TPO 001 (2024) Tree preservation order- one Horse chestnut (001 on plan, within G2 on order) one Ash (T0015 on plan, within G1 on order) fell Palace House Stables, Place Street, Newmarket, Suffolk, CB8 8EP Decided Approve application	The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee does not object to this application subject to Tree Officer's approval and supports the Arboriculture report recommendation that a suitable replacement for the Ash tree is planted.
DC/24/0532/FUL Planning application- a.change of use from storage and distribution (class B8) to general industrial (class B2) with internal alterations b.enlarged roller door and c.change two windows to one window on front elevation d.fire escape door to front elevation Unit 12A Studlands Park Industrial Estate, Studlands Park Avenue, Newmarket, Suffolk, CB8 7AU	No NTC comment recorded
DC/24/0519/HH Householder planning application- Installation of porch to front elevation 2 Bahram Close, Newmarket, Suffolk, CB8 0PZ Decided Approve application	The Committee voiced no objection.
DC/24/0345/P3CMA Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015- change of use from class E (commercial, business and service) to class C3 (dwellinghouse) to form one dwelling 1 Rous Road, Newmarket, Suffolk, CB8 8DH Decided Approve application	The Committee voiced no objection, subject to the provision of the appropriate plans for bin storage being received.
Dc/23/1674/VAR Planning application- variation of condition 1 of DC/22/2027/VAR to allow for us of amended plans for change of use from offices to five self-contained flats including internal alterations and insertion of new doors and windows with landscaping 34 Fitzroy Street, Newmarket, Suffolk, CB8 0WH Decided Approve application	The Committee voiced no objection.

To: **Recipients of Delegation Panel papers**

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

5 June 2024

Dear all

Delegation Panel - Tuesday 4 June 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

Julie Baird

Director – Planning & Growth

Delegation Panel list

Date: Tuesday 4 June 2024

Time: 1.00pm

Location: Via MS Teams

Attended by: Councillors Andrew Smith, Jon London, Phil Wittam
Officers: Dave Beighton, Gary Hancox, Tamara Benford-Brown,
Amy Murray, Ed Fosker, 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.

2.		
	Proposal:	Planning Application - Variation of conditions 2 (approved plans) and 3 (parking of vehicles and cycles) 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