

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
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 16th September 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:

- film, photograph or make an audio recording of the meeting;
- use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- 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**
 - Councillors are invited to raise any declarations of interest concerning items on the agenda
 - To consider any requests for dispensation
- 4. Minutes of previous meeting held 2nd September 2024**
 - To consider and adopt the minutes, as a true record of the proceedings
 - 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 26/8/24, 2/9/24
- 8. Planning applications** – Amended and Deferred Plans
 - DC/24/0622/RM** – Hatchfield Farm Reserved Matters application – receive further correspondence
 - DC/24/0654/LB and DC/24/0653/ADV** – to consider correspondence from planning officer
- 9. Planning Appeals** – to discuss any notified appeals and receive any appeal updates or results
 - AP/24/0019/STAND Garage at Nowell Lodge, Fordham Road** – appeal in progress
 - 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 26/8/24, 2/9/24
- 12. Delegation Panel decisions** - To discuss any decisions by Delegation Panel
- 13. Licensing**
 - To discuss any Licensing applications, including pavement licence applications
 - Pavement Licence: Greggs, Newmarket High Street
- 14. Enforcement** – to discuss any enforcement issues
- 15. Litter** – to receive a report from the Litter Working Group
- 16. Correspondence**
- 17. Date of next meeting – 7th October 2024**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 10th September 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?



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 2nd September 2024 at 6.15pm

Attendance:

Councillor J Harvey (Chair)
Councillor J Berry
Councillor A Drummond
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 and 1 Member of the Press.

Minute		Action by
D/24/09/1	<u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair 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/24/09/2	<u>Apologies</u> Apologies were received from Cllr Hood. Cllr Jones was absent.	
D/24/09/3	<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/24/09/4	<u>To Confirm the Minutes of the Meeting Held on 19th August 2024 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 19th August 2024 and the following was agreed: <u>D/24/09/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 19th August 2024 be adopted and were signed as a true record by the Chair of the Development & Planning Committee. Matters arising.: Page – 5 D/24/08/35 - A draft response to the WSC Gambling Act 2005 Statement of Policy Consultation was presented and the following was agreed: <i>Cllr Perry joined the meeting.</i> <u>D/24/09/4.02 Resolved</u> That the draft response to the WSC Gambling Act 2005 Statement of Policy Consultation be approved and submitted.	

Thanks were given to Cllr Perry for formulating the response.

D/24/09/5 Public Open Session

No members of the public wished to speak.

D/24/09/6 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

Policy 14 – Trees and Policy 1 – Conservation Area Policy.

D/24/09/7 Planning Applications

Week Commencing 12/08/2024 & 19/08/2024.

D/24/09/7/1 DC/24/1197/TCA - Trees in a conservation area notification-Row of Conifers (G1 on plan)-reduce height by five metres above general ground level - Flint Cottage Stables, Rayes Lane, Newmarket, Suffolk.

D/24/09/7.01 Resolved

The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.

D/24/09/7/2 DC/24/1186/P3CMA - Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015- change of use from commercial, business and services (class E) to three dwellings (Class C3) - 190 High Street, Newmarket, Suffolk.

D/24/09/7.02 Resolved

The Committee objected to the lack of parking provision and the standard wording for parking issues will be submitted. To seek clarification of the additional window on the side elevation and the materials to be used in a Conservation Area.

D/24/09/7/3 DC/24/1029/ADV - Application for advertisement consent - three internally illuminated fascia signs - Newmarket Harley Davidson, Oaks Drive, Newmarket, Suffolk.

D/24/09/7.03 Resolved

The Committee voiced no objection.

D/24/09/7/4 DC/24/0945/FUL - Change of Use application from betting shop and office (sui generis) to restaurant (class E commercial, business and service) - 107 High Street, Newmarket.

D/24/09/7.04 Resolved

The Committee objected and supported the officer comments regarding concerns about the extractor, venting and the illuminated logo on the front of the property.

D/24/09/7/5 DC/24/1096/HH - Householder planning application-a. new access b. alterations to hardstanding and landscaping - Boyarin Lodge, 30 Bury Road, Newmarket, Suffolk.

D/24/09/7.05 Resolved

The Committee voiced no objection.

D/24/09/8 Amended and Deferred Plans

D/24/09/8/1 Hatchfield Farm DC/24/0622/RM – re-consultation on minor changes including parking layout, visitor spaces, apartment designs.

D24/09/8.01 Resolved

Thanks were expressed for the consideration of the Council's response. However, the Committee maintained their previously stated concerns and requested a specific response to each of the points raised individually in the submission.

D/24/09/8/2 Lanwades Animal Health Trust site DC/24/1202/EIASCRC – consultation for an EIA screening opinion. The Following was agreed:

D24/09/8.02 Resolved

The Committee reiterated their previous objection and would support WSC in any appeal or objection.

D/24/09/8/3 Queensbury Lodge DC/24/0917/FUL and DC/24/0918/LB – feedback regarding the site visit on 30/9/24 was given and the following was agreed:

D/24/09/8.03

The Committee supported the renovation of the historical stables which will greatly improve the landscape in the area.

D/24/09/8/4 D/23/1182/FUL – Re-Consultation of Planning application – a. Installation of compressor units to rear external wall - 128 High Street.

D/24/09/8.04

The Committee supported the measures proposed to be put in place, but requested a period of 24/7 ongoing monitoring regarding noise levels after completion of installation to ensure that the amended works achieve the desired effect, which is to mitigate those noise levels for adjacent residents. Until such a time, the Committee maintained its objection.

D/24/09/9 Planning Appeals

D/24/09/9/1 AP/24/0019/STAND Garage at Nowell Lodge, Fordham Road – appeal in progress.

D/24/09/9/2 AP/0008/STAND – Chels 51A Bury Road – it was noted that the appeal started on 1st March 2024 and is ongoing.

D/24/09/10 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

D/24/09/11 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

West Suffolk Planning Determinations received during week commencing
12/08/2024 & 19/08/2024.

Applications	Description	Address	WS Decision	NTC Decision
DC/24/0760/HH	Householder planning application-a. front porch b. single storey side and rear extension (following demolition of existing conservatory and outhouse)	52 Edinburgh Road, Newmarket, Suffolk	Approved	No objection
DC/24/0950/TCA	Trees in a conservation area notification- a. one Cedar (1 on plan) cut back branches overhanging flat roof of the garage by up to 2.5 metres b. one Cedar 92 on plan) remove the failed, rested, broken and hanging branches and reduce branches with unusually sparse growth to points where denser foliage exists, especially towards house and over footpath and road by up to six metres	2 Falmouth Gardens, Newmarket, Suffolk	Approved	No objection
DC/24/0933/TCA	Trees in a conservation area notification- five Lime 9G1) pollard to six meters above ground level	5 Mill Reef, Newmarket, Suffolk	Approved	No objection
DC/24/0903/TPO	TPO/2015/01- Tree preservation order- one Horse Chestnut (OPH5 on plan, T1 on order) crown lift to 3 metres; one Horse Chestnut (OPJK on plan, T2 on order) crown lift to 2.5 metres	The Guineas Car Park, The Rookery, Newmarket, Suffolk	Approved	No objection
DC/24/0784/HH	Householder planning application- a. new timber portico porch (following removal of existing timber/glass porch) b. rationale external pipework c. four dormers in existing former hayloft roof d. new flat roof infill in junction of main house e. single storey rear extension f. removal link element between house and garage, reopening the passage and reinstating the external door and overlight with new steps g. reopen blocked up first floor window on NW elevation h. arbour structure with lead roof i. new air source heat pump	Boyarin Lodge, 30 Bury Road, Newmarket, Suffolk	Approved	No objection
DC/24/0684/HH	Householder planning application- a. addition of windows to side elevations d. render to all elevations	1 Stanley Stud Cottages, Snailwell, Newmarket, Suffolk	Approved	No objection
DC/24/0674/HH	Householder planning application- single storey rear garden room	36 Persimmon Walk, Newmarket, Suffolk	Approved	No objection

D/24/09/12 Delegation Panel Decisions

None noted.

D/24/09/13 Licensing

None noted.

D/24/09/14 Enforcement

No further information received.

D/24/09/15 Correspondence

None noted.

D/24/09/16 Date of Next Meeting

Monday 16th September 2024 at the Memorial Hall.

Meeting closed at 6:57pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/24/09/4.02 Resolved</u>	That the draft response to the WSC Gambling Act 2005 Statement of Policy Consultation be approved and submitted.
<u>D/24/09/7.01 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.
<u>D/24/09/7.02 Resolved</u>	The Committee objected to the lack of parking provision and the standard wording for parking issues will be submitted. To seek clarification of the additional window on the side elevation and the materials to be used in a Conservation Area.
<u>D/24/09/7.03 Resolved</u>	The Committee voiced no objection.
<u>D/24/09/7.04 Resolved</u>	The Committee objected and supported the officer comments regarding concerns about the extractor, venting and the illuminated logo on the front of the property.
<u>D/24/09/7.05 Resolved</u>	The Committee voiced no objection.
<u>D/24/09/8.01 Resolved</u>	Thanks were expressed for the consideration of the Council's response. However, the Committee maintained their previously stated concerns and requested a specific response to each of the points raised individually in the submission.
<u>D/24/09/8.02 Resolved</u>	The Committee reiterated their previous objection and would support WSC in any appeal or objection.
<u>D/24/09/8.03 Resolved</u>	The Committee supported the renovation of the historical stables which will greatly improve the landscape in the area.
<u>D/24/09/8.04 Resolved</u>	The Committee supported the measures proposed to be put in place, but requested a period of 24/7 ongoing monitoring regarding noise levels after completion of installation to ensure that the amended works achieve the desired effect, which is to mitigate those noise levels for adjacent residents. Until such a time, the Committee maintained its objection.

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Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Weeks commencing 26 th August & 2 nd September				
Application	Constraints	Case Officer	Applicant name	Consultation expiry date
<u>DC/24/1293/TCA</u> Trees in a conservation area notification-two Sycamore (red on plan) fell 52A Bury Road, Newmarket, Suffolk, CB8 7BT	Conservation area	Daniel Gospel	Mr Mark Birch	Tues 24 th Sep
<u>DC/24/1289/TCA</u> Trees in a conservation area notification-one Bay (on plan) fell 6 Oakfield Place, Old Station Road, Newmarket, Suffolk, CB8 8GA	Conservation area	Daniel Gospel	Nr Iain Rankin	Thurs 26 th Sep
<u>NMA(A)/23/2027</u> Non material amendment to DC/23/2027/HH-alteration to finish of extension and main house from brickwork to render 28 Rowley Drive, Newmarket, Suffolk, CB8 0NH		Connor Vince	Mrs Amy Hall	N/A
<u>DC/24/1192/P3CMA</u> Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015-change of use from commercial, business and services (class E) to thirteen dwellings (class C3)	Conservation area	Ed Fosker	Mr Naveed Ahmed	Thurs 26 th Sep

Item 7

Development and Planning Committee
Planning Applications – West Suffolk Council

136-142 Development Site, High Street, Newmarket, Suffolk, CB8 8JP				
<u>DC/24/1144/FUL</u> Planning application- Raising of roof to create additional storey for two dwellings Arlington Court, Church Lane, Newmarket, Suffolk, CB8 0HN	Conservation area	Ed Fosker	Mr Tom Lehane	Mon 30 th Sep

Fw: DC/24/0622/RM - Hatchfield Farm

Townclerk <Townclerk@newmarket.gov.uk>

Thu 2024-09-05 12:05

To: Councillor Berry <CouncillorBerry@newmarket.gov.uk>; Councillor Drummond <councillordrummond@newmarket.gov.uk>; Councillor Harvey <CouncillorHarvey@newmarket.gov.uk>; Councillor Hood <CouncillorHood@newmarket.gov.uk>; Councillor Hulbert <CouncillorHulbert@newmarket.gov.uk>; Councillor Jarvis <CouncillorJarvis@newmarket.gov.uk>; Councillor Jones <CouncillorJones@newmarket.gov.uk>; Councillor McHugh <CouncillorMcHugh@newmarket.gov.uk>; Councillor Nobbs <CouncillorNobbs@newmarket.gov.uk>; Councillor Perry <councillorperry@newmarket.gov.uk>; Townclerk <Townclerk@newmarket.gov.uk>

 1 attachments (441 KB)

Savills covering letter.pdf;

Committee, please see the attached document regarding the Reserved Matters for Hatchfield Farm.

Cathy

From: Waugh, Charlotte <charlotte.waugh@westsuffolk.gov.uk>

Sent: Thursday, September 5, 2024 09:22

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

Subject: RE: DC/24/0622/RM - Hatchfield Farm

Morning Cathy,

Thanks for your email. I would just draw your attention to the covering letter accompanying the amended plans submission which contained specific responses to each of the Town Councils concerns. I emailed this to you previously and have attached again for your information.

Nonetheless, the Town Council can choose to retain their objection and on that basis the application will be referred to the Development Control Committee.

Many thanks

Charlotte Waugh
Principal Planning Officer
Planning Development
Direct Dial: [+44 1284 757349](tel:+441284757349)
Email: charlotte.waugh@westsuffolk.gov.uk
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West Suffolk Council
#TeamWestSuffolk

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

Sent: Tuesday, September 3, 2024 3:45 PM

To: Waugh, Charlotte <charlotte.waugh@westsuffolk.gov.uk>
Subject: Re: DC/24/0622/RM - Hatchfield Farm

Hi Charlotte, We are just putting the planning responses in this afternoon. The Hatchfield response is as follows:-

D24/09/8.01 Resolved

Thanks were expressed for the consideration of the Council's response. However, the Committee maintained their previously stated concerns and requested a specific response to each of the points raised individually in the submission.

Cathy

From: Waugh, Charlotte <charlotte.waugh@westsuffolk.gov.uk>
Sent: Tuesday, September 3, 2024 14:51
To: Townclerk <Townclerk@newmarket.gov.uk>
Subject: DC/24/0622/RM - Hatchfield Farm

Hi Cathy,

I hope you're well.

Please could you confirm if the Town Council discussed the above application last night and if what the recommendation was.

Many thanks

Charlotte Waugh
Principal Planning Officer
Planning Development
Direct Dial: [+44 1284 757349](tel:+441284757349)
Email: charlotte.waugh@westsuffolk.gov.uk
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West Suffolk Council
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2nd August 2024
669525/A3/JD/LV/EM



Charlotte Waugh
Planning Department
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By email to: charlotte.waugh@westsuffolk.gov.uk

Submitted via Planning Portal and Email

Dear Charlotte,

LAND AT HATCHFIELD FARM, FORDHAM ROAD, NEWMARKET, SUFFOLK

APPLICATION REFERENCE: DC/24/0622/RM

RESERVED MATTERS APPLICATION – SUBMISSION OF DETAILS UNDER OUTLINE PLANNING PERMISSION DC/13/0408/OUT (GRANTED BY SECRETARY OF STATE UNDER REFERENCE APP/H3510/V/14/2222871) A. APPEARANCE, LAYOUT, LANDSCAPING AND SCALE OF DEVELOPMENT WITHIN THE RESIDENTIAL PARCELS FOR THE DEVELOPMENT OF UP TO 400 DWELLINGS B. DISCHARGE OF CONDITIONS 3 (LIGHTING STRATEGY), 5 (MARKET HOUSING MIX), 14 (DRAINAGE SCHEME), 23 (LEMP), 24 (ROAD AND FOOTPATHS), 33 (EVCPS) OF DC/13/0408/OUT.

Savills (UK) Ltd is instructed to submit an application for the approval of reserved matters within the residential parcels at Land at Hatchfield Farm, Newmarket to West Suffolk Council on behalf of Countryside Properties (UK).

As a point of clarity, the wider strategic site details are separate to this current application and are being considered via separate applications submitted by another applicant.

The residential parcels reserved matters application was submitted on 30th April and validated on 8th May 2024 under the reference DC/24/0622/RM. Following the commencement of a statutory consultation period, a number of consultee comments have been received.

In discussion with the Planning Officers, the comments have been reviewed and a number of amendments have been made to the originally submitted drawings and documentation. A summary of these comments and amendments is provided in the table below, along with details of where the changes are shown, if applicable.

Throughout, the applicant has sought to positively engage with Newmarket Town Council, West Suffolk Council and other consultees. The amendments further enhance the proposal and we respectfully request that this application be supported.

Offices and associates throughout the Americas, Europe, Asia Pacific, Africa and the Middle East..

Savills (UK) Limited. Chartered Surveyors. Regulated by RICS. A subsidiary of Savills plc. Registered in England No. 2605138.
Registered office: 33 Margaret Street, London, W1G 0JD



SCC Developer Contributions

Comment	Action	Relevant Document/Drawing
The obligations previously secured under DC/13/0408/OUT must remain binding on any new planning permission granted approval.	N/A – no deed of variations are proposed to the S106	N/A

Waste Management

These comments have been addressed in a stand-alone response to SCC Waste Services.

Active Travel England

These comments have been addressed in a stand-alone response to Active Travel England.

Local Highways

Comment	Action	Relevant Document/Drawing
The splay adjacent to property 45 and in the southerly direction, is aligned over land which will not be highway and therefore not suitable for a standard condition	This comment has been addressed through a revision to the widening of the road and footpath outside of plot 45. As a result, the visibility splay is now fully aligned over land which will be highway, and therefore suitable for a standard condition.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
There are a number of locations where it is not clear that future residents will be able to conveniently access cycle and bin storage in the rear gardens. Rear garden access requires passing along paths that are narrow, fenced on both sides with 1.8m high structures and with right angle bends where the space does not appear sufficient. The Highway Authority recommends that the application should include something equivalent to a track plan for these areas to establish that the required movements can be achieved.	Based on dimensions of a standard bike and bin, an annotated version of the Refuse strategy Plan has been included to demonstrate how the rear accesses are accessible for storage of cycles and bins in the rear gardens.	Refuse Strategy Plan P23-0063_DE_015 Rev H
Generally, the Highway Authority has concerns about how parked cars on driveways may hinder the retrieval of cycles and bins from back gardens. Plans that provide dimension of the passing space between parked cars and	Based on dimensions of a standard bike and bin, an annotated version of the Refuse Plan has been included to demonstrate how the rear accesses are accessible for storage of cycles and bins in the	Refuse Strategy Plan P23-0063_DE_015 Rev H

obstacles such as house walls or garden fences	rear garden, and past parked cars.	
There are examples of tandem parking spaces accessed from small parking courts. It is unclear why resident parking is not provided in front of the dwellings, as occurs elsewhere.	This has now been altered and parking is provided to the front of plots 183-191.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
A plan showing how parking is proposed to be allocated would enable assessment of suitability.	Numbered parking spaces, matching the plot numbers have been provided on the Detailed Layout Plan. Visitor spaces have been indicated with a V.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
It would be beneficial if there was a more even distribution of visitor parking spaces across the development.	Following some amendments, there are now 5 visitor parking spaces within the western Parcel B.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
We note that there is a significant under distribution of visitor parking in the western Parcel B part of the site where only 3 visitor spaces are provided for a large number of dwellings.	Following some amendments, there are now 5 visitor parking spaces within the western Parcel B. Additionally, there are a further 10 visitor spaces located adjacent to the parcel.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
It is unclear where the on-plot parking for dwelling 95 is?	This has been annotated following the above comment regarding numbered parking spaces.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Pedestrian visibility splays (2m x 2m) are evidenced, but there aren't any driver visibility splays along the spine road. We have concerns that the proposed tree planting either side of these accesses will prevent drivers achieving suitable visibility in both directions. We recommend that these visibility splays should also be evidenced on a plan.	Driver visibility splays are now shown on the updated visibility splay plans.	Visibility Splay Plans 326-001-D121 P03 to 326-001-D125 P03

Landscape

Comment	Action	Relevant Document/Drawing
DAS - Character Area 1 refers to regular avenue trees. These are not translated on to the masterplan layout or indicated in a key. It refers to parking set back from the front building line	The trees along the spine road relate to the wider strategic site and have been permitted under a separate RMA. The wider site is outside of the Applicant's control. The trees have now been added to the Detailed Layout Plan for consistency, albeit located outside the application red line boundary. We have amended the layout to increase the quantity of	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB

	landscaping within the layout, where possible. The front parking of plots 141-145 have now been moved to the rear of these plots and landscaping introduced to the front.	
DAS - The submitted plans indicate a density of the layout which leaves parking at the front of row of terraced dwellings which reduces scope for soft landscaping. This should be avoided	Landscaping strips have been included where there is side-by-side parking to increase the greening up of areas.	Detailed Plot Landscape Proposals P23-0063_EN_0001 Parts 1 to 9 Rev C / D
The Avenue spine road is planted with trees to one side on the masterplan and to the opposite side of the road on the detailed parcel plans.	The trees along the spine road relate to the wider strategic site and have been permitted under a separate RMA. The wider site is outside of the Applicant's control. The trees have now been added to the Detailed Layout Plan for consistency, albeit located outside the application red line boundary.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
The amended Hard Boundary Plan proposes larch lap 1.8m between rear gardens with closeboarded fencing 1.8m to external plot perimeters. Screen walls are proposed in areas of public visual amenity which will enhance the built environment. We would expect these to be brick or other innovative materials or detailing may be considered to enhance the appearance of the scheme and add distinctiveness.	We can confirm that the screen walls indicated in the Hard Boundary Plan will be made from brick. It is requested that the specific brick material is controlled by condition.	Hard Boundary Treatment Plan P23-0063_DE_014 Rev G
We would also expect that climber planting be provided across the scheme and along boundary treatments, particularly where they face onto the roads, pathways, public open space and other key locations within the public realm.	Climber planting has been included within the updated landscaping drawings.	Detailed Plot Landscape Proposals P23-0063_EN_0001 Parts 1 to 9 Rev C / D
Hedgehog highway gaps should be indicated clearly on the Boundary Treatments Plan and associated details.	These details are requested to be controlled by way of a condition.	N/A

Our main observation is the lack of soft landscaping proposals to accompany the hard landscape details as part of the reserved matters application.	These details were submitted as part of the original submission, but have been amended as part of this update.	Detailed Plot Landscape Proposals P23-0063_EN_0001 Parts 1 to 9 Rev C / D
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Lead Local Flood Authority

Comment	Action	Relevant Document/Drawing
We recommend the use of FEH rainfall model used for the design criteria, instead of the FSR which has been used within the drainage calculations. Please can amendments be made to feature FEH within the calculations. Additionally, there is flood volume within the calculations, please can this be addressed when the rainfall model has been adjusted.	A 'LLFA Response' technical note, including appendices and drawings has been submitted which includes these requested amendments.	LLFA Response Technical Note, and Appendices
Appendix C does not show clear overview drawings of the basins and how they connect to the housing development. Within this please show any connections as well as sizing and volume values.	A LLFA Response Technical Note, including appendices and drawings have been submitted which includes these requested amendments.	LLFA Response Technical Note, and Appendices
Please provide long and cross sectional drawings for all SuDS components used within the development	A LLFA Response Technical Note, including appendices and drawings have been submitted which includes these requested amendments.	LLFA Response Technical Note, and Appendices

Newmarket Town Council

The applicant met with the Town Council on two occasions post-submission of the application to present the application proposals and respond to questions the Council had with respect to this reserved matters application. A separate site visit was also undertaken with Councillors. It is noted that some of the points raised in their comments are not relevant to the scope of this reserved matters application as they relate to the wider strategic site. It is not within the control of the applicant and so are not actioned within these amendments.

Comment	Action	Relevant Document/Drawing
Spine Road: TRO required as part of S106/planning consent to ensure traffic flow along the spine road, along with dropped kerbs for bus shelter and bus stops. Newmarket Town Council has the expectation that buses will service this area.	This is outside the area / scope of the residential parcels RMA.	N/A
Visibility Splays: Newmarket Town Council supports tree	This is outside the area / scope of the residential parcels RMA.	N/A

planting, and all accesses require suitable visibility in both directions. It is required that tree planting is done in an appropriate manner to maintain acceptable visibility splays and to meet Highway requirements.		
Green Space: Bikes must be prohibited from the green space area for public safety purposes. The Town Council notes the area is adequately served by cycle paths.	This is outside the area / scope of the residential parcels RMA.	N/A
Streetlights and recreation area: A Management Company is unacceptable for the maintenance of these facilities. The Town Council requires that the relevant councils (SCC and WSC) take suitable responsibility for them. With the development comes additional council tax income which will allow both Councils to carry out these responsibilities.	This is outside the area / scope of the residential parcels RMA. Within the Section 106 agreement for the outline application, there is wording within which requires these facilities to be offered up to the Councils for a decision to be made whether they wish to adopt the areas or not. Should they choose not to, then a Management Company will be used.	N/A
Housing Mix: Newmarket Town Council requires additional bungalows on the site other than social housing bungalows to meet the local demand.	Policy NKT19 of the Newmarket Neighbourhood Plan requests proposals to meet the needs of different groups of the community. The housing mix proposed in this development is diverse, and includes the provision of bungalows for affordable rent , as well as a large range of other house types, which responds to the housing need.	N/A
Materials: Newmarket Town Council requires the brickwork materials to be a Condition on the planning permission. Newmarket is a unique place in the country and it requires designs to reflect the vernacular and historical context, including character features such as those in the Building Code, eg: flint. Brickwork and mortar must be constructed as a sample onsite in due course for inspection and approval and the Council requires sight of	These details are requested to be addressed by way of a condition. Prior to submission of a condition discharge, Newmarket Town Council will be informed of the proposed materials and will again be notified once the submission has been made to West Suffolk.	N/A

these samples before any resolution may be made.		
Environmental: Newmarket Town Council requires clarification and more detail regarding the hedgehog highways and the green areas around the housing plots on the plans.	The Hedgehog Highways are requested to be addressed by way of a condition.	N/A
Parking: Newmarket Town Council requires confirmation of the amended car parking layout, including the removal of all tandem car park spaces. In addition, it requires specificity on the allocation of visitor parking, which needs to be properly distributed throughout the site.	The inclusion of tandem car parking spaces within the site layout is acceptable to the Highways Authority and is a reasonable response to accommodating the level of parking required. It is considered that the provision of visitor parking is well distributed throughout the site, and additional spaces have been incorporated within these amendments.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB Parking Strategy Plan P23-0063_DE_018 E Rev E
Specification of the EV charging points is required, with number of and access to details, and including sight of compliant access to bins and cycles for each dwelling.	EV charging specifications are now addressed through Building Regulations, and so are not required through the planning process. Bin and cycle storage has been detailed on the submitted plans, and will be controlled by a condition.	Refuse Strategy Plan P23-0063_DE_015 Rev H
Waste Management: Newmarket Town Council requires confirmation regarding a resolution to the issue of waste collection, specifically along the areas of extended shared driveways.	This has been addressed through the revised submission and updated Refuse Strategy Plan.	Refuse Strategy Plan P23-0063_DE_015 Rev H
Active Travel England (ATE) stated is was "not in a position to support the application"; the Council requires confirmation that ATE has approved the application.	These amendments respond to queries raised by Active Travel England.	N/A

Case Officer Feedback – Post Submission Meetings

The applicant has actively engaged with the case officer prior to the submission of the application and post-submission. A number of minor design and layout amendments have been suggested and incorporated into the revised design layout. These are outlined in the table below.

Careful consideration has been given to the block of flats located on the gateway from Fordham Road particularly. Changes include additional windows, façade details, landscaping features and the reorientation of the building. This has resulted in an detailed design which reflects the building typology of Newmarket.

Comment	Action	Relevant Document/Drawing
Change Plot 145 to follow the curve of the road	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Show links through from the wider RM into residential parcels as indicative	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Introduce small landscaping strips between parking spaces and add ivy up walls	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Is rear access available on plots 381-385 if parking is full	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Remove visitor parking spaces and 'green up' landscaping around plot 381	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Include landscaped build outs along straight roads	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Design and layout changes to flat block on Fordham Road	This has been actioned on the Detailed Layout Plan and on the elevational drawings.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB Flat Block 04 Plans and Elevations P23-0063 DE 223 Rev B and P23-0063 DE 224 Rev B
Remove frontage parking to Plots 263 and 264	This has been actioned on the Detailed Layout Plan and Parking Strategy Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB Parking Strategy Plan P23-0063_DE_018 E Rev E
Amend building line of Plots 253 – 258 to follow curvature of spine road.	This has been actioned on the Detailed Layout Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB
Introduce rear parking courts for plots 141 to 145.	This has been actioned on the Detailed Layout Plan and Parking Strategy Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB Parking Strategy Plan P23-0063_DE_018 E Rev E
Remove rear parking courts from plots 181 to 191.	This has been actioned on the Detailed Layout Plan and Parking Strategy Plan.	Detailed Layout Masterplan P23-0063_DE_003-1 AA Rev BB Parking Strategy Plan P23-0063_DE 018 E Rev E

Please do not hesitate to contact me should you have any queries, or require any further information prior to determining this application.

Item 8B

RE: DC/24/0654/LB and /0653/ADV - 58-60 High Street, Newmarket

Cobbold, Savannah <savannah.cobbold@westsuffolk.gov.uk>

Wed 2024-09-04 12:37

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

Good afternoon,

I refer to the above advertisement consent application and associated listed building consent.

As explained in a previous email, I note the town council have objected to the scheme based on the uncertainty relating to the upper floor of the building. as such, I explained that that was not something that formed part of my assessment in line with these two current applications and to contact the agent for further information. My response to you was: **The listed building application that I am dealing with relates to the installation of signage, lighting and redecoration of doors and windows. I believe that the change of use itself did not require permission as the bank use and restaurant use falls within Class E. The listed building application ref. DC/24/0502/LB considered internal changes to the building to accommodate the change of use whereby the conservation officer would have reviewed the elements in detail. Furthermore, the owner of the building has a legal responsibility to ensure the up-keep and maintenance of the listed building as a whole.**

The signage has now been installed, although the application was not yet been determined. We are in a position to now support the scheme as illumination has now been removed and negotiations have taken place with the conservation officer.

Could I ask if the town council are in position to remove their objection noting that I am considering the public safety and amenity in relation to the proposed signage?

Thanks,

Savannah

Savannah Cobbold
Senior Planning Officer
Planning Development
Direct Dial: [+44 1284 757614](tel:+441284757614)
Mobile: +44 7971 534117
Email: savannah.cobbold@westsuffolk.gov.uk
www.westsuffolk.gov.uk
West Suffolk Council
#TeamWestSuffolk

West Suffolk Council supports our staff to work flexibly and we respect the fact that you may also be working at different times to suit you and your organisation's needs. Please do not action or respond to this message outside of your own working hours.

[Report, pay and apply online 24 hours a day.](#)
[Find my nearest for information about your area](#)

West Suffolk Council is the Data Controller of the information you are providing. Any personal information shared by email will be processed, protected and disposed of in accordance with the General Data Protection Regulations and Data Protection Act 2018. In some circumstances we may need to disclose your personal details to a third party so that they can provide a service you have requested, fulfil a request for information or because we have a legal requirement to do so. Any information about you that we pass to a third party will be held securely by that party. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: [How we use your information.](#)

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EAST CAMBRIDGESHIRE DISTRICT COUNCIL

WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 30th August 2024

Reference: 24/00889/FUL

Officer: Cassy Paterson

Date application valid: 22nd August 2024

Parish: Soham

Location: 13 The Cotes Soham Ely Cambridgeshire CB7 5EP

Proposal: Demolition of existing conservatory and replace with two storey rear extension

Applicant:

Agent:

Mr and Mrs Nicholas
13 The Cotes
Soham
Ely
Cambridgeshire
CB7 5EP

Grid Reference: 557818 274623

EAST CAMBRIDGESHIRE DISTRICT COUNCIL



WEEKLY LIST OF PLANNING APPLICATIONS

(Alphabetically by Parish)

List produced on 6th September 2024

Reference: 24/00897/FUL

Officer: Jasmine Moffat

Location: Jafeica 5 Hawthorn Way Burwell Cambridge CB25 0DQ

Date application valid: 2nd September 2024

Parish: Burwell

Proposal: Single story side extension and external alterations

Applicant:

Mrs Hayley Keeble
C/O Agent
Jafeica
5 Hawthorn Way
Burwell
Cambridge
CB25 0DQ

Agent:

East Cambridgeshire District Council
FAO Mrs Martine D'Antonio
East Cambridgeshire Home Improvement Agency
The Grange
Nutholt Lane
Ely
Cambridgeshire
CB7 4EE

Grid Reference: 559208 267492

Decision List

Weeks commencing 26 th August & 2 nd September	NTC Comments
DC/24/0936/TCA Trees in a conservation area notification-one Sycamore (T1 on plan) crown reduce by two metres on church side 140 Beaufort Cottage Stables, High Street, Newmarket, Suffolk, CB8 8JS Decided- No objections	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval. 
DC/24/1022/TCA Trees in a conservation area notification-one Crab Apple (as indicated on plan) fell Buck House, 21 The Avenue, Newmarket, Suffolk, CB8 9AA Decided-No objections	The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The Committee does not object to this application and supported the advice that had been sought from the Tree Officer and the plans for a suitable replacement to be planted. 
DC/24/1000/TCA Trees in a conservation area notification-one Sorbus (T1 on plan) fell Bassett House, 29 Bury Road, Newmarket, Suffolk, CB8 7BY Decided-No objections	The Committee actively encourages responsible tree management and objects 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 tree is to be felled, that it be felled outside of the bird nesting season and the Committee requests that a suitable replacement be planted. 
DC/24/0763/FUL Planning application- demolition of existing motor garage 8 Park Lane, Newmarket, Suffolk, CB8 8AX Withdrawn application	The Committee objected to the demolition of a building in a conservation area. 

Decision List

DC/24/0744/FUL Planning application-Partial change of use (class E) of ground floor to (Class C3) for one flat 130-132 High Street, Newmarket, Suffolk, CB8 8JP Decided- Approve application	The Committee voiced no objection. 
DC/24/0957/FUL Planning application- single storey reading room located within an existing courtyard St Louis Catholic Academy, Fordham Road, Newmarket, Suffolk, CB8 7AA Decided-Approve application	The Committee voiced no objection. 
DC/24/0685/HH Householder planning application-widening of existing dropped kerb, new boundary wall and railings 1 Hamilton Road, Newmarket, Suffolk, CB8 0NQ Decided-Approve application.	Committee voiced no objections. 

Pavement Licence Application Form

Prior to completing this application, please ensure that you have read and clearly understood the [Pavement Licence Guidance](#)

Once your application has been received it will be reviewed by the Licencing Team. If it is accepted a public notice of display will be provided by the Licensing Team and the 14-day consultation period will commence prior to a decision being determined.

Application type (please tick as appropriate)

New	☒	Re-licence	☐
Licence number (if a re-licence)			

Section 1. Applicant details

Please select the type of applicant	Limited company
-------------------------------------	-----------------

Company or charity applicant details

Company or charity name	Greggs
Company or charity registration number	
Registered address	Greggs House, Quorum Business Park, Newcastle Upon Tyne, Tyne and Wear, NE12 8BU
Contact name	██████████
Telephone number	██████████
Email address	GMV@greggs .co.uk

Individual applicant details

Name				
Telephone number				
Email address				
Address				
Postcode				
Is this application being completed by an agent or solicitor?	Yes		No /	

If you answered yes to the above, please provide the following information:

Contact name	
Capacity	
Email address	
Telephone number	

Section 2. Premises details

Trading name	Greggs
Trading address	66 /72 High Street Newmarket
Trading postcode	CB8 8LB

Section 3. Site manager (who is the contact at the premises)

Name	Duty Manager
Telephone number	01638591225
Email address	GMV@gregggs.co.uk

Section 4. Correspondence

Which address should be used for main correspondence address	Applicant	✓
	Agent or solicitor	
	Premises	

Section 5. Site details and schedule

Proposed location of furniture (please include street name or names if your premises has a dual aspect)	On the paved area outside the Greggs shop on High Street, Newmarket
--	---

Please use the section below to indicate your intended schedule for use of this pavement licence. You will need to complete parts one and two if your premises has a dual aspect and crosses over two different roads, for example, on a corner.

Part one

Day	Start time	End time
Monday	05:30	19:30
Tuesday	05:30	19:30
Wednesday	05:30	19:30
Thursday	05:30	19:30
Friday	05:30	19:30
Saturday	05:30	19:30
Sunday	07:00	17:00

Number of tables	7
Number of chairs	17

Details of other furniture (for example, barriers, benches, counters, heaters, planters, shelves, stalls, umbrellas)	10 Barriers, 4 Bins
Goods to be sold	
Any further information	Consumption of food purchased from inside the shop

Part two

Day	Start time	End time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Number of tables	
Number of chairs	
Details of other furniture (for example, barriers, benches, counters, heaters, planters, shelves, stalls, umbrellas)	
Goods to be sold	

Any further information	
-------------------------	--

Section 6. Supporting documents

Please tick to indicate agreement

I enclose public liability insurance certificate (minimum £5,000,000) to cover requested activities or location	✓
I enclose a plan showing the area to be covered by the licence which conforms to the Pavement licence guidance	✓
I enclose a photograph of the area intended to be licenced	✓
I enclosed photograph(s) or brochure(s) showing examples of all intended furniture	✓

Section 7. Statement of application

Fraud Act 2006

I hereby declare that I fully understand, have read and checked the details and questions on this application form and the foregoing statements are true:

I understand that it is a criminal offence if I or anyone else gives false information, or makes a false representation within this application, or fails to disclose information in order for me to obtain a Pavement Licence.

I am fully aware that the provision of a false statement, or information in order to obtain a licence is an offence under the above act which may result in the refusal of this licence application and any subsequent licence applications.

I am also aware that any licence granted as a result of breaching the above act will be immediately revoked.

I have read the Pavement Licence Policy, and I undertake, in the event of a licence being granted, to observe and comply with its contents and Pavement Licence Conditions.

Signature	
Capacity	ADMIN

05/09/2024

Section 8. Payment

I confirm I have paid the following fee (please tick as appropriate) by selecting Pavement Licence via [West Suffolk - Adelante Smart pay](#)

New £500		Re-licence £350	
Payment reference number			

Section 9. Next steps

Please submit your completed form and supporting documents to licensing@westsuffolk.gov.uk

Once your application has been received it will be reviewed by the Licencing Team. If it is accepted a public notice of display will be provided and the 14-day consultation period will commence prior to a decision being determined.

West Suffolk Council will capture and store information in this form so that the requested service can be provided. All personal information will be processed, protected, and disposed of in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018 and will only be used to deliver or improve our services. We will not disclose any personal information to any other third parties unless required to do so by law or we have your consent to do so. For more information on how we do this and your rights in regard to your personal information and how to access it, visit our website [How we use your information](#)

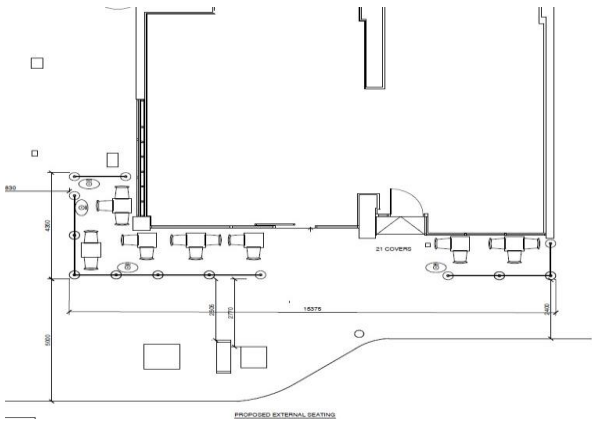
PUBLIC NOTICE

Pavement Licence - New Application

Business & Planning Act 2020

Name of Applicant: Greggs Ltd		Name of Premises: Greggs
Postal address of premises relevant to this application: 66-72 High Street Newmarket CB8 8LB		This application may be viewed at: West Suffolk Council West Suffolk House Western Way Bury St Edmunds IP33 3YU
Proposed activities: Provision of food and drink		
Pavement use	Day/s	Times
4 Tables, 12 Chairs 6 Barriers 4 Bins	Monday to Saturday	05:30-19:30
	Sunday	07:00-17:00

Date by which representations must be made to the Licensing Authority:
End Date:- **20 September 2024**

<u>Overhead Plan of Licensable Area</u> 	<u>Premises to Which Licence Relates</u> 
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Representations must be made by email only to West Suffolk Council (as the Licensing Authority) to licensing@westsuffolk.gov.uk.

It is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence is unlimited.

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Report to	Development and Planning Committee
Subject	Enforcement Issues Outstanding – rolling agenda item
Purpose	Information
Classification	Unrestricted
Meeting date	16th September 2024
Item number	14
Written By	Cathy Whitaker CLERK

Summary: This report outlines a definitive list of ongoing and outstanding issues.

Planning:		
Mill Hill	Air B&B	
Bury Road	Windows in Conservation Area	
Former McColls	Listed Building	
Highways (traffic/parking, speeding):		
Exning Road	Bollards on grass verges	Awaiting permission from SCC
High Street/Cons Area:		
128 High Street	Licencing and planning non-compliance	
Market Square	Shopfront breach	
New Vape Shop High St	Shopfront breach	
Pavement Licences		

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