

**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 16<sup>th</sup> December 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 2<sup>nd</sup> December 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. **Planning applications** – West Suffolk Council, weeks commencing 25/11/24, 02/12/24
7. **Planning applications** – Amended and Deferred Plans
  - a) **DC/24/1518/FUL – 8 Park Lane** – to receive further information regarding NTC planning response
8. **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
9. **Planning applications** – East Cambs
10. **Planning decisions and plans withdrawn** – West Suffolk Council, weeks commencing 25/11/24, 02/12/24
11. **Delegation Panel decisions** - To discuss any decisions by Delegation Panel
12. **Licensing** - To discuss any Licensing applications, including pavement licence applications
  - a) **NSDA Sports Club** – premises licence application
13. **Enforcement** – to discuss any enforcement issues – to form a Task & Finish Working Group
14. **Five Bells** – to discuss the original planning consent
15. **West Suffolk Council Shopfront Policy** – to discuss enforcement
16. **Correspondence**
17. **Date of next meeting** – 6<sup>th</sup> January 2025

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 10<sup>th</sup> December 2024

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

| <b>Material Planning Considerations</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Site specific issues</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>• adequacy for turning, loading</li> <li>• availability/capacity of local infrastructure (e.g. public drainage or water systems)</li> <li>• car parking</li> <li>• deficiencies in community/social facilities (e.g. spaces in schools)</li> <li>• design, appearance and materials</li> <li>• layout and density of building(s)</li> <li>• road access</li> <li>• traffic generation</li> </ul>                                                                                                  |
| <b>Environmental effects</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>• effect on street scene</li> <li>• hazardous materials, contaminated land</li> <li>• landscaping</li> <li>• light (including overshadowing)</li> <li>• loss of trees</li> <li>• nature conservation &amp; biodiversity issues</li> <li>• noise &amp; disturbance resulting from use</li> <li>• overlooking/loss of privacy</li> <li>• smells and fumes</li> <li>• visual amenity</li> </ul>                                                                                                      |
| <b>Listed buildings/conservation areas</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>• The need to preserve or enhance the special character or appearance of designated conservation areas and protect listed buildings</li> <li>• Effect on archaeological interest</li> </ul>                                                                                                                                                                                                                                                                                                       |
| <b>Usage</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>• Incompatible or unacceptable uses</li> <li>• Desire to retain and promote certain uses e.g. stables in Newmarket.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Previous decisions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Previous planning decisions, including appeal decisions</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Policies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Statutory provisions contained in planning acts, statutory regulations &amp; planning case law</li> <li>• Central Government planning policy and advice</li> <li>• National Planning Policy Framework (NPPF)</li> <li>• Supplementary planning guidance/documents e.g. Affordable Housing SPD, Master plans, development briefs</li> <li>• WSC Local Plan policies</li> <li>• Newmarket Neighbourhood Plan</li> <li>• Newmarket Conservation Area Appraisal (adopted September 2009)</li> </ul> |
| <p>Key principle of the NPPF – presumption in favour of sustainable development.</p> <p>For decision-taking this means granting permission unless:</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• <i>any adverse impacts of doing so would significantly and demonstrably outweigh the benefits</i></li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Matters which are not material planning considerations</b>                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <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 (e.g. 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)<sup>13</sup>, 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.<br>(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 <sup>st</sup> 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces) |                                                                              |

<sup>13</sup> 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 degraded 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?