



## Wivenhoe Town Council

**MINUTES** of the Planning Committee Meeting held on Tuesday 7 November 2023 at 7.30pm **Chair Approved**

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Present: Cllr Burke (Chair), Cllr Aldis, Cllr Boughton, Cllr Widgery, Cllr Hutchings, Cllr Andrew, Cllr Guy, Jo Beighton-Emms (Town Clerk), Mark Halladay (Biodiversity WG) and Eirini Dimerouki, CCC Conservation Officer.

Public Questions: None.

### PART A

P.11.23.001 Apologies for absence: None.

P.11.23.002 Declarations of interest: None.

P.11.23.003 Minutes of the last meeting: The minutes of the meeting held on 3 October 2023 were proposed by Cllr Boughton, seconded by Cllr Andrew, and approved as an accurate record of proceedings.

Cllr Burke introduced Eirini Dimerouki to the committee members. Eirini explained that she is the Conservation Officer at CCC. Her role involves making recommendations on relevant applications such as for listed properties, those in conservation areas and on project work. She has worked on the designation of two new conservation areas, the new master plan for Colchester and she works with the enforcement team.

Cllr Burke asked if the Planning Officer would have the final say on applications involving listed buildings. Eirini explained that all applications go to the Planning Officers and then she would provide comments and recommendations. She has a good working relationship with the planning team.

Cllr Hutchings asked Eirini if she can accept queries directly from the public. Eirini explained that this depends on her capacity within the given statutory timeframe for application responses. Cllr Aldis asked if the Wivenhoe Conservation Area has had a review. Eirini said that this was last done in 2008. Cllr Aldis asked if green spaces can be included in a Conservation Area and Eirini said that they could, although this is unusual but can be done with good reason.

For an application for a very old building (eg listed, Grade I or II) Eirini said that she would arrange a site visit and she can provide advice, for example when the planned works are structural. Cllr Guy asked if there have been any changes in conservation such as new trends or a relaxation of rules/legislation. Eirini said that this was not her experience in the five years she has been CO. There have been no significant policy changes and Local Plan policies have not been altered.

Eirini agreed to provide advice on the review of the WNP where necessary and said that she is currently reviewing the West Mersea Heritage Plan.

Cllr Aldis asked for a copy of the Local List which needs to be reviewed. Eirini suggested using the Colchester Heritage Explorer link, which will be accurate. She said that she would email the Town Clerk on this.

Eirini assisted with comments on Planning Application reference 232347 and advised the committee to look at the application forms for planning applications. This would indicate if a pre-planning application had been made which would indicate a level of review by planning officers ahead of the actual application being submitted, providing comfort to WTC that the application should be compliant.

Cllr Burke thanked Eirini for her time and Eirini left the meeting.

P.11.23.004 Planning Applications: The Committee considered the following planning applications:

4a	<b>Reference</b>	232347- Listed Building
	<b>Registered</b>	23/10/2023
	<b>Development</b>	To relocate the modern bathroom on the first floor of the building from where it is partitioned off in the original back bedroom to the smaller leg of the L-shaped front bedroom. To replace failing render on the external south-facing wall with existing
	<b>Address</b>	9 Brook Street, Wivenhoe Essex CO7 9DS
	<b>WTC Comment</b>	Comment- WTC are satisfied that the proposed layout is an improvement and that no harm to the layout is caused. Also, that there will be no loss of historic fabric or features of the property. Potential issues were considered and resolved as part of the pre-planning process.

4b	<b>Reference</b>	232384
	<b>Registered</b>	11/10/2023
	<b>Development</b>	Single storey side extension and minor internal alterations
	<b>Address</b>	5 Parkwood Avenue, Wivenhoe Essex CO7 9AN
	<b>WTC Comment</b>	No comment

4c	<b>Reference</b>	232390
	<b>Registered</b>	12/10/2023

	<b>Development</b>	Single storey rear extension and garage conversion
	<b>Address</b>	17 Henrietta Close, Wivenhoe Essex CO7 9HF
	<b>WTC Comment</b>	Objection WTC object to this application on the basis that there will be loss of parking provision. The drawings are misleading as there will be insufficient parking available on what is a shared driveway with the neighbouring property. The garage is unacceptable for domestic use. Also, the proposed extension will be overbearing as it abuts the neighbouring property. WTC requests that the views of neighbours are considered.

4d	<b>Reference</b>	232550
	<b>Registered</b>	03/11/2023
	<b>Development</b>	Proposed single storey rear extension and replacement roof to existing single storey building
	<b>Address</b>	6 Westlake Crescent, Wivenhoe Essex CO7 9RZ
	<b>WTC Comment</b>	Comment- WTC considers the proposal to be overdevelopment and that it will be overbearing and jarring in this location. There will be a loss of permeable land.

P.11.23.005 Planning Decisions: The Councillors considered the following Planning Decisions:

- 231894
- ESS/28/23/TEN
- 232118
- 232052

P.11.23.006 New Allotments Working Group: Cllr Burke reported that agreement has now been reached on the transfer document following liaison with the landowner and WTC's solicitor.

P.11.23.007 WNP Review and Update on Taylor Wimpey: (This item was covered at the end of the meeting). Cllr Burke reported that since the last committee meeting it had come to light that CCC were still allocating TW funding from the S106 agreement to a swimming pool at Broomgrove school. However, the pool is no

longer going ahead. WTC wants funds for a Community Hub. A meeting was held on 6 November with Cllr Mark Cory in attendance. This was an opportunity to provide the option of a community space with the TW funding, with CCC's guarantee that a piece of land will be provided to build it on. CCC have asked for confirmation of this request in writing from WTC. Cllr Aldis said that any request must be policy compliant. Cllr Burke thought that it was inappropriate for a representative from the sports trust to be present at the meeting on 6 November as they are also requesting these funds for a centre. Part of WTC's argument is that the council's request is very different from that of the sports trust in that WTC want a community space that is cheap to hire, accessible to everyone and available for numerous groups and organisations to use.

(Cllr Burke asked for the councillors to agree that the meeting could overrun by 10 minutes. This was agreed.)

Cllr Burke reported that there is no firm timetable for the discussions on the TW funds, but her concern was that WTC will miss the opportunity to secure funding. The councillors have a responsibility to pool ideas and respond to CCC by 10 November. Councillors must also press for the transfer of land from CCC to WTC as promised by Cllr Cory. This should take place as soon as possible and not when funds are allocated. Two options are land at Mede Way and Henrietta Close.

Cllr Burke requested all feedback from everyone by 10 November.

P.11.23.008 Local Nature Plan: Mark Halladay talked through the PowerPoint presentation which had been previously circulated and is attached as **Appendix A**. He requested the approval of the Planning Committee for the concept that the LNP will be an element of the reviewed WNP. There will further discussion with ECC. A meeting has been held with Taylor Wimpey regarding open spaces on the Land at Broadfields site.

P.11.23.009 Wivenhoe Town Council Strategy: Noted.

P.11.23.010 Leisure and Community Services SPD: Noted

P.11.23.011 Date and time of next meeting: It was agreed that the next meeting will be held on Tuesday 5 December 2023 at 7.30pm

P.11.23.012 Exclusion of press and public: In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Council is invited to consider if the press and public should be excluded from the meeting during the consideration of the following item(s) owing to the confidential nature of the business

The Chair closed the meeting at 21.42.

PART B

None

**Appendix A- See attached.**

