



Wivenhoe Town Council

MINUTES of the Planning Committee Meeting held on Tuesday 4 June 2024 at 7.30pm **Draft**

Present: Cllr Burke (Chair), Cllr Widgery, Cllr Hutchings, Cllr Andrew, Cllr Luxford-Vaughan, and Jo Beighton-Emms (Town Clerk).

Public Questions: None.

PART A

P.06.24.001 Apologies for absence: Cllr Guy and Cllr Boughton. Apologies given were accepted by the councillors present.

P.06.24.002 Election of Chair and Deputy Chair: This agenda item was deferred.

P.06.24.003 Declarations of interest: None.

P.06.24.004 Minutes of the last meeting: The minutes of the meeting held on 7 May 2024 were proposed by Cllr Widgery, seconded by Cllr Hutchings, and approved as an accurate record of proceedings.

P.06.24.005 Planning Applications: The Committee considered the following planning applications:

5a	Reference	240932
	Registered	07/05/2024
	Development	Installation of a domestic 12kW Air Source Heat Pump
	Address	26 Spindrift Way, Wivenhoe Essex CO7 9GW
	WTC Comment	No comment.

5b	Reference	240936
	Registered	08/05/2024
	Development	Proposed single storey extension to form porch/wc

	Address	12 Parkwood Avenue, Wivenhoe Colchester CO7 9AN
	WTC Comment	No comment

5c	Reference	240966
	Registered	14/05/2024
	Development	Existing single-glazed timber sash windows to be replaced with Roseview sliding sash window (ultimate rose). Roseview supply highly authentic, timber-alternative (upvc) sash windows, approved in numerous conservation areas across the UK.
	Address	124 High Street, Wivenhoe Colchester CO7 9AB
	WTC Comment	Wivenhoe Town Council request that this application is referred to the Conservation Officer.

5d	Reference	241043
	Registered	22/05/2024
	Development	Change of use of accountant's office to original residential use following cessation of use as office.
	Address	1 Brewery House, Brook Street, Wivenhoe Essex, CO7 9DS
	WTC Comment	Wivenhoe Town Council request that the planning officer refers to POL WIV 19 in the Wivenhoe Neighbourhood Plan to ensure that the criteria are adhered to before this application is considered.

5e	Reference	241130
	Registered	31/05/2024
	Development	Extend existing 2 storey 140sqm 5 bedroom property to include: 1. 17. 48sqm ground floor extension. 2. 11.57sqm first floor rear extension. 3. Conversion of existing garage to office space
	Address	1 Spindrifft Way, Wivenhoe Essex CO7 9GW

	WTC Comment	Objection: Wivenhoe Town Council object to this application as an assumption has been made that parking will be available on the pavement next to the property.
--	-------------	---

P.06.24.006 Planning Decisions: The Councillors considered the following Planning Decisions:

- 240730
- 240659

P.06.24.007 CCC Settlement Boundary Review: Cllr Burke reminded councillors that a meeting is planned for 6 June 2024 at the Council Offices with CCC Officers The Town Clerk will reshare WTC's response to the call for sites.

P.06.24.008 New Allotments Working Group: No update.

P.06.24.009 New Cemetery Working Group: Cllr Burke reported that a meeting had been held with agents acting for Mr Gooch and James Ryan CCC to discuss the land to be gifted to WTC under the S106 agreement. Mr Gooch has been contacted directly regarding an agreed wording for the agreement which WTC would like to include all uses for the site as a cemetery. The Town Clerk will chase for a response.

P.06.24.010 Travel & Transport: Cllr Andrew explained the rationale for this group to be a sub committee and report to the Planning Committee. Cllr Luxford-Vaughan proposed the formation of the Travel & Transport Sub-Committee which will report to the Planning Committee. This was seconded by Cllr Burke with all in favour. It was agreed that this will appear as an agenda item after Planning Decisions.

P.06.24.011 WNP Review: No update. CCC Officers will be asked about the Local Plan at the meeting on 6 June.

P.06.24.012 Local Nature Plan Update: Cllr Hutchings reported that he has been assisting with the review of this document.

P.06.24.013 Wivenhoe Town Council Strategy: How to influence planning decisions. It was agreed that continued engagement with CCC Planning Officers is assisting WTC's influence on planning matters.

P.06.24.014 Leisure and Community Services SPD: Monthly report circulated by separate cover. The Town Clerk reported that she has tried to arrange a meeting with CCC Officers to discuss outstanding contributions.. She will chase this.

P.06.24.015 Date and time of the next meeting: It was agreed that the next meeting will take place at 7.30pm on Tuesday 2 July 2024.

P.06.24.016 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

PART B

None

The Chair closed the meeting at 20.33.

DRAFT