

**WALLINGFORD TOWN COUNCIL**

**M I N U T E S**

**of the**

**Virtual TEAMS meeting of Planning on 28<sup>th</sup> September 2020 at 7p.m**

**PRESENT**

Councillors Dolton, Hughes, Keats-Rohan, Kidley, Lester, McGregor and Whelan

The Chairman, Councillor Wilder

Officer in Attendance, Mrs Barbara Atkins

Meeting commenced at 1904 Hours

**303. TO ADVISE THOSE IN ATTENDANCE OF THE PROTOCOL FOR THE MEETING**

There were no members of the public present.

**304. APOLOGIES**

There were apologies from The Mayor.

**305. ADMISSION OF THE PUBLIC**

It was agreed there were no admissions of the public.

**306. DECLARATION OF INTERESTS**

A Councillor with voting rights who has a disclosable pecuniary interest or another interest as set out in our Council's Standing Orders Code of Conduct (Item 13) in a matter being considered at a meeting is subject to statutory limitations or restrictions under code of conduct and his right to participate and vote on the matter (guidelines are available at the meeting and all Councillors have received a copy prior to the meeting) Information for each Member was available at the meeting.

There were no declarations of interest.

**307. PUBLIC PARTICIPATION 15 MINUTES IN TOTAL**

There was no public participation.

### **308. VARIATION OF ORDER OF BUSINESS**

There was no variation in the order of business.

### **309. PLANNING MINUTES**

To sign as a correct record the Minutes of the Planning meeting held on the 7<sup>th</sup> September 2020 as set out on pages 117 - 124 of the Minute Book.

Correction: Councillor Whelan asked for a correction on page 121 in that it should meet **BS 8300 design** requirements.

It was Proposed by Councillor Lester, Seconded by Councillor Whelan and

**RESOLVED: THAT** following the correction above the Minutes of the Planning Committee Meeting held on the 7<sup>th</sup> September 2020 as set out on pages 117 - 124 of the Minute Book, copies circulated to Councillors, be signed as a correct record.

### **310. PLANNING APPLICATIONS**

i) Application Reference: P20/S3089/HH – Councillor Dolton

Type: Householder

Proposal: Garage conversion to habitable space. Single storey extension over garage to existing with single storey to frontage.

Address: 5 Trenchard Close Wallingford OX10 9BA

**Councillor Dolton reported that this planning application proposal was the same as those that had already been carried out in the vicinity. Councillor Dolton was happy to recommend Fully Support.**

**This was seconded by Councillor Wilder and**

**RESOLVED: THAT Wallingford Town Council Fully support this application.**

**Submission Reference: 176114**

(ii) Application Reference: P20/S3040/HH - Councillor Hughes

Type: Householder

Proposal: Proposed ground and first-floor side and rear extensions, internal & external alterations. Erection of a garden studio

Address: 15 Wantage Road Wallingford OX10 0LR

**Councillor Hughes reported that this was a very big extension and that 3 neighbours had commented. Comments included that the proposal did not maintain the street scene and destroyed the symmetry; obstructed sunlight and was close to the boundary line. The large garden studio and parking for 4 cars was also included in comments.**

**Councillors discussed and agreed that it was overdevelopment of the site.**

**It was Proposed by Councillor Hughes, Seconded by Councillor Keats-Rohan and  
RESOLVED: THAT Wallingford Town Council objects to this application on the grounds of  
overdevelopment and that it removed the symmetry of the street scene.**

**Submission Reference: 176116**

(iii) Application Reference: P20/S3017/HH - Councillor Keats-Rohan

Type: Wallingford Conservation Area - Householder

Proposal: Single Storey Rear Extension

Address: 4 Old Buildings Wallingford OX10 0BA

**Councillor Keats-Rohan reported that this was a terraced property and she would  
recommend fully support, the applicant had stated that the loft was not insulated and she  
had posted details of the funding that was available for this through the applicant's door.**

**It was Proposed by Councillor Keats-Rohan, Seconded by Councillor McGregor and  
RESOLVED: THAT Wallingford Town Council Fully Supports this application.**

**Submission Reference: 176118**

(iv) Application Reference: P20/S2993/LB - Councillor Kidley

Type: Wallingford Conservation Area

Grade II Listed Building

Proposal: Replace and relocate down pipe and guttering on front elevation and repairs.

Address: Ganders 1A Mill Lane WALLINGFORD Oxon OX10 0DH

**Councillor Kidley clarified that this was in a conservation area and the work would be  
required to protect the building.**

**It was Proposed by Councillor Kidley, Seconded by Councillor Whelan and  
RESOLVED: THAT Wallingford Town Council Fully Supports this application.**

**Submission Reference: 176119**

(v) Application Reference: P20/S3023/FUL - Councillor Lester

Type: Wallingford Conservation Area – Full Application

Proposal: Change of Use from existing part A1-Shops (ground floor & first floor showrooms  
with Coach House & Workshop outbuildings as retail store building) and existing C3-  
dwellinghouse (second floor) to proposed C3 Dwelling houses. Use class to include residential  
parking facility at land to 99 High Street.

Address: Calleva House 6 High Street and Land at 99 High Street Wallingford OX10 0BP

Councillor Lester stated that the history of this house was fantastic. She would fully support the change of use but had queried with the planning officer whether it was for one residential dwelling, the agent had responded yes. When a full application comes before the committee parking would need to be looked at carefully particularly at the land to 99 High Street as this was in an area of archaeological interest. It would also be much appreciated if any forthcoming plans could be the right way up which is a north-south orientation.

**It was Proposed by Councillor Lester, Seconded by Councillor Whelan and  
RESOLVED: THAT Wallingford Town Council fully supports this application.  
Submission Reference: 176134**

(vi) Application Reference: P20/S2882/HH - Councillor McGregor  
Type: Householder  
Proposal: Building of a garage to rear of property.  
Address: 72 Wilding Road Wallingford OX10 8AR

**Councillor McGregor stated that he had looked carefully at the designs and did not believe that it would be a dwelling and he would recommend fully supporting the application as it would reduce congestion on the road.**

**It was Proposed by Councillor McGregor, Seconded by Councillor Wilder and  
RESOLVED: THAT Wallingford Town Council fully supports this application.  
Submission Reference: 176135**

(vii) Application Reference: P20/S2652/FUL - Councillor Whelan  
Type: Full Application  
Proposal: Change of use from A1 use (General Retail) to A3 use (Food & Drink)  
Address: Ribizli, 53 St Mary's Street

**Councillor Whelan gave an overview of this property, its history and the application for change of use. Councillor Whelan stated that there were no internal alterations and that it was already in use and a successful well used café.**

**It was Proposed by Councillor Whelan, Seconded by Councillor Lester and  
RESOLVED: THAT Wallingford Town Council fully supports this application.  
Submission Reference:176138**

(viii) Application Reference: P20/S3049/HH – Councillor Wilder  
Type: Wallingford Conservation Area - Householder  
Grade II Listed Building

Proposal: Removal of existing dilapidated and dangerous wooden glasshouse (est built in 1970s) and replacement with a new structure appropriate to the age of the house (late Victorian) built by Hartley Botanic, the leading Victorian greenhouse builder in UK. (I may need to start the demolition before consent is received because the structure is dangerous)  
Address: Woodlea 13 Wood Street Wallingford OX10 0BD

**Councillor Wilder stated that the scale of the plans was a little vague but that the supported pictures of the existing glasshouse showed a dangerous structure and if the photograph of the proposed new structure was accurate it was good and in keeping with the house and the area.**

**It was Proposed by Councillor Wilder, Seconded by Councillor Lester and  
RESOLVED: THAT Wallingford Town Council fully supports this application.  
Submission Reference:176140**

(ix) Application Reference: P20/S3329/HH – Councillor Dolton  
Type: Householder  
Proposal: Two Storey Side Extension  
Address: 2 Andrew Road Wallingford OX10 8AE

**Councillor Dolton reported that there was plenty of space to do this extension and to date there were no objections from neighbours.**

**At this point Members expressed their concern that the District Council did not appear to be fully and widely consulting all neighbouring properties when the applications were sent out for consultation.**

**It was Proposed by Councillor Dolton, Seconded by Councillor Kidley and  
RESOLVED: THAT Wallingford Town Council fully supports this application.  
Submission Reference:176141**

(x) Application Reference: P20/S3326/HH – Councillor Hughes  
Type: Householder  
Proposal: Proposed ground floor rear extension and first floor rear extension. Proposed pitched roof over existing flat roof.  
Address: 15 Barley Close Wallingford OX10 9BX

**Councillor Hughes reported that he could recommended fully supporting this application but that Bradford Brook needs to be protected.**

**It was Proposed by Councillor Hughes, Seconded by Councillor Whelan and**

**RESOLVED: THAT Wallingford Town Council fully supports this application but that all necessary precautions should be undertaken to protect Bradford Brook.**

**Submission Reference: 176142**

**311. DECISION NOTICES RECEIVED FROM SOUTH OXFORDSHIRE DISTRICT COUNCIL**

i) Application Number: P20/S2417/HH

Site Location: Ilewa 100 Charter Way

WTC response: No Objections

Decision: Planning Permission - **Noted**

ii) Application Number: P20/S0814/A & P20/S0820/LB

Site Location: 4 St Martin's Street

WTC response: No Objection

Decision: Consent to Display Advertisements & Listed Building Consent - **Noted**

iii) Application Number: P20/S2424/HH

Site Location: Millstone Cottage, 13 Thames Street

WTC response: Fully Support

Decision: Planning Permission - **Noted**

iv) Application Number: P20/S2167/LB

Site Location: 4 Kinecroft

WTC response: no objections but the following condition of an archaeological watching brief

Decision: Listed Building Consent - **Noted**

v) Application Number: P20/S2325/HH

Site Location: 53 Brookmead Drive

WTC response: No Objections

Decision: Planning Permission - **Noted**

vi) Application Number: P20/S2735/FUL

Site Location: 2-3 Old Buildings

WTC response: fully supported this application but that an archaeological watching brief was required.

Decision: Planning Permission – **Noted**

### **312. PLANNING APPLICATIONS TO BE NOTED BY COUNCILLORS**

(i) Application Reference: P20/S2424/HH

Type: Householder

Proposal: Amendment : No. 1 - dated 1st September 2020 Proposal : Replacement of PVCu window/door with timber; conservation roof lights to kitchen roof; replacement rainwater goods.(as amended by plan ref 01160/02B which shows the roof lights on the south slope to be non-openable and 2 roof lights on both south and north slopes).

Address: Millstone Cottage, 13 Thames Street - **Decision Notice issued -- Noted**

#### **CERTIFICATE OF LAWFUL DEVELOPMENT FOR:**

(ii) Application Reference: P20/S3088/LDP

Type: Lawful Development Permission

Proposal: Certificate of Lawful use for the formation of a habitable room in the roof space with a rear dormer.

Address: 36 Brookmead Drive - **Noted**

(iii) Application Reference: P20/S3175/LDP

Type: Lawful Development Permission

Proposal: Single storey side extension

Address: 11 Hurst Close - **Noted**

(iv) Application Reference: P20/S2120/LDE

Type: The applicant maintains the works (or use) as described in the application has been in continual operation (or has existed) for a sufficient period that it has now become lawful. (NB: This period is normally ten years, but in the case of most types of residential use or works it is four years).

Hence the certificate only seeks confirmation from the Local Planning Authority that the proposed development is lawful and I am unable to take any comments on the planning merits of the proposal into account.

However, if you have any information that you consider to be relevant to my considerations, please send it to me within 21 days of the date of this letter.

Proposal: Roof Balcony/Flat Roof

Address: 88c High Street - **Noted**

### **313. DISCHARGE OF CONDITIONS**

(i) Application Reference: P20/S2615/DIS

Type: Discharge of Conditions

Proposal: Discharge of conditions 3 - joinery, 4 - schedule of works for buildings and materials and 5 - contamination on application ref. P19/S1542/FUL Additions & Alterations, Change of Use

Address: 7 Mill Lane - **Noted**

**314. P20/S1179/FUL - LAND SOUTH OF HITHERCROFT ROAD WALLINGFORD OX10 9TA (HITHERCROFT WAY)**

SODC's planning committee considered this application on 23 September 2020.

Councillor Wilder reported that he had not been in attendance as he was on holiday. Councillor Wilder stated that he had contacted the District Council's Officer to find out the outcome and would report back to the committee Members as soon as possible.

**315. PLANNING ENFORCEMENT**

i) General Update – Latest list sent to District Councillors.

**Members had all received a copy of the enforcement list and the Senior Officer provided an update on:**

Case 7 Mill Lane in that this was discussed under minute 313i discharge of conditions.  
Case 13 Andrew Road – A very unkempt property and garden and the neighbours have a for sale sign up! Councillors Dolton and Kidley agreed to visit the property.

Members asked that the District Councillors are invited to the next planning committee meeting to discuss the enforcement cases.

II) Chairman to provide an update on New Barn Farm Gravel Pits, 58 St Mary's Street Mary Brooks) and Kinecroft Cottages / Blue Plaque.  
Councillor Wilder will follow up on all of these items.

The Senior Officer was asked to find out from the District Council's Conservation Officer if there is any progress with the Thames Street cottages.

**316. SOUTH OXFORDSHIRE'S DISTRICT LOCAL PLAN**

**See attached email**

Members noted that the emerging South Oxfordshire Local Plan is currently at the Examination stage. To give people a chance to have their say on the Modifications, South Oxfordshire District Council is carrying out a six-week consultation which runs from **Monday 21 September 2020 until midnight on 2 November 2020**. Local Plan webpage [www.southoxon.gov.uk/newlocalplan](http://www.southoxon.gov.uk/newlocalplan)

**Noted by Councillors and any comments to the next meeting.**



**317. NEIGHBOURHOOD PLAN**

The Mayor provided an update by email in that the inspector will be holding a meeting with the Neighbourhood Plan Steering Group on Wednesday 30<sup>th</sup> September 2020 regarding how to move forward with the Neighbourhood Plan with the referendum suspended and the Local Plan in flux. The Mayor also stated that he recently met with our MP who was keen to help see Wallingford's Neighbourhood Plan obtain its full and formal recognition as soon as possible.

**318. FUTURE AGENDA ITEMS**

District Councillors to be asked to attend the next meeting re enforcement cases.  
South Oxfordshire's Local Plan

**1950 Hours – The Meeting Closed**

2020.09.28 – Planning Ba

Chairman