

Public Document Pack

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Planning and Licensing Committee held at the Guildhall on Tuesday 17th September 2024 at 6.30 pm

PRESENT: Councillors: R Bickford, J Brady (Vice-Chairman), R Bullock, J Foster, S Lennox-Boyd, S Miller, J Peggs, B Samuels (Chairman), P Samuels and B Stoyel.

ALSO PRESENT: M Thomas (Senior Policy and Data Compliance Officer) and F Morris (Planning and General Administrator)

APOLOGIES: J Dent, S Gillies, M Griffiths, S Martin and L Mortimore.

62/24/25 HEALTH AND SAFETY ANNOUNCEMENTS.

The Chairman informed those present of the actions required in the event of a fire or emergency.

63/24/25 DECLARATIONS OF INTEREST:

- a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason	Left Meeting
J Foster	PA24/06420	Non-Pecuniary	Applicant is an acquaintance.	Yes
S Lennox-Boyd	PA24/06420	Non-Pecuniary	Applicant is an acquaintance.	Yes
S Lennox-Boyd	PA24/06164	Non-Pecuniary	Applicant is an acquaintance.	Yes

- b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

64/24/25 **PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY SPEAK ABOUT A PLANNING APPLICATION.**

None.

65/24/25 **TO RECEIVE AND APPROVE THE MINUTES FROM THE PLANNING AND LICENSING COMMITTEE HELD ON 20 AUGUST 2024 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor B Samuels, seconded by Councillor Foster and **RESOLVED** that the minutes of the Planning and Licensing Committee held on 20 August 2024 were confirmed as a true and correct record.

66/24/25 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

None.

67/24/25 **PLANNING:**

- a. To note that Councillor Lennox-Boyd will vote upon the information before her at the meeting but in the light of subsequent information received at Cornwall Council, Councillor Lennox-Boyd may vote differently at that meeting.
- b. To note that if Councillor Lennox-Boyd wishes to recommend opposite to the Town Council's view she will contact the Town Council by email. Considering time constraints, the Town Council will then hold an online poll of Councillors to determine whether to accept the Officer's view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next Town Council meeting. Members of the public may request, via the Clerk, to be copied into any correspondence.

c. Applications for consideration:

Councillor Lennox-Boyd declared an interest in the next agenda item and left the meeting.

PA24/06164

Mr & Mrs S Leverton – **Notter Farm Cottage Notter Saltash PL12 4RN**

Erection of 3 bay garage.

Ward: Trematon

Date received: 28/08/24

Response date: 20/09/24

It was proposed by Councillor Miller, seconded by Councillor Stoyel and resolved to **RECOMMEND APPROVAL.**

Councillor Lennox-Boyd was invited and returned to the meeting.

PA24/06184

Mr David Lewis FAB Group Holdings Limited – **161-163 Fore Street Saltash PL12 6AB**

Application for a Lawful Development Certificate for an existing use as Planning Use E(e): Commercial, Business and Service (Provision of Medical or Health Services).

Ward: Essa

Date received: 03/09/24

Response date: 24/09/24

It was proposed by Councillor Brady, seconded by Councillor Foster and resolved to **RECOMMEND APPROVAL.**

PA24/06323

Mr Michael Hearne – **109 St Stephens Road Saltash PL12 4BL**

First-Floor Rear Extension to Existing Dwelling.

Ward: Essa

Date received: 19/07/24

Response date: 18/09/24

It was proposed by Councillor Brady, seconded by Councillor Lennox-Boyd and resolved to **RECOMMEND APPROVAL.**

Councillors Foster and Lennox-Boyd both declared an interest in the next agenda item and left the meeting.

PA24/06420

Ms Les Richards Longmeadow Properties Ltd – **9 Lower Port View St Stephens Saltash PL12 4BY**

Demolish existing single garage and replace with double detached garage with home office/work space below without compliance of condition 2 of decision PA21/00921 dated 15/04/2021.

Ward: Essa

Date received: 20/08/24

Response date: 20/09/24

It was proposed by Councillor Bullock, seconded by Councillor P Samuels and resolved to **RECOMMEND APPROVAL** subject to Condition 3 as attached to the original application PA21/00921 remaining in place:

‘The detached garage/home office building hereby approved shall only be used for purposes incidental, namely as a garage and home office, to the enjoyment of the dwelling house known as 9 Lower Port View, Saltash and shall not be used, sold or let at any time as a separate residential unit of accommodation or commercial use’.

Councillors Foster and Lennox-Boyd were invited and returned to the meeting.

PA24/06767

Samuel Darby Technical Coordinator – **Treledan Saltash PL12 6PR**
Non material amendment in relation to Decision Notice PA14/02447 dated 13/10/17 – Amended parking schedule to match planning drawing (Plot 173 – 1 Parking space allocated instead of 2).

Ward: Trematon

Date received: 03/09.24

Response date: 18/09/24

It was proposed by Councillor Stoyel, seconded by Councillor Miller and resolved to **RECOMMEND APPROVAL**.

PA24/06871

Mr & Mrs Heap – **17 Pillmere Drive Saltash PL12 6XB**

First floor side extension.

Ward: Tamar

Date received: 05/09/24

Response date: 26/09/24

It was proposed by Councillor P Samuels, seconded by Councillor Peggs and resolved to **RECOMMEND APPROVAL**.

PA24/06917

Paul and Susannah Melling – **39 Lower Port View St Stephens Saltash PL12 4BY**

Alterations to windows, balcony, air source heat pump siting, shed and canopy, driveway widening.

Ward: **Essa**

Date received: 09/09/24

Response date: 30/09/24

It was proposed by Councillor Brady, seconded by Councillor Foster and resolved to **RECOMMEND APPROVAL**

68/24/25

TO RECEIVE RECOMMENDATIONS FROM THE TOWN VISION SUB COMMITTEE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received the recommendations from the Town Vision Sub Committee to review and develop their Strategic Priorities against their Actions and to consider a number of recommendations.

The recommendations for amendments to the Planning and Licensing Committee deliverables and actions were reviewed by Members.

It was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED** to approve the amendments to the Planning and Licensing Committee Business Plan Deliverables as follows and attached:

- a. Remove under 'Health and Wellbeing' the 'Aim' – To support and work with the Saltash Health Care Action Group when reviewing planning applications that are applicable – due to duplication of another 'Aim' – To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash;
- b. Refer under 'Health and Wellbeing' the 'Aim' – To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash – to 'Housing' because the 'Aim' fits better under that Strategic Priority;
- c. Remove under 'Housing' the 'Aim' – To ensure future housing projects and developments offer a variety of housing options inclusive of accessible properties – due to duplication of another 'Aim' – To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy;
- d. Remove under 'Housing' the 'Aim' – Special consideration be given to the Churchtown Farm development and resolution for occupation by Saltash residents – due to the 'Aim' not being achievable under the Town Council powers.

The Chairman then asked Members for input into the deliverables and if there were any actions missing. Following a discussion it was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED** to approve the Planning and Licensing Committee Business Plan Deliverables as attached and continue to monitor progress at each meeting.

69/24/25 **TO RECEIVE A REPORT ON MEMBERSHIP AND QUORUM LEVELS FOR THE PLANNING AND LICENSING COMMITTEE AND CONSIDER ANY ACTIONS.**

The Chairman referred to the report circulated with the agenda and asked Members to consider if the level of membership and quorum level of the Planning and Licensing Committee is reduced.

Members discussed the models from other Town Councils and whether there were any other solutions that would ensure the Planning and Licensing Committee is consistently quorate.

It was proposed by Councillor Brady, seconded by Councillor Lennox-Boyd and **RESOLVED** that:

1. The membership level and quorum to remain unchanged and to suggest that the new Town Council in May 2025 might wish to review the Terms of Reference of the Planning and Licensing Committee.
2. Councillor Peggs as Chairman of the Town Council to circulate an email to all Councillors reminding them of the need to submit timely apologies to the office in accordance with protocol.

70/24/25 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

71/24/25 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

72/24/25 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that the public and press be re-admitted to the meeting

73/24/25 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.


DATE OF NEXT MEETING

Tuesday 15 October 2024 at 6.30 pm

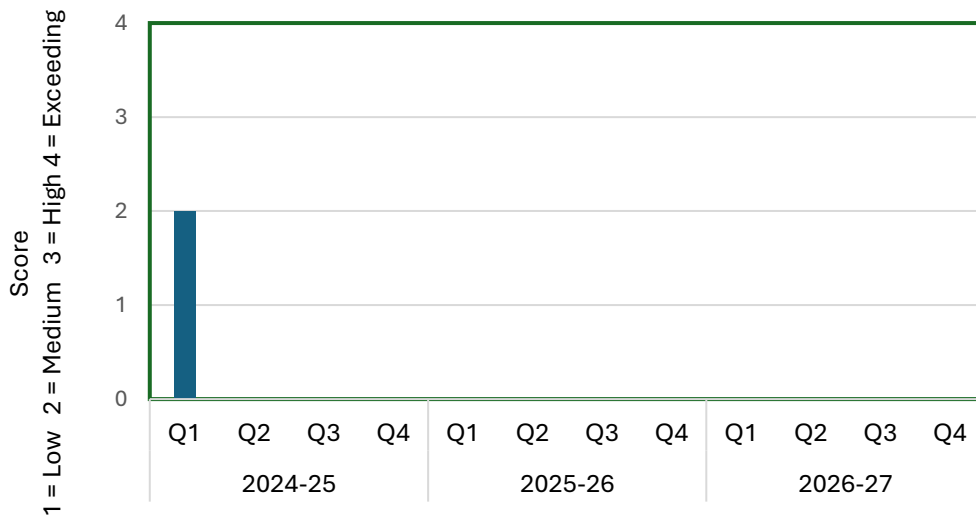
Rising at: 7.12 pm

Signed: _____
Chairman

Dated: _____

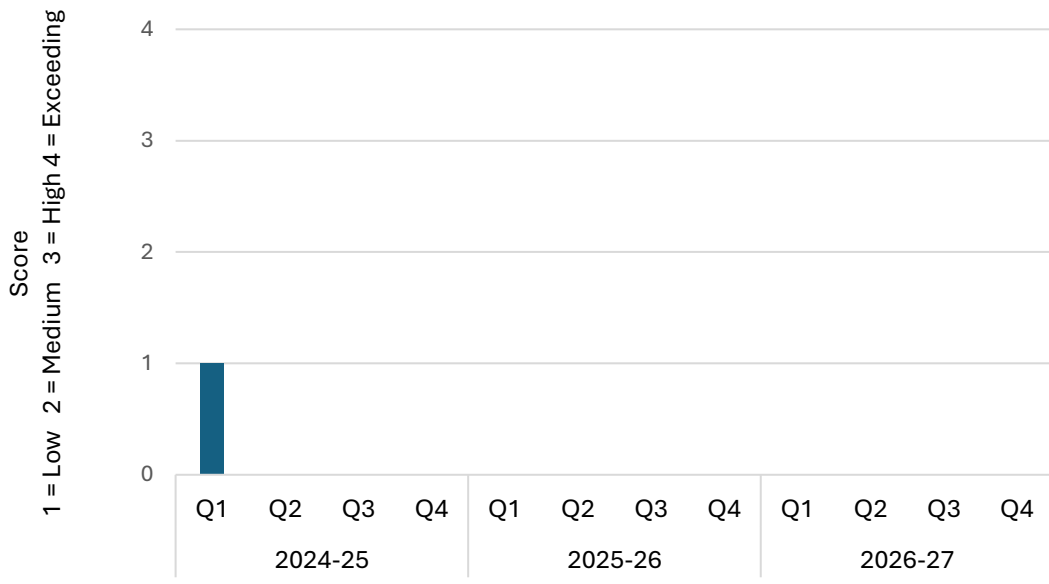
Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
 <p>To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.</p>		<p>To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately</p>	<p>Planning and Licensing applications</p> <p>Working in partnership with Cornwall Council to reach the right outcome for Saltash</p> <p>Training</p> <p>Awareness of economic opportunities</p> <p>National and Cornwall Local Plan Policy</p>	<p>Research Planning and Licensing applications and ensure all documentation is understood prior to consideration of the application</p> <p>Work within Planning Material consent</p> <p>Building good working relationships with Cornwall Council to achieve what Saltash deserves</p> <p>Councillors and staff to attend planning and licensing training when offered by Cornwall Council</p> <p>Refer to the National and Cornwall Local Plan Policy</p>	2	2			

Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity Aims of the Planning and Licensing Committee



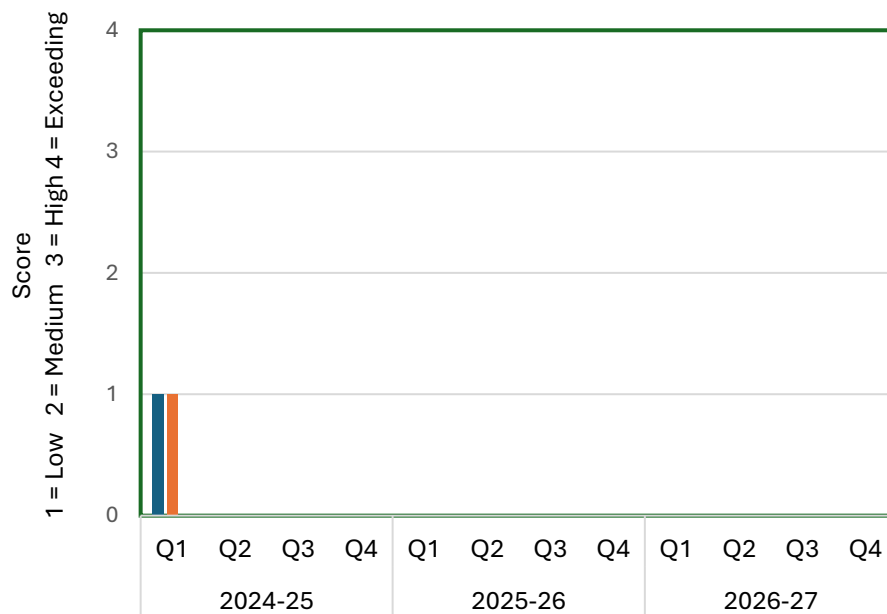
■ To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Planning and Licensing Committee




- To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash

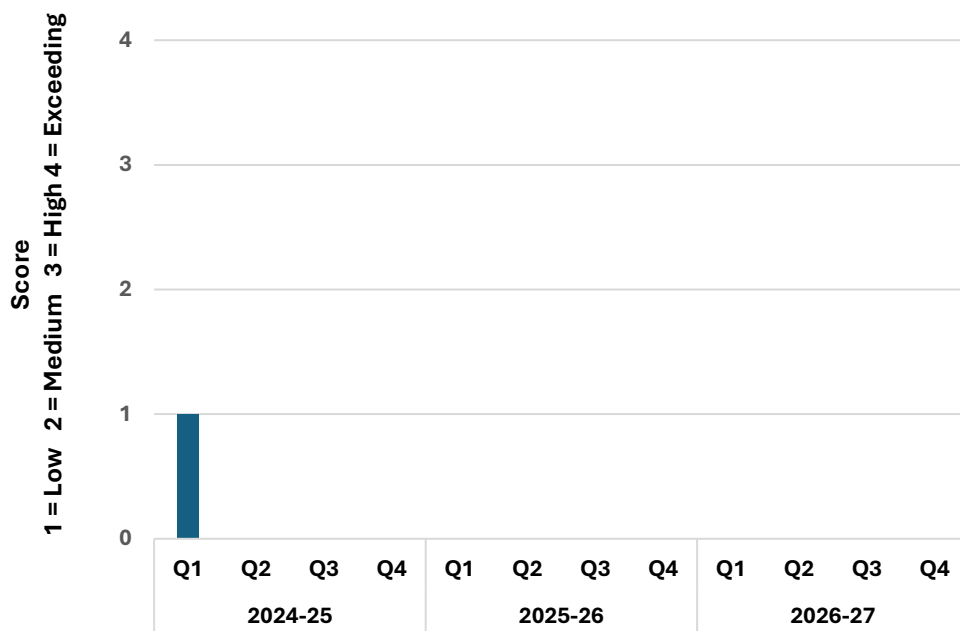
Business Plan
Strategic Priority 3 - Housing
Aims of the Planning and Licensing Committee



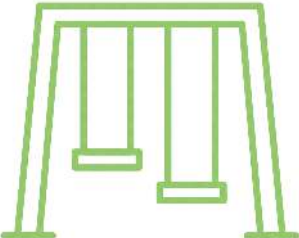
- To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy
- To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash
- To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash

Strategic Priority 4 - Travel and Transport		Aims of the Planning and Licensing Committee
	<p>To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.</p>	<p>The Planning and Licensing Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the committee</p>

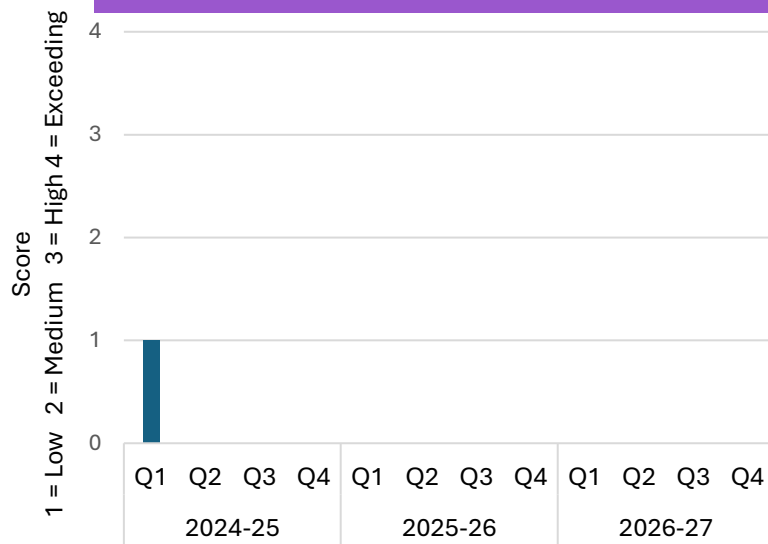
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Planning and Licensing Committee



■ **To continue to acknowledge a climate emergency and considerations given to planning and licensing applications to ensure developments are sustainable and meeting future climate demands**

Strategic Priority 6 - Recreation and Leisure		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	To support improvement in keeping with planning policies for open green spaces, leisure and recreational in review of planning and licensing applications in Saltash.	Being actively involved in the decision making process	Consideration as a Consultee to Planning applications to meet the growing demand for recreation and lesiure in Saltash	1	1			
			Partnership working	Refer to the Saltash Neighbourhood Development Plan for guidance on additional sport, recreation and lesiure facilities					
			Saltash Neighbourhood Development Plan	Refer to the National and Cornwall Local Plan Policy					
			National and Cornwall Local Plan Policy	Refer to the National and Cornwall Local Plan Policy					
			Cornwall Council Saltash Lesiure Centre Working Group	Seek the advice of Cornwall Council as required					
				Seek the advice of Saltash Lesiure Centre Working Group who have experience in lesiure services as required					

Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Planning and Licensing
Committee



- To support improvement in keeping with planning policies for open green spaces, leisure and recreational in review of planning and licensing applications in Saltash.