

# WARBLETON PARISH COUNCIL

## PLANNING and GENERAL PURPOSES COMMITTEE MEETING

To be held

**THE DUNN VILLAGE HALL, RUSHLAKE GREEN**

On

**TUESDAY 21<sup>ST</sup> JANUARY 2020 AT 9am**

### AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
  - 3.1. Minutes of the Planning and General Purposes Committee meeting held 29th October 2019
  - 3.2. Matters arising from the minutes not covered on the agenda  
08 – Audit Return - Explanation see attached Officer's report  
09 – Byelaws for The Green see attached Officer's report
4. **PUBLIC PARTICIPATION**
  - 4.1. Up to fifteen minutes will be available for the public to make representations, answer questions or give evidence in respect of any items of business included in the agenda
5. **PLANNING APPLICATIONS**
  - 5.1. Applications previously considered
    - 5.1.1. **WD/2019/0246/F – AMENDED PLANS TO BE CONSIDERED**  
Ghyllside, Flitterbrook Lane, Punnetts Town TN21 9PJ  
Proposed demolition of existing residential dwelling and outbuildings and construction of replacement dwelling.  
  
On 30<sup>th</sup> April 2019 the Parish Council objected to this application for the following reasons: "Whilst the Parish is in favour of a replacement dwelling on this site we have concerns about mass of the proposal with respect to the upper floor and potential overlooking issues to the South towards Spring Lodge"
  - 5.2. New applications
    - 5.2.1. **WD/2019/2576/F**  
Little Downgate, Battle Road, Punnetts Town TN21 9PD  
Proposal for a two storey extension to the rear of the building. To replace existing utility room to the side with an efficient single storey side extension and to remove and restore front porch.  
This new extension will create an additional bedroom with an en-suite and a large family kitchen on the ground floor and bi-folding doors to open up into the garden space.
8. **GENERAL PURPOSES**
9. **DATE OF NEXT MEETING**  
Tuesday 4<sup>th</sup> February 2020 9am

## **OFFICER'S REPORT**

### 3.2. Matters arising from the minutes not covered on the agenda

#### 08 – Audit Return

The Locum Clerk has spoken to PKF Littlejohn LLP and confirmed that last year the Council agreed to exempt itself from the audit and should have just completed Part 2 of the AGAR. The reason it can do this is because its income and expenditure [separately] is less than £25,000. However, Part 2 of the AGAR should be submitted by 1<sup>st</sup> July and this did not happen. PKF Littlejohn reported that two chase-up letters were sent to the Council and for this there is a charge of £40 per letter. Providing the same process is followed next year and the documentation is submitted in due time, there will be no charge.

#### 09 – Byelaws for The Green

Although the Locum Clerk has been unable to trace a copy of the Byelaws there is a draft 'Terms and Conditions for Booking and Use of The Green' as a hard copy but to date the Locum Clerk has been unable to find this electronically. The hard copy needs to be updated for discussion by committee and recommendation to Council.