

**Bourton-on-the-Water Parish Council**

**Minutes of a meeting of the Planning Committee meeting held at 6pm on Wednesday 17<sup>th</sup> April 2024  
in the Salmonsbury Room at The George Moore Community Centre**

**Those Present:** Cllr B Hadley (Chairman), Cllrs A Davis, M Macklin, M Samuel, and L Wilkins.

**In Attendance:** Sharon Henley (Clerk). Cllr A Roberts attended in an ex-officio capacity.

**Members of Public:** One.

The meeting started at 18.05 hours.

1. **Apologies for absence:** Cllrs L Hicks and S Tapper.
2. **Declarations of interest:** There were none.
3. **Approval of the draft Minutes of the meeting held on 20<sup>th</sup> March 2024.** The committee RESOLVED that the minutes were a true record of the meeting.
4. **Public Session:** No matters were raised.
5. **Matters arising:**
  - a. Update from CDC on signage for Harrington House and the Candy shop. There had been no updates from CDC but application 24/00546/ADV which forms part of this agenda relates to the Candy Shop.
  - b. Community Emergency Plan. Cllrs Davis and Hicks were working on the updated draft and checking that volunteers were still willing to participate. The Clerk to re-send a copy of the version updated by Cllr Hadley to Cllr Davis.

6. **Planning & Licensing Applications:** The following responses were agreed:

	Ref	Address	Proposal	Deadline
a	<a href="#">24/00692/LBC</a>	Chartres House, Victoria Street, Bourton-on-the-Water GL54 2BT	Repair and modernisation works to listed property, including damp proofing, new lighting, and new finishes internally	02/05/2024
<b>Comments:</b> The Parish Council has no objection, subject to the Conservation Officer also having no objection.				
b	<a href="#">24/00750/FUL</a>	16 Rye Close, Bourton-on-The-Water GL54 2EB	Erection of two storey rear extension	23/04/2024
<b>Comments:</b> The Parish Council would want to be satisfied that this application is within the planning framework but otherwise has no objection.				
c	<a href="#">24/00817/FUL</a>	The Perfumery Cottage Victoria Street Bourton-on-the-Water GL54 2BU	Installation of ground mounted solar PV panels and erection of traditional wattle screening fence within rear garden	25/04/2024
<b>Comments:</b> The Parish Council has no objection.				
d	<a href="#">24/00818/LBC</a>	The Perfumery Cottage Victoria Street Bourton-on-the-Water GL54 2BU	Installation of ground mounted solar PV panels and erection of traditional wattle screening fence within rear garden	25/04/2024
<b>Comments:</b> The Parish Council has no objection subject to the Conservation Officer also having no objection.				
e	<a href="#">24/00546/ADV</a>	Duttons, High Street, Bourton-on-the-Water	Advert Application for Replacement non-illuminated front fascia sign (retrospective)	29/04/2024
<p><b>Comments:</b> The Parish Council objects to the sign for Once Upon a Candy Shop. It is not suitable, not in the Cotswolds vernacular and not in accordance with the following guidance: Communities and Local Government 'Outdoor Advertisements and Signs: a guide for advertisers' and the Local Plan Cotswold Design Code items 6 (Shop Fronts) and 7 (Signage).</p> <p>The site is within the Bourton-on-the-Water Conservation Area and the Cotswolds National Landscape whose statutory duty is to preserve and enhance. CDC's Conservation Officer is asked for their input on this application. The Parish Council has requested an Enforcement Order by CDC and first contacted CDC in August 2022 to draw this sign to their attention. The sign is out of character with the other shop fronts and looks visually substantially different from the other shop signs in the area.</p> <p>We regret the fact that this is another retrospective Planning Application.</p>				

7. **Late Planning or Licensing Applications or Decision Notices:** The following responses were agreed for submission under Clerk's delegated authority.

<b>(a) Planning Applications</b>				
	<b>Ref</b>	<b>Address</b>	<b>Proposal</b>	<b>Deadline</b>
a	<u>24/00893/FUL</u>	Lower Marsh Farm, Marshmouth Lane, Bourton-on-the-Water, Cheltenham Gloucestershire GL54 2EE	Demolition of Lower Marsh Farmhouse and existing outbuildings; demolition of existing collection of farm buildings to the south of the farmhouse. Erection of a new complex of farm buildings and a new farmhouse, along with landscape enhancements, including the creation of new woodland - Variation of conditions 2 (plans), 7 (door and window details) and 14 (surface water drainage scheme) of permission 23/00040/FUL	6 <sup>th</sup> May 2024
<b>Comments:</b> The Parish Council has no objection but would be pleased to see efforts made to keep light pollution in this sensitive area to a minimum.				

<b>(b) Late Decision Notices</b>				
	<b>Ref</b>	<b>Address</b>	<b>Proposal</b>	<b>Decision</b>
a	23/03953/FUL	The Garden Café, Moore Road, Bourton-on-the-Water GL54 2AZ	Proposed change of use of ground floor cafe to self-catering accommodation	Refused
<b>Comments:</b> The Parish Council had no objection. Decision notice in Dropbox.				
b	23/00215/ADV	De La Hayes Restaurants, High Street, Bourton-on-the-Water, Gloucestershire GL54 2AP	Installation of 3 no. illuminated fascia signs, 1 no. illuminated pictorial sign, 11 no. LED floodlights and 2 no. menu case holders	Refused
<b>Comments:</b> The Parish Council neither objected nor supported the application but had the following comments: We would be guided by the Conservation Officer in respect of the number of floodlights. We note that the requirements under CDC's Local Plan 2011-2031, Appendix D – Cotswold Design Code is that the lights should be turned off after the hours of business. We regret the fact that the work seems to have already started in respect to electrical wiring.				
c	23/00216/LBC	De La Hayes Restaurants, High Street, Bourton-on-the-Water, Gloucestershire GL54 2AP	Installation of 3 no. illuminated fascia signs, 1 no. illuminated pictorial sign, 11 no. LED floodlights and 2 no. menu case holders	Refused
<b>Comments:</b> The Parish Council neither objected nor supported the application but had the following comments: We would be guided by the Conservation Officer in respect of the number of floodlights. We note that the requirements under CDC's Local Plan 2011-2031, Appendix D – Cotswold Design Code is that the lights should be turned off after the hours of business. We regret the fact that the work seems to have already started in respect to electrical wiring.				

8. **Decision Notices:** The following were noted:

	<b>Ref</b>	<b>Address</b>	<b>Proposal</b>	<b>Decision</b>
a	23/03613/FUL	Box Bush High Street Bourton-on-the-Water	Alterations and refurbishment works, including conversion into four flats, erection of extensions and a dwelling.	Approved
<b>Comments:</b> The Parish Council had no objection, subject to the Conversation Officer's approval.				

b	23/03614/LBC	Box Bush High Street Bourton-on-the-Water	Alterations and refurbishment works, including conversion into four flats, erection of extensions and a dwelling.	Approved
<b>Comments:</b> The Parish Council had no objection, subject to the Conversation Officer's approval.				
c	23/03729/FUL	Bow House, Bow Lane, Bourton-on-the-Water	New rooflights, window and internal alterations.	Approved
<b>Comments:</b> The Parish Council had no objection.				
d	23/03730/LBC	Bow House, Bow Lane, Bourton-on-the-Water	New rooflights, window and internal alterations.	Approved
<b>Comments:</b> The Parish Council had no objection.				
e	23/04022/FUL	Lankett House, Bourton Hill, Bourton-on-the-Water GL54 2LF	Erection of a replacement dwelling, detached garage and associated works - Variation of condition 2 (plans) of permission 20/00120/FUL to enable amendments to design of approved development.	Approved
<b>Comments:</b> The Parish Council had no objection.				
f	24/00155/FUL	Land Parcel Representing Manor Fields Site, Station Road, Bourton-on-the-Water	Use of agricultural land for public car parking (Amendment)	Withdrawn
<b>Comments:</b> The Parish Council objected in terms of loss of Green Space, wear and tear, dust, SAM site status, Local Plan policies.				
g	C/24/00057/PRMA	Chalice Mead Limited Unit 1 Old Station Yard Business, Centre Meadow Way Bourton-on-the-Water Cheltenham Gloucestershire GL54 2RZ	New Premises Licence	Current Licence (issued)
<b>Comments:</b> The Parish Council had no objection. The Parish Council noted that for the applications that are withdrawn, the documents are no longer available to be viewed for comparison in the case of a subsequent application.				
h	24/00234/FUL	Ebley Tyre And Auto Services, Lansdowne, Bourton-on-the-Water	Ebley Tyre And Auto Services, Lansdowne, Bourton-on-the-Water	Approved
<b>Comments:</b> The Parish Council had no objection if the wall was in-keeping with other walls in the area in terms of height.				
i	24/00098/LBC	Marstons Plc, The Kingsbridge Inn, Riverside Bourton-on-the-Water Cheltenham	Form larger external bar at Marstons Plc	Withdrawn
<b>Comments:</b> The Parish Council had no objection.				
j	24/00447/TPO	Waterfront Tea Room, Victoria Street, Bourton-on- the-Water GL54 2BX	T1: Black Walnut Full crown reduction of approximately 2m and crown lift to 4m as it's very close to building and dropping debris over seating area	Approved
<b>Comments:</b> The Parish Council deferred to the opinion of the Tree Officer.				
k	24/00457/FUL	12 Gorse Close Bourton-on- the-Water, Cheltenham Gloucestershire GL54 2EG	Proposed front porch	Approved
<b>Comments:</b> The Parish Council had no objection.				

9. **Cotswold District Council's Local Plan Update Consultation (Paper 1):** To agree final responses to the Consultation. The Committee RESOLVED that comments from Cllrs Hadley and Roberts should be submitted by the Clerk, as per Paper 1. Cllr Davis had received comments from Cllrs Wilkins and Wareing

and it was agreed that these would be submitted separately by Cllr Davis and a copy sent to the Clerk for future reference.

10. **Appeal Update Notification re. 22/04004/FUL Grafters, Fosseway, Lower Slaughter, Cheltenham, Gloucestershire GL54 2EY (Paper 2):** Re: APP/F1610/W/23/3327512 The appeal hearing was cancelled because the Environment Agency had not updated their position and because of the appeal's narrow focus it was thought this could be addressed in writing. This was noted.
11. **Local Government Boundary Commission final recommendations for GCC – see [Overview](#) and [News release](#):** The Committee noted the following recommendations: The division name stays as Bourton-on-the-Water and Northleach. It will have one councillor. The transfer of the two parishes of Lower Slaughter and Upper Slaughter from the previous Stow-on-the-Wold division into the Bourton-on-the-Water and Northleach division. This would result in a forecast electorate variance of 5% from the county average by 2029.
12. **Draft Schedule of Planning Meetings 2024-25 (Paper 3):** To review proposed dates and agree schedule for ratification at the Annual Council Meeting. The Committee made some suggested amendments to the full list of dates.
13. **Correspondence:** There were no items.
14. **Items to Note only:** There were no items.
15. **Date of Next Meeting:** 6pm on Wednesday 8<sup>th</sup> May 2024 in Salmonsbury Room.

There being no further business the meeting closed at 18.59 hours.