

Bourton-on-the-Water Parish Council
Minutes of the Planning Committee meeting held at 6pm on Wednesday 28th February 2024
in the Salmonsbury Room at The George Moore Community Centre

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

In Attendance: Sharon Henley (Clerk).

Members of Public: None.

1. **Apologies for absence:** Cllrs M Macklin and S Tapper. District Cllr J Wareing. These were noted.
2. **Declarations of interest:** Cllr Hicks declared a non-pecuniary interest in The Kingsbridge as family member is employed there.
3. **Approval of the draft Minutes of the meeting held on 24th January 2024.** APPROVED.
4. **Public Session:** None present.
5. **Matters arising:** Cllr Wilkins arrived during this item.
 - a. Update from CDC on signage for Harrington House and the Candy shop: The Clerk emailed CDC Council Leader, CEO and Planning Enforcement and received a response to advise that an additional contractor had been recruited from Monday 5th February and these cases would be allocated to them. As there had been no updates on either case the Clerk to upload both cases to CDC's Planning Enforcement web portal.
6. **Planning & Licensing Applications:** The following responses were agreed:

	Ref	Address	Proposal	Deadline
a	24/00234/FUL	Ebley Tyre And Auto Services, Lansdowne, Bourton-on-the-Water	Demolition of commercial buildings, change of use to residential, erection of 3no. dwellings (1no. detached dwelling and 2no. flats), residential garage/store, with associated works. Variation of conditions 1 (plans) and 11 (front boundary wall) of permission 23/01509/FUL to alter height and construction of front boundary wall	27/02/2024 – extension to deadline agreed. New details 27/02 and new deadline of 05/03/2024.
Comments: The Parish Council has no objection if the proposed new height of the wall will be in-keeping with the other walls in the area.				
b	24/00098/LBC	Marstons Plc, The Kingsbridge Inn, Riverside, Bourton-on-the-Water, Cheltenham	Form larger external bar at Marstons Plc	29/02/2024
Comments: The Parish Council has no objection because this application is in a secure area so is different from the previous application from a nearby pub which has a separate garden and a public highway in-between.				
c	24/00268/FUL	Frogmere, Rissington Road, Bourton-on-the-Water	Erection of single storey extension, additional roof gable dormer to create terrace and associated works	11/03/2024
Comments: The Parish Council has no objection.				

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

Late Planning Applications				
	Ref	Address	Proposal	Deadline
a	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	14/03/2024

Comments: The Parish Council defers to the opinion of the Tree Officer.				
b	<u>24/00457/FUL</u>	12 Gorse Close, Bourton-on-the-Water GL54 2EG	Proposed front porch	15/03/2024
Comments: The Parish Council has no objection.				

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

	Ref	Address	Proposal	Decision
a	Planning Appeal APP/F1610/X/22/3 312769 and application ref. 22/01898/CLEUD (Paper 1)	Valley View Park, Old Gloucester Road, Bourton-on-the-Water, Gloucestershire GL54 3BH	Certificate of Lawful Existing Use or Development under Section 191 of the Town and Country Planning Act 1990 for use of: ii. Area 'B' as recreation, incidental to the caravan site	Appeal Dismissed.
Comments: The Parish Council responded to the original application to request that residents' comments were taken into consideration.				

9. **Responses submitted by Clerk's delegated authority in between meetings:**

	Ref	Address	Proposal
a	24/00303/TCONR	Chester House Hotel, Victoria Street, Bourton-on-the-Water GL54 2BS	T1 Lime - re-pollard - size of new growth becoming an issue. T2 - Lime - re-pollard
Comments: The Parish Council has no objection, subject to the Tree Officer also having no objection.			

10. **C/24/00031/PRMA Coach and Horses, Fosseway, Bourton-on-the-Water Cheltenham Gloucestershire GL54 2HN application for a New Premises Licence:**

- To note arrangements for licensing hearing on Thursday 29th February (Paper 2a and see [Agenda details on CDC website](#)). These were noted and Cllr Davis to attend the hearing.
- To approve a proposal from Cllrs Davis, Hadley, Hicks and Wilkins to withdraw objections submitted to CDC following an amendment to the proposals by the applicant (Paper 2b).

The applicant met with Parish Councillors to discuss their concerns and subsequently wrote to propose the following amendments to the application:

Sale of Alcohol by Retail – reduced in line with other pubs in the area – 11.00 to 23.00 per day, seven days per week.

Recorded and live music permitted indoor only in line with Sale of Alcohol by Retail 11.00 to 23.00 per day

Live music permitted outside until 21.00 daily due to this pub being in a residential area, with multiple gardens backing onto the pub grounds.

New Years Eve – the current application mirrors the 36 hours granted under the old “Justices Licence” and this is one of those grandfather rights which was granted as part of the Licensing Act conversion. To alleviate concerns, I propose a Non Standard timing of 11.00 to 00.30 on New Years Eve and Christmas Eve for the Sale of Alcohol by Retail, Record and Live music (indoors only)

Remove “Sporting events” from the application.

Remove “Film” from application from the application.

A condition to be added with regard to all doors and windows being closed during regulated entertainment.

This email was also forwarded to the Clerk by CDC's Licensing Officer.

The Committee RESOLVED to withdraw all objections to the application on the basis that all of the amendments contained in the applicant's email were made to the application.

- Community Emergency Plan (Paper 3):** To review updated document by Cllr Davis and agree further actions required. It was noted that some additional information, checks and contact details were required. Cllr Hadley to review the draft, followed by Cllrs Hicks and Davis and the updated document to be presented for approval at the next meeting.
- Cotswold District Council's Local Plan Update Consultation (Paper 4):** To agree a method of co-ordinating a response to the consultations. Masterplan deadline 17th March and Local Plan Update deadline 24th

March. The Committee were advised of an extension to deadline to the Local Plan consultation until 7th April. It was noted that the Masterplan referred to Cirencester Central Area only so it may not be relevant for the Parish Council to comment. Hard copies of the consultation documents were circulated but it was noted that all soft copies were available at <https://www.cotswold.gov.uk/planning-and-building/planning-policy/evidence-base-and-monitoring/>

Cllr Davis to review the documents and comments to be agreed at the next Planning meeting.

13. **Changes to CDC's Planning Protocol (Paper 5):** To review paper by District Cllr Len Wilkins and agree any actions required. The changes to current practices included that planning applications could not be called in by the Ward Councillor unless they made a submission with material considerations to the Planning Review Panel. This submission must be considered relevant by the Panel before the referral is accepted. From 1st April there would be a limited period of 28 days to call in an application to the Planning Committee. However, this would begin from the date the application was validated and not from the date of the Planning Officer's decision to permit or refuse. As the Review Panel only meets once a month it would require Parish and Town Clerks to liaise urgently with the Ward Councillor and Planning Officer if they had concerns about an application, prior to the Planning Officer making a decision. The Committee agreed to monitor the way this would work in practice and route any planning through either planning or full Council as the Committee currently only met every three weeks. A new annual meeting schedule would be approved in May, so scheduling changes could be made at this point if necessary.
14. **Government Short Term Lets Register (Paper 6):** To note proposed changes to planning rules. The proposal was that short term lets would be subject to the planning process. The Committee welcomed the proposals. For existing B&Bs it was understood that CDC would be creating a database of properties. Cllr Davis highlighted that CDC were looking at charging double Council Tax on any short term let properties, as was the case in some other areas.
15. **Correspondence:**
 - a. Email and information from resident regarding Smiths of Bourton (Papers 7a & b). A resident had raised repeated concerns about the activities of the business which allegedly contravened planning conditions. The Clerk to report the matter to CDC's Planning Enforcement for review but to advise the resident that was the extent of the powers that the Parish Council had in planning enforcement matters.
 - b. Late correspondence: Notification in Dropbox of C/24/00059/PRMV - The Cotswold Brewing Company - Notice of Hearing on Tuesday 12th March at 14.00 hours. This was noted and Cllr Davis to attend.
 - c. Late item in Dropbox by District Cllr Len Wilkins – CDC's new web reporting tool for reporting a breach of planning regulations was available, see <https://www.cotswold.gov.uk/planning-and-building/planning-permission/report-breach-of-planning-regulations/>
16. **Items to Note only:** Cllr Davis to report at the next Planning Meeting on the Competition and Markets Authority investigation into Leasehold, Freehold and Estate Management. One of the major conclusions was that estate management was to be replaced by a return to Council adoption under s106 in nearly all future cases.
17. **Date of Next Meeting:** 6pm on Wednesday 20th March 2024 in Salmonsbury Room.

There being no further business the meeting closed at 18.53 hours.