

**Bourton-on-the-Water Parish Council**  
**Minutes of a Planning Committee meeting held at 6pm on Wednesday 8<sup>th</sup> February 2023**  
**in the Windrush Room at The George Moore Community Centre**

**Those Present:** Cllr A Davis (Chairman), Cllrs B Hadley, L Hicks, A Roberts, J Wareing, L Wilkins.

**In Attendance:** Sharon Henley, Clerk, District Cllr Richard Keeling.

**Members of Public:** None.

1. **Apologies for absence:** Cllr M Macklin.
2. **Declarations of interest:** There were none.
3. **Approval of draft Minutes of the meeting held on 11<sup>th</sup> January 2023:** APPROVED.
4. **Public Session:** None present.
5. **Matters arising:**
  - a. Adoption of bus shelters in Station Road and request for funding for maintenance from Bloor Homes: Cllr Davis was preparing wording for the letter to Bloor Homes.
  - b. Sign at The Candy Shop: CDC Planning Enforcement advised that, following an enforcement meeting they had contacted the shop owners again to request an application be submitted within 28 days. Should no application be received they may consider formal enforcement action.
  - c. Cotwolds National Landscape Management Plan and Dark Skies survey completion: These had been submitted. Information had just been received on two additional consultations; the first on two district council Local Plan documents and the second on a government consultation on changes to national planning policies. It was agreed that responses would be decided via email and submitted through clerk's delegated authority if the deadlines were prior to the next meeting. Otherwise, they would be added to the next Planning meeting agenda for consideration.
  - d. Complaint to CDC on planning applications: No further updates.
  - e. Pedestrian entrance onto Moors Lane from Roman Way: A letter had been written by the Clerk but no response was received.
  - f. Sign at the Coach and Horses public house: A case was raised by Planning Enforcement under 23/00002/SADV on 3<sup>rd</sup> January but there had been no further updates.
  - g. 22/01626/FUL The Dial House, retention and siting of a tipi: The agreed submissions were made to CDC's Planning and Licensing Departments. Following the meeting it was also noted that there had been a variation to premises licence recently approved under C/22/01331/PRMDPS and the Clerk wrote to ask why the Parish Council had not been consulted. Licensing Dept's response was that the Parish Council would not be consulted on this type of application. The only consultee was the Police as there was no change to the licensable activities.
  - h. Meeting at Lower Marsh Farm, Marshmouth Lane: Cllrs Davis and Wilkins attended an on-site meeting with the owners to review the location of the application 23/00040/FUL, for consideration in item 6b.
  - i. 22/03732/FUL Warmstones, Springfield, change of use only from residential garage to hairdressing salon. Cllr Maunder had advised that, although he asked for this application to be considered by CDC's Planning Committee, there was considered to be insufficient grounds for referring the application and it had been decided under delegated authority. The application was now approved by CDC, see item 7e.
6. **Planning & Licencing Applications:** Responses were agreed to the following:

	Ref	Address	Proposal	Deadline
a	<a href="#">23/00026/FUL</a>	88 Roman Way, Bourton-on-the-Water GL54 2HD	Erection of single storey rear extension and demolition of existing conservatory	Extension agreed to 9 <sup>th</sup> Feb 2023
<b>Comments:</b> The Parish Council has no objection.				
b	<a href="#">23/00040/FUL</a>	Lower Marsh Farm, Marshmouth Lane, Bourton-on-the-Water 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	Extension agreed to 9 <sup>th</sup> Feb 2023

			enhancements, including the creation of new woodland	
<b>Comments:</b> The Parish Council supports this application, especially on environmental grounds.				
c	<a href="#">23/00270/TPO</a>	Bourton Farmers Market, Countrywide Stores, Station Road, Bourton-on-the-Water	As per Tree Constraints Plan - T17 Horse Chestnut - Tree is 50% dead. Remove prior to any redevelopment of the site, T21-Field Maple-Remove prior to any redevelopment of the site	20 <sup>th</sup> Feb 2023
<b>Comments:</b> The Parish Council would like to support the findings of CDC's Tree Officer.				
d	<a href="#">23/00215/ADV</a>	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	2 <sup>nd</sup> March 2023
<b>Comments:</b> The Parish Council neither objects nor supports the application but has 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 of electrical wiring. (The same comments were agreed for <a href="#">23/00216/LBC</a> at item 7d).				
e	<a href="#">23/00207/LBC</a>	Dial House Hotel, High Street, Bourton-on-the-Water, Gloucestershire GL54 2AN	Erection of signage on listed/curtilage listed structures (Retrospective)	2 <sup>nd</sup> March 2023
<b>Comments:</b> The Parish Council objects to the application on the grounds of excessive signage which is intrusive and out of character. Signs number 1, 10 and 11 should be particularly highlighted in this respect. The signs are in the curtilage of a listed building and in a Conservation Area and we defer to any comments made by the Conservation Officer. We regret that this again is a retrospective planning application.				
f	<a href="#">23/00220/ADV</a>	Dial House Hotel, High Street, Bourton-on-the-Water, Gloucestershire GL54 2AN	External freestanding/wall mounted signs within curtilage of the Dial House (Retrospective)	2 <sup>nd</sup> March 2023
<b>Comments:</b> As for 23/00207/LBC at item 6e above.				

#### 7. Late Planning or Licensing Applications or Decision Notices:

	Ref	Address	Proposal	Deadline
a	<a href="#">23/00242/FUL</a>	Penguin Barn, Marshmouth Lane, Bourton-on-the-Water GL54 2EE	<p>Conversion of penguin shed to a single dwellinghouse and associated works - Variation of condition 2 (plan numbers) of permission 22/02106/FUL to enable amendments to design of approved scheme.</p> <p>Condition Number(s): 2 The development hereby approved shall be carried out in accordance with the following drawing number(s): 3055-002 A, 3055-003 A, 3055-004 B, 3055-005 B.</p> <p>Conditions(s) Removal:</p> <p>To obtain financing for the proposed conversion, the building must be covered by max. 50% timber cladding The building, as proposed, will be fully clad. It is therefore proposed to introduce natural stone elements to reduce the amount of timber cladding Remove drawing references 3055-004 B and 3055-005 B from Condition 2</p>	24/02/2023

			and replace with drawings PH.B.CON.07 Rev B and PH.B.CON.08	
<b>Comment:</b> The Parish Council has no objection.				
b	<a href="#">22/04138/FUL</a>	Leven House, Bow Lane, Bourton-on-the-Water GL54 2DJ	Demolition and replacement of existing rear extension, addition of windows, demolition of garage and erection of self-contained ancillary annex and addition of new vehicular gate <b>(New details)</b>	24/02/2023
<b>Comments:</b> The Parish Council has no objection, subject to the Conservation Officer having no objection.				
c	<a href="#">22/04139/LBC</a>	Leven House, Bow Lane, Bourton-on-the-Water GL54 2DJ	Demolition and replacement of existing rear extension, internal works, addition of windows, demolition of garage and erection of self-contained ancillary annex and addition of new vehicular gate <b>(New details)</b>	24/02/2023
<b>Comments:</b> As for <a href="#">22/04138/FUL</a> at 7b above.				
d	<a href="#">23/00216/LBC</a>	De La Hayes Restaurant, High Street, Bourton-on- the-Water GL54 2AP	Listed Building Consent for Installation of external signage and lighting	28/02/2023
<b>Comments:</b> The Parish Council neither objects nor supports the application but has 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 of electrical wiring. (The same comments were agreed for <a href="#">23/00215/ADV</a> at item 6d above).				
<b>Planning &amp; Licensing Applications – Decision Notices</b>				
	<b>Ref</b>	<b>Address</b>	<b>Proposal</b>	
e	22/03743/FUL	Warmstones, Springfield, Bourton-on-the-Water GL54 2DF	Change of use from residential garage (use class C3) to hair salon (use class E)	
Decision: Approved. BoWPC submitted the following objection: “The Parish Council objects as this is a commercial operation on a residential estate. This use class will conflict with that. The change may also result in an increase in vehicle movements and parking considerations”.				

8. **Decision Notices:** To note any decision notices received.

	<b>Ref</b>	<b>Address</b>	<b>Proposal</b>
a	22/03477/FUL	43 Roman Way, Bourton-on- the-Water GL54 2EW	Erection of a single storey rear and side extension. Including loft conversion and other associated works
<b>Decision:</b> Approved.			
b	22/03567/ADV	Unit 3, Beech Court, Bourton Industrial Park, Bourton-on- the-Water GL54 2SB	Advertisement consent for the installation of exterior illuminated and non-illuminated commercial signs
<b>Decision:</b> Approved. BoWPC objected to the exterior lights facing the Fosseway and asked that it should be lit only when the shop is open. In addition, requested the class 4 signage was restricted to the entrance frontage and communal car park only.			
c	22/03724/FUL	Unit 3, Beech Court, Bourton Industrial Park, Bourton-on- the-Water GL54 2SB	Installation of condenser units and drop box to front of commercial building
<b>Decision:</b> Approved. BoWPC submitted no objection.			
d	22/04468/TCONR	Grey Gables, Bow Lane, Bourton-on-the-Water GL54 2DJ	Mature Blue Atlas Cedar Reduce overall crown symmetry by approximately 1.5 - 2.5 metres in branch length Remove major deadwood
<b>Decision:</b> No objection. BoWPC submitted no objection.			

9. **Planning Appeal: Valley View Park, Old Gloucester Road, Bourton-on-the-Water, GL54 3BH (Paper 1):**  
To agree any written representations for submission. An appeal ref APP/F1610/X/22/3312769 had been made against the decision to refuse application number 22/01898/CLEUD and the Parish Council was invited to submit written comments to the Planning Inspector by 20<sup>th</sup> February. A letter from the local residents had also been circulated to the Committee via email.  
The Parish Council's previous comment on the application were 'The Parish Council strongly recommends that the submissions of the local residents are taken into account as they would have the best evidence.' Following discussion, the Clerk was asked to resubmit the same wording to the Planning Inspector.
10. **Clarifying the position regarding retrospective planning applications as a material planning consideration:** Cllr Davis provided an update. However, the case referenced had not yet been identified. This would be reported at a future meeting.
11. **Correspondence:** There was none.
12. **Items to Note only:** There were none.
13. **Date of Next Meeting:** 6pm on Wednesday 22nd February 2023 in the Windrush Room. Cllrs Hicks and Wilkins sent their apologies. Cllr Macklin was expected to attend the next meeting following his absence, but the Clerk to confirm as Cllr Wareing would otherwise be invited to attend as he had been acting as temporary replacement.

There being no further business the meeting closed at 18.57 hours.