

**Westwell Parish Council**  
**Minutes of a virtual Meeting of the Parish Council**  
**Held on Wednesday 8<sup>th</sup> December 2020 at 7.00pm using Zoom**

**1. Present and Apologies**

CLr Mrs Drury (Chairman), CLr Bainbridge (Vice-chairman), CLr Mrs Wyatt, CLr Mrs Richards, CLr Ms Farrington, CLrs Butcher and Lister, and Mrs S Wood (Clerk). Apologies were received from CLr Hutchinson (prior commitment). Three members of the public were present.

**2. Declarations of Interest**

CLr Mrs Wyatt: Planning application 20/01620/AS (Voluntary declaration).  
 CLr Mrs Richards: Planning application 20/01545/AS (DPI as the applicant).

**3. Planning**

**3.1 Planning applications**

**3.1.1 20/01505/AS Broadstone Cottage, The Street, Westwell  
 Construction of driveway to allow access to Broadstone Cottage**

The meeting was suspended to allow the applicant to address the Parish Council.

Mr Kydd stated that following the Parish Council site meeting he had sought pre-application advice as suggested, which was that a planning application would be required. An easement from the Parish Council is also needed because the access will be across the Parish Council-owned cemetery access lane; the Parish Council's legal costs will be borne by Mr Kydd. Neighbours have been spoken to and the required notices posted (provided by ABC).

The meeting was reconvened.

The engineering drawings in the application were welcomed as they manage the change in levels from the driveway to the cemetery access lane. It was proposed that a site visit be held on 9<sup>th</sup> December at 11.30am to inform the Parish Council's comments on the application.

**Resolved:**

**That a site visit be held on 9<sup>th</sup> December 2020 at 11.30am after which the Parish Council's comments will be agreed. ACTION: CD / CB / TW / LF / SW**

CLr Mrs Richards left the meeting.

**3.1.2 20/01545/AS Lacton Manor, Westwell Lane, Westwell**

**Variation of condition 2 (approved plans) on planning permission 18/01558/AS(Change of use and conversion of one existing farm building to provide two holiday lets and change of use and conversion of one existing farm building for games room / alfresco dining area. Works include new doors and windows, alterations to the roofs, weatherboarding to the external walls and construction of new parking areas, external walls and gates) to external doors and roofing materials**

The change of roofing material from slate to metal was discussed. It was noted that this would be more in keeping with the previous use of the building as a farm building, but should be a non-reflective dark colour so that there is no impact on the view from Pilgrims Way. It was suggested that a condition be added as to the colour of the roofing, which should be sympathetic to the surroundings.

**Resolved:**

**That the application be supported but with the condition that a sympathetic colour be chosen for the roofing material. ACTION SW**

CLr Mrs Richards rejoined the meeting.

### **3.1.3 20/01620/AS The Bungalow, Westwell Lane, Westwell**

#### **Erection of a single storey rear extension with balcony over, existing conservatory to be demolished**

It was noted that the site is in an elevated position behind Hothfield Cars. The inclusion of the balcony will give rise to overlooking other residential properties nearby. It was reported that neighbours were not consulted by ABC and no notices re the application were posted. The plans are incorrect because they omit another existing building in the garden. It was reported that neighbours were informed by the applicants that the extension is required for bedrooms for children fostered by the applicants, but the application gives it as a kitchen/dining area. It was noted that the plans understate the built coverage of the site and there would, therefore, be a loss of amenity; this is a planning concern because the extension would further reduce garden size. The loss of amenity to neighbours resulting from the balcony is a material consideration. The proposed screening may not remove overlooking issues because it is not permanent.

It was proposed that the Parish Council objects to the application because of the balcony, its intrusion and loss of amenity to neighbours. The built site cover is larger than indicated on the site plans.

A vote was taken. Cllr Mrs Wyatt abstained. There were 7 votes in favour and none against.

#### **Resolved:**

**That the Parish Council objects to the application. The balcony would lead to a loss of amenity and intrusion to the neighbours. The built site cover is larger than shown on the site plans in the application.** **ACTION SW**

### **3.1.4 20/01639/AS 136 Sandyhurst Lane, Ashford**

#### **Hip to gable extension with one rear dormer and two front dormer windows, rear extension**

The surrounding properties are a mix of bungalows and larger properties. The proposed extension would be in keeping. There are no neighbour comments on the website. It was proposed that no objection be made to the application.

#### **Resolved:**

**That no objection be made to the application.**

**ACTION SW**

## **3.2 Planning applications received after distribution of the agenda**

### **3.2.1 20/01680/AS Elvy Cottage, Kingsland Lane, Westwell**

#### **Retrospective application for amendment to the design and the size of the garage/home office approved under planning permission 17/00319/AS to include a residential annex**

The meeting was suspended to allow the applicant to address the Parish Council. A neighbour also spoke.

Ms Canney advised that the application includes a downstairs bedroom for medical reasons, because she had sustained a back injury. Having lived in Elvy Cottage for 50 years the cottage is no longer a suitable dwelling because of the injury; Ms Canney has no wish to move but it is no longer possible to live there. The footprint was increased to avoid underground utilities and has been approved by Building Control. The building design is agricultural in character and is in keeping. It is not thought that there would be overlooking of neighbouring properties because of the distance and tree screen. The new build is not significantly different from the original application, but it was acknowledged that it had been rotated and a hayloft added. There was no original intention to live in the annex but this had been superseded by the injury.

Comments were made on planning history of the site: It was noted that applications were submitted in 2014 and 2017 for a double garage and office space; the current application states that local residents, the Parish Council and CPRE have been contacted. Has the Parish Council been invited to a site visit? The Chairman replied that it had not, but a site meeting could be arranged. The 2014 permission required that the building use should be ancillary to the dwelling and if the office space were no longer required it should be used for domestic storage. The current application is different from previously approved planning applications and includes the addition of a dormer window and downstairs accommodation. The former was queried if the

living accommodation is downstairs; is the whole building to be occupied? Concerns were expressed re overlooking.

The meeting was reconvened.

It was noted that this is an application for a dwelling in the countryside. It is acknowledged that it has been built but if this were not the case, would an application for a dwelling in the countryside in the curtilage of a listed building be approved. Planning policy HOU9 states that the proposed annex should be suitable in size, scale and materials and clearly ancillary and visually subordinate to the principal dwelling; it is not thought that the new build is subservient and it is therefore not compliant with HOU9. It is felt that the build is an overlarge and complete reconfiguration of what was a garage and a small store. Scaling-up from the plans as presented the build is 2.2m higher, 2m wider and 2.8m deeper and is thus significantly larger. The garages in the previous application were open bay, unlike the current application.

It was proposed that a site visit be undertaken given that councillors' comments indicate that the critical issue is one of scale: is the build subservient to Elvy Cottage.

**Resolved:**

**That a site visit be held on 17<sup>th</sup> December 2020 at 11.30am after which the Parish Council's comments on the application will be agreed.** **ACTION CD / CB / RB / TL / TB / SW**

### **3.2.2 20/01625/AS Rudgwick, Westwell Lane, Ashford**

#### **Rear single storey extension**

The extension will replace the existing conservatory. The site location plan is inaccurate; it is a matter of regret that this was not picked up when the application was validated. It was proposed that no objection be made to the application.

**Resolved:**

**That no objection be made to the application, but the Parish Council notes that the site location plan is inaccurate and not up to date.** **ACTION SW**

### **3.3 Matters arising on other planning applications**

#### **3.3.1 20/00809/AS 5 Leda Cottages – appeal received**

The result of the appeal is awaited but because it is being held under the Householder Appeals Service there is no opportunity for the Parish Council to submit further comments. The Inspectorate will consider the Parish Council's earlier comments when determining the appeal, but the Parish Council has the right to withdraw its comments.

**Resolved:**

**That the Parish Council's comments on application 20/00809/AS will remain.**

#### **4. Quote for works to trees on the playing field**

The quotation from Tree-Tek was tabled. The trees on the bank had been thought to be on Horne land but an inspection of the Title Deeds to the playing field indicate that this is not so and the land is not in ownership. It was proposed that KCC Highways be asked to take responsibility for the sycamores and field maples and carry out the works to these trees. It was further proposed that the quote for felling the amelanchier be accepted.

**Resolved:**

**That KCC Highways be asked to take over management of the bank.**

**ACTION SW**

**Resolved:**

**That the quote for felling the amelanchier be accepted.**

**ACTION SW**

#### **5. Provision of water supply to the cemetery**

The reply from South East Water regarding a hosepipe connection was tabled. Given that water meters are commercially available, it was proposed that Jonathan Kydd be contacted again regarding running a connection from the supply which feeds his orchard to the cemetery.

**Resolved:**

**That Jonathan Kydd be contacted re running a connection from his orchard water supply to the cemetery.** **ACTION SW**

**6. Kent Resilience Forum – End of EU transition contingency plans**

The Kent Resilience Forum transition contingency plans were tabled. Operation Brock will use the Junction 8 to 9 coastbound section first and if this is full then Dover-bound trucks will be diverted from J7 to Manston; and Eurotunnel-bound trucks will be held at the Sevington lorry holding area.

At the meeting of the Joint Transportation Board on 8<sup>th</sup> December, members were informed that for temporary control reasons the overnight lorry parking ban is to be made countywide and this will be without the usual consultation. It will be enforced temporarily by KCC rather than ABC once clearance has been given by the Dept for Transport.

**7. Broadband provision in the parish**

KCC is increasing the subsidy for provision of broadband to £7000 per household. BT Openreach has a 'community fibre partnership': groups of neighbours make a joint application to Openreach, which then costs provision of fibre to the premises. The Vice-chairman is making an application on behalf of 6 households in Pilgrims Way and elsewhere.

**8. Christmas tree lights on the yew tree on Church green**

In hand and will be put up before the outdoor carol 'service' on December 13<sup>th</sup>.

**ACTION LF**

**9. Items for next Parish Council meeting**

**9.1** Good Citizen Award

**9.2** Budget and Precept Setting 2021-2022

**9.3** Recruitment of a Parish Clerk

**Date of next meeting**

Monday 4<sup>th</sup> January 2021 via Zoom.

The meeting closed at 8.50pm.

**Westwell Parish Council**  
**Minutes of a site visit by the Parish Council**  
**made on Thursday 9th December 2020 at 11.30 am**

**1. Present**

Cllr Mrs Drury, Cllr Bainbridge, Cllr Mrs Wyatt, Cllr Ms Farrington.  
 The applicant was also present.

**2. Continuation**

The site visit was held as a continuation of the Meeting of the Parish Council held on Wednesday 8<sup>th</sup> December at 7pm at which the planning application 20/01505/AS was discussed and it was resolved:

**That a site visit be held on 9<sup>th</sup> December 2020 at 11.30am after which the Parish Council's comments will be agreed.**

**3. Planning application**

**20/01505/AS Broadstone Cottage, The Street, Westwell**  
**Construction of driveway to allow access to Broadstone Cottage**

Councillors and the applicant examined the drawing from Dwyer Engineering to consider how the proposed access would work in practice, measuring the sections and noting the proposed level changes and vehicle access effects. Of particular importance are effects in relation to the cemetery access road to maintain current width for vehicular and footpath access use and not to increase the width. The current width is also in the interest of avoiding parking on the cemetery access road. Councillors and the applicant also discussed the hedge characteristics of the bank at the side of the cemetery access road, and the positioning and shape of the driveway to avoid impacting on to the Coach House window facing onto the cemetery access road. The positioning and geometry of the driveway is important in the interest of there being a satisfactory junction with the cemetery access road and in the interest of amenity for the Coach House property and other users of the cemetery access road.

The proposal is to engineer a curved driveway with a smooth incline from the existing gate of Broadstone Cottage down approximately one metre to the level of the cemetery road access. The applicant confirmed that the retaining wall needed to engineer the driveway would be backfilled to re-establish the bank at the side of the cemetery access road.

To achieve the smooth incline and a successful join onto the cemetery access road, a retaining wall of approximately 4metres length will be built into the rear of the cemetery access road bank from the existing gate line to the start of the new access which will replace the existing end section of hedge. New planting in the reinstated bank will be done to re-establish a better planted screen to the side of the Broadstone Cottage driveway. This will replace the current depleted hedge. The planting will be dense and reasonably vigorous but not to obstruct the footpath.

The geometry and smooth incline and the positioning of the access at the outer end of the cemetery access road should avoid vehicle headlights causing problems for the neighbouring Coach House property. The new driveway into Broadstone Cottage will also remain open ie with no repositioning of the existing gates or additional gates so that all vehicles attending the house can drive directly into the new driveway without stopping on the cemetery access road. This is necessary to avoid obstruction of the cemetery access road. The surface of the smoothly inclined drive will be a bonded gravel to blend well with existing treatments in this location, to be suitable for the smooth slope, and integrate successfully with the existing cemetery access road surface.

The rear of the new drive will also be engineered with a brick wall to lower the surface of the drive to achieve the smooth incline, and a new section of beech hedge planted above the wall creating a new boundary and plant screen between Broadstone Cottage and Glebe Cottage.

Councillors considered that the engineered levels and treatment of the new driveway could be supported with conditions that a) the bank and width of the cemetery access road be reinstated to maintain obstruction-free use of the cemetery access road b) that planting be done to improve privacy, c) the gates to Broadstone Cottage be retained in their existing position and no additional gates be installed on the driveway.

**Resolved:**

**That the planning proposal for a new driveway access to Broadstone Cottage be supported with conditions that a) the bank and width of the cemetery access road be reinstated to maintain obstruction-free use of the cemetery access road b) that planting be done to improve privacy, c) the gates to Broadstone Cottage be retained in their existing position and no additional gates be installed on the driveway.**

**Westwell Parish Council**  
**Minutes of a site visit by the Parish Council**  
**made on Wednesday 16th December 2020 at 11.30 am**

**1. Present**

Cllr Bainbridge (vice-chairman), Cllr Ms Farrington, Cllrs Bartlett and Butcher.  
 The applicant was also present.

**2. Continuation**

The site visit was held as a continuation of the Meeting of the Parish Council held on Wednesday 8<sup>th</sup> December at 7pm at which the planning application 20/01680/AS was discussed and it was resolved:

**That a site visit be held on 17<sup>th</sup> December 2020 at 11.30am after which the Parish Council's comments will be agreed.**

Following the meeting the visit was brought forward to 16<sup>th</sup> December 2020 at the request of the applicant.

**3. Planning application**

**20/01680/AS Elvy Cottage, Kingsland Lane, Westwell**

**Retrospective application for amendment to the design and the size of the garage/home office approved under planning permission 17/00319/AS to include a residential annex**

Councillors viewed the building under construction and the following comments were made. The building was thought to be over-scale and not subservient to the existing dwelling (Elvy Cottage); it does not therefore comply with HOU9.

It is a new residential property, situated in the AONB. No glazing has yet been put in, but when installed, the visual impact from the AONB will be adversely increased.

Calculations [from the scale drawings] indicate that the footprint is 67% larger than the building permitted under 17/00319/AS. This was for a garage with office space, ie domestic storage, not a residential dwelling.

The applicant had advised that the footprint had been increased to avoid compromising underground utilities servicing Elvy Cottage; it was noted, however, that the solution to this is more customarily to reduce the footprint.

It is unclear how vehicles could access the doors to the rear; to the front of the building there will be a small door with glazing above.

The existing garage will be demolished.

Additional hedge planting has been put in for screening.

It was proposed that the Parish Council objects to the application, with reasons.

**Resolved:**

**That the Parish Council objects to the application. The building is not subservient to the existing building and does not therefore comply with HOU9. The footprint is significantly larger than the building approved in 17/00319/AS, which was for a garage with office space. It is a new residential dwelling in the countryside and there will be an adverse visual impact on the AONB.**