

Minutes of a site meeting held on **Tuesday, 25 June 2019 at 12.00pm**
at 1 Holly Villas, Melton Road, Melton, IP12 1PD.

Committee Members Present:

Councillors Debbie McCallum (Chairman), Tony Fryatt (Vice-Chairman), Stuart Bird, Chris Blundell, Tony Cooper, Michael Deacon, Colin Hedgley, Kay Yule

Apologies Given:

Councillor Melissa Allen

Officers Present:

Liz Beighton (Planning Development Manager), Matt Makin (Democratic Services Officer), Danielle Miller (Area Planning and Enforcement Officer), Katherine Scott (Development Management Team Leader South)

Others in Attendance:

Councillor Jocelyn Bond (Planning Committee North Member)
Councillor Rachel Smith-Lyte (Ward Member)
Mr Adrian Tricker (Agent, Last & Tricker)
Residents from Daines Lane, Melton, Woodbridge

The meeting began at East Suffolk House, Riduna Park, Station Road, Melton, Woodbridge, IP12 1RT. The Chairman welcomed everyone to the site meeting and reminded those present that the purpose of the meeting was a 'fact finding' exercise only and to provide Members with an opportunity to view the site and its surroundings.

The Committee, Officers, and visiting Members made their way to the site by foot, apart from Councillor Blundell who made his way to the site by car.

On arrival at Melton Road, the Area Planning and Enforcement Officer highlighted the host dwelling, 1 Holly Villas, to the Committee. She explained that a parallel application, DC/19/0523/FUL had been submitted alongside the application relating to the site meeting, which had sought planning permission for vehicular access/pavement crossing and creation of 2 onsite parking spaces in the frontage of 1 Holly Villas.

This parallel application had been granted at officer level, in accordance with the scheme of delegation, on 4 April 2019. The Area Planning and Enforcement Officer confirmed that the Highways Authority had approved the installation of a dropped kerb.

The meeting then moved to entrance to Daines Lane from Melton Road, which would be the access to the proposed dwelling. The meeting then proceeded into Daines Lane and to the application site itself. During this transit, the Planning Development Manager explained that Daines Lane was an unadopted highway which served neighbouring dwellings and garages belonging to properties on Melton Road.

The meeting was joined by Mr Tricker, agent for the applicant, and residents of Daines Lane, on its arrival at the site.

The Planning Development Manager explained that the application sought outline planning permission for the erection of a one-and-a-half storey dwelling on part of the residential garden

associated with No.1 Holly Villas, Melton Road, Melton. The application was to be considered by the Planning Committee South at its meeting at 2pm on 25 June 2019.

In response to a question from a member of the Committee, the Area Planning and Enforcement Officer identified the site boundary.

It was confirmed that the positioning of the dwelling in the outline application was indicative.

Members observed the relationship between the application site and the neighbouring Hoo House. The Planning Development Manager advised Members that the positioning of the dwelling within the site could be controlled by the Reserved Matters application, and that if the Committee was minded to approve the application at its meeting, it was able to supply informative information to give a clear steer to the applicant in regard to this matter.

The Committee was advised that it needed to evaluate if the application site could contain a dwelling the size of which had been proposed in the outline planning application.

The Chairman invited the residents of Daines Lane to give their views. A resident of Hoo House was concerned that if approved, a new dwelling would impact on the privacy of his home and that any fence constructed on the shared boundary would block light from their living areas. The Chairman noted that a fence of up to 2m in height could be placed on the shared boundary under permitted development rights.

From within the site, Mr Tricker highlighted that the outline application did not detail any fenestration and considered that this could be controlled by the Committee when determining the Reserved Matters application.

Reference was made to the development of Hoo House; the Planning Development Manager acknowledged the significance of its design but noted that this did not give it any additional protection compared to other neighbouring dwellings. The Area Planning and Enforcement Officer noted that none of the trees on the site were subject to Tree Preservation Orders (TPOs).

Members observed the access to the site via Daines Lane; the Planning Development Manager highlighted the need for Construction Management Plan to ensure deliveries to the construction site were outside of key times, citing the local Primary School as an example. Councillor Smith-Lyte, Ward Member for Melton, noted the narrow nature of Daines Lane and was concerned that vehicles accessing the site would not be able to avoid neighbouring driveways when manoeuvring.

It was noted that Mr Tricker was intending to speak on the application at the Planning Committee South meeting later that day but had not registered to speak by 5pm the day before the meeting, in line with East Suffolk Council's Constitution. Officers advised that the new arrangements, which differed to the arrangements of the Council's predecessor authority (Suffolk Coastal District Council), had been communicated both at the Developers Forum and in writing to agents. The Chairman asked for this situation to be noted.

There being no further questions or comments, the Chairman thanked everyone for attending and closed the meeting.

The site visit concluded at 12.37pm.