



**Rochford District  
Council**

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**1999**

**January - December**

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**Rochford District  
Council**

# **ROCHFORD DISTRICT COUNCIL MINUTES**

**1999**

**February**

# ROCHFORD DISTRICT COUNCIL

## Minutes of the Finance & General Purposes Committee

At a Meeting held on 2nd February 1999. Present: Councillors Mrs. J Helson (Chairman), R Adams, C.I. Black, D.F. Flack, G. Fox, Mrs. J.M. Giles, Mrs H.L.A. Glynn, N. Harris, D.R. Helson, V.D. Hutchings, V.H. Leach, Mrs. S J Lemon, C R. Morgan, R.E. Vingoe, P.F.A. Webster, D A. Weir and Mrs M.A. Weir.

Apologies: Councillors D.E. Barnes, R.A Pearson and D J. Sutton

Substitutes: Councillors D.M Ford and Mrs. M.J. Webster.

### 43 MINUTES

#### Resolved

That the Minutes of the Meeting held on 1st December 1998 be approved as a correct record and signed by the Chairman.

### 44. MEMBERS' INTERESTS

The interests recorded in the Minutes to be received and considered were taken as read

Councillor Mrs. H.L.A. Glynn declared a non-pecuniary interest in the item relating to Members' allowances 1999/2000.

### 45. RECOMMENDATIONS OF PARENT COMMITTEES

The Committee considered the recommendations of the Parent Committees.

#### Committee

#### Date

#### COMMUNITY SERVICES

21st January 1999

#### Minute 14 - Budget 1999/2000

#### RECOMMENDED

- (1) That the revised estimates for 1998/1999 be agreed.
- (2) That the virement request in respect of 1998/99 be agreed and those in excess of £10,000 be submitted to the Finance & General Purposes Committee
- (3) That the schedule of charges for 1999/2000 be agreed.
- (4) That the salaries and those 1999/2000 estimates showing an increase up to 3% over 1998/99 be agreed, with all other matters referred to Council. (CD(F&ES))

#### Minute 16 - Housing Revenue Account 1999/2000

#### RECOMMENDED

- (1) That rents be increased by an average of 89p per week for 1999/2000.
- (2) That service charges be increased by a total of £1.00 per week
- (3) That garage rents be increased by 30p to £5.50 per week
- (4) That the rents for Dutch Cottage be increased by 89p per week.

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(5) That there be no increase for Finchfield

(6) That a timetable be presented to the first Community Services Committee after the recess in 1999 setting out the key stages for a comprehensive review (CD(F&ES))

#### **Minute 17 - Play Space Rolling Programme**

##### **RECOMMENDED**

(1) That the play space rolling programme sites for 1998/99 be approved as Pooles Lane, Doggetts and Hartford Close, although the letting of the contract should be deferred.

(2) That the sites identified in priorities 1 - 6 are further investigated and be the subject of a further report to the CCT Panel on the way forward. (HLCS)

#### **Minute 18 - Options for Refurbishment and Cleansing of Public Conveniences**

##### **RECOMMENDED**

(1) That the carrying out of extensive refurbishment of Crown Hill Public Conveniences at an estimated cost of up to £100,000 be agreed.

(2) That Back Lane Public Conveniences be refurbished at an estimated cost of up to £100,000 and that any shortfall be met from the Capital Programme.

(3) That exemption to Contract Standing Order 32(a) to permit the appointment of a specialist contractor be agreed.

(4) That the changes to the Cleansing Specification be endorsed and that the Finance & General Purposes Committee be requested to agree the provision of £27,500 proposed within the budget submissions for 1999/2000.

(5) That a rolling programme for the refurbishment of the other public conveniences in the District be budgeted for in the Capital Programme for future years. (HLCS)

#### **TRANSPORTATION & ENVIRONMENTAL SERVICES 28th January 1999**

##### **Minute 39 - Budget 1999/2000**

##### **RECOMMENDED**

(1) That the revised estimates for 1998/99 be agreed.

(2) That the virement requests in respect of 1998/99 be agreed and those in excess of £10,000 be submitted to Finance & General Purposes Committee.

(3) That the schedule of charges for 1999/2000 be agreed

(4) That the salary estimates and those 1999/2000 estimate items showing an increase up to 3% over 1998/99 be agreed, with all other matters referred to Council. (CD(F&ES))

#### **46. MINUTES OF WORKING PARTIES/PANELS/SUB COMMITTEES**

The Committee considered the appended Minutes and recommendations contained therein

| Meeting  | Date               |
|--|--------------------|
| MILL HALL COMPLEX WORKING PARTY  | 9th December 1998  |
| COMPULSORY COMPETITIVE TENDERING<br>PANEL  | 11th December 1998 |
| CORPORATE RESOURCES SUB COMMITTEE  | 15th December 1998 |
| Minute 192 - Environmental Enhancements in Hockley Town Centre and Rochford District Town Centre's Publicity |                    |

**Resolved**

- (1) That £1,500 be used to provide a wrap round advertisement in February 1999, to be produced in consultation with the Rayleigh Chamber of Trade, the Hockley Traders Association and the Rochford Chamber of Trade (TP) (HEPI)
- (2) That £3,500 be used to provide street furniture and other enhancements in Hockley Town Centre, the nature of which is to be determined in consultation with Hockley Parish Council and Hockley Traders' Association.
- (3) That the provision of any additional facilities costing in excess of this sum be reported to Members for further consideration. (HEPI)

|   |                            |
|---|----------------------------|
| COMPULSORY COMPETITIVE TENDERING<br>PANEL | 14th and 15th January 1999 |
|---|----------------------------|

**Minute 63 - Contract Renewal - Refuse Collection Contract**

**Resolved**

That the present contracts for refuse collection, street cleansing and grounds maintenance be extended for twelve months. (HLCS)

**Minute 64 - Contract Renewal - Draft Grounds Maintenance Specification**

**Resolved**

- (1) That the possibility of seeking sponsorship from local commercial organisations for the maintenance of grassed and/or planted areas on roadside verges and roundabouts be investigated.
- (2) That advice be sought from Southend on Sea Borough Council concerning the operation of a scheme to prevent unauthorised parking on roadside verges.
- (3) That discussions be undertaken with the County Council, as Highways Authority, concerning the co-ordination of verge and road maintenance programmes. (HLCS)

|                                   |                   |
|-----------------------------------|-------------------|
| CORPORATE RESOURCES SUB-COMMITTEE | 20th January 1999 |
|-----------------------------------|-------------------|

**Minute 199 - Grants to Outside Bodies**

- (1) Hockley & Hawkevell Methodist Church

**Resolved**

That a grant of £1,395 be ear-marked in the budget, but its award be deferred until required. (CD(F&ES))

**(ii) Hockley and Hawkwell United Reform Church**

**Resolved**

That a grant of £210 be ear-marked in the budget, but its award be deferred if necessary. (CD(F&ES))

**(iii) Roche Care Appeal**

**Resolved**

That Roche Care Appeals' request for a grant of £84 be agreed (CD(F&ES))

**(iv) Business Enterprise Agency**

The Corporate Director (Finance & External Services), who was the Council's representative on the Business Enterprise Agency, provided update information on the Agency and its activity.

The Agency served a different client base to Business Link, concentrating on one-to-one counselling with individuals (often unemployed) intending to start up in business. Financially, the Agency's objective was to stand alone and contracts were already in place with the Training and Enterprise Council and Southend-on-Sea Borough Council. Contributions (including benefits in kind) were received from the public and private sector. The Agency was a company limited by guarantee.

Whilst recognising the value of the Agency's work, Members referred to the need to ensure that the Council was obtaining value for money when providing funding for organisations involved in economic regeneration. A Member referred to the possibility that any future proposals for Agency funding could be on a reducing scale basis, taking account of the self-funding objective.

On a Motion moved by Councillor V.H. Leach and seconded by Councillor N. Harris, it was:-

**Resolved**

That a grant of £1,450 be made to the Business Enterprise Agency (CD(F&ES))

**(v) Hockley and Hawkwell Old Peoples' Welfare Committee**

**Resolved**

That consideration of the grant applications submitted in relation to Day Centres be deferred pending a report to the Corporate Resources Sub-Committee concerning all Day Centres. (CD(F&ES))

**(vi) Mayday Mobile**

**Resolved**

(1) that Mayday Mobile be awarded a grant of £1,000.

(2) that Mayday Mobile be included in the forthcoming review of other organisations providing concessionary transport for the elderly and disabled. (CD(F&ES))

**(vii) Rayleigh Antiquarian and Natural History Society**

**Resolved**

That the Rayleigh Antiquarian and Natural History Society's request for a grant be refused. (CD(F&ES))

**(viii) Rayleigh Association of Voluntary Services**

**Resolved**

That the grant application by the Rayleigh Association of Voluntary Services be refused. (CD(F&ES))

**(ix) Rayleigh Talking Newspaper for the Blind**

**Resolved**

That Rayleigh Talking Newspaper for the Blind be awarded a grant of £106 (CD(F&ES))

**(x) Relate Marriage Guidance**

**Resolved**

That a grant of £767 for Relate Marriage Guidance be earmarked in the budget, but its award held in lieu of a further report to the Sub-Committee on the organisation's future operational plans. (CD(F&ES))

**(xi) Rochford and District Swimming Club**

**Resolved**

That Rochford and District Swimming Club be awarded a grant of £424. (CD(F&ES))

**(xii) Rayleigh Operatic and Dramatic Society**

**Resolved** that a grant of £1,804 be awarded to the Rayleigh Operatic and Dramatic Society, subject to confirmation that the criteria which had been met in previous successful applications are present in this year's application. (CD(F&ES))

It was further:-

**Resolved**

(1) that the applications in Appendices 1,2 and 3 be determined as outlined in the Corporate Director's report, excepting those determined above.

(2) that the criteria for assessing applications for grants from outside bodies should be reconsidered at the Sub-Committee's next Meeting. (CD(F&ES))

**Minute 200 - Grants to Citizens Advice Bureaux (CAB)**

**Resolved**

(1) that a grant be made to Rochford CAB in the sum of £26,780.

(2) that a grant be made to Rayleigh CAB in the sum of £28,016 less £1,000 in part repayment of the additional grant for 1998/99 subject to agreement of the Service Level Agreement.

(3) that the home visiting service be considered as part of the bid for the draft budget for 1999/2000.

(4) that an additional sum of £1,500 be considered as part of the bid for the draft budget for 1999/2000.

(5) that a report be presented to a future Meeting of the Sub-Committee examining the option of allocating a block sum to the National Association of Citizens Advice Bureaux for subsequent distribution to the Rochford and Rayleigh Bureaux. (CD(F&ES))



**Minute 201 - Essex Economic Partnership - Board Deputy**

**Resolved**

That Councillor C R. Morgan be nominated as a deputy to Councillor Howlett of Castle Point Council to maintain consistent representation from South East Essex on the Essex Economic Partnership Board. (TP)(HCPI)

**Minute 203 - Staffing Matters: Request for Full Pay**

**Resolved**

That the request from a member of staff to receive full pay for a period of two weeks sickness absence be approved (CE)

**Minute 204 - Domestic Violence Project Co-ordinator - Future Plans**

**Resolved**

That agreement in principle be given to the submission of a bid for funding the post of Domestic Violence Project Co-ordinator, working for 20 hours per week, for a period of two years from 1st April 1999. (CE)

**Minute 205 - Staff Leave Arrangements for Christmas 1999/New Year 2000**

**Resolved**

(1) that a report outlining the operational implications of the Millennium, including arrangements to ensure adequate staff cover and a schedule of leave already granted for that period, be presented to Members as a matter of urgency

(2) that there be a moratorium on leave for December 1999 and January 2000 until this report and its suggested measures have been agreed. (CE)

**COMPULSORY COMPETITIVE TENDERING PANEL 21st January 1999**

**PARTNERSHIP SUB-COMMITTEE - (ESSEX LINKS) 26th January 1999**

**Minute 68 - Devolvment of Functions and Services**

A Member wished to express his thanks to Officers for their efforts in co-ordinating with the County Council on this subject.

**Resolved**

That a comprehensive report be submitted to the next Meeting of the Sub-Committee on the current position with regard to street lighting, highway verges and hedgerows and footpaths, the report to include possibilities with regard to devolution. (CE, ECC)

**47. BUDGET 1999/2000**

The Committee had before them the report of the Corporate Director (Finance and External Services) seeking approval for the revised estimates for 1998/99, estimates for 1999/2000 and the schedule of charges for 1999/2000.

Members concurred with the view of the Chairman that Officers should be thanked for the extensive budget preparation work undertaken. It was agreed that, in line with the practice for other committees, final decisions in relation to the budget should be passed to Full Council.

**RECOMMENDED**

(1) That the revised estimates for 1998/1999 be agreed.

(2) That the virement request in respect of 1998/99 be agreed.

(3) That the schedule of charges for 1999/2000 be agreed.

4) That the salary estimates and those 1999/2000 estimate items showing an increase of up to 3% over 1998/99 be agreed with all other matters referred to Council. (CD(F&ES))

48. **FINANCIAL CONTRIBUTION TOWARDS LANDS TRIBUNAL COSTS**

The Committee considered the report of the Corporate Director (Finance and External Services) on the value of contributing a flat rate sum towards a fighting fund being established to indemnify Authorities involved with test cases relating to leisure centre rating assessment methodology

By way of update the Corporate Director advised that the Wealdon Council case had now been to a Valuation Tribunal. Whilst the result was awaited there were clear indications that the case would go on to the Lands Tribunal (which could take up to two years). The Corporate Director had recently received details of a further case which was much nearer to the Lands Tribunal stage.

Members noted that it was important to keep a close review of the Council's existing appeal given the possibility that the Government could introduce retrospective legislation. The Corporate Director confirmed that the Council would only incur costs should its case go to Lands Tribunal.

On a motion moved by Councillor P.F.A. Webster and seconded by Councillor R.E. Vingoe it was:-

**Resolved**

That a flat rate sum contribution of £5,000 be made to the fighting fund and that this be included in the revised estimates for 1998/99 (CD(F&ES))

49. **TOWN & COUNTRY FINANCIAL ISSUES GROUP**

The Committee considered the report of the Corporate Director (Finance and External Services) on progress made by the Town and Country Financial Issues Group and the value of retaining full Group membership.

As the Council's representative on the group, the Chairman referred to recent national media attention given to the Group's work.

**Resolved**

That the Council retain full membership of the Town and Country Financial Issues Group from 1st November 1998 at an annual subscription rate of £2,500 per annum. (CD(F&ES))

50. **BENEFIT, COUNCIL TAX, NATIONAL NON-DOMESTIC RATES AND DEBTORS -WRITE OFFS**

The Committee considered the report of the Corporate Director (Finance & External Services) on cases of Benefit, Council Tax, National Non-Domestic Rates and Debtors written-off by the Corporate Director under delegated authority and those cases requiring Committee approval.

**Resolved**

(1) That the items written-off under the Corporate Director's delegated authority be noted.

(2) That the items shown in Appendix B of the report of the Corporate Director be now written-off in the accounts of the authority (31758)(CD(F&ES))

51. **MEMBERS' ALLOWANCES 1999/2000**

The Committee considered the report of the Corporate Director (Finance & External Services) detailing proposed increased in Members' allowances.

**Resolved**

That Members, Chairman's and Vice-Chairman's allowances be increased in 1999/2000 in accordance with the proposals set out in the Corporate Director's report. (CD(F&ES))

52. **NATIONAL NON-DOMESTIC RATING DISCRETIONARY RATE RELIEF**

The Committee considered the report of the Head of Revenues & Housing Management on requests received from two organisations that earlier decisions in respect of rate relief be reviewed.

**Resolved**

(1) That the decision made on 31st March 1998 to withdraw the 50% discretionary rate relief previously granted to the Hullbridge Garden Association with effect from 1st April 1999 be re-affirmed.

(2) That the 20% discretionary rate relief withdrawn by the Committee on 21st July 1998 be re-instated to the Hockley Community Centre Association with effect from 1st April 1999. (HRHM)

53. **EXCLUSION OF THE PUBLIC**

**Resolved** that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following items of business on the grounds that they involve the likely disclosure of Exempt Information as defined in Paragraphs 1 & 9 respectively of Part 1 of Schedule 12A of the Act.

54. **COMMUNITY INFORMATION CENTRE, RAYLEIGH**

**NOTE:** Councillor C.I. Black declared an indirect non pecuniary interest in this item by virtue of a relative's acquaintance with the relative of a member of staff.

The Committee considered the confidential report of the Corporate Director (Law, Planning and Administration) on the current situation regarding the Community Information Centre, Rayleigh and options for service maintenance.

During debate reference was made to possible measures which could be introduced aimed at increasing public awareness/access to the Centre. These included advertising and signage within the Town and outside the building, a review of opening hours (with perhaps a trial Saturday morning opening period) and opening of the main doors during milder weather. Reference was also made to the value of a clear distinction between the activity of the Town and District Councils.

In response to Member questions, the Corporate Director indicated the potential costings of various options and current contractual arrangements. It was recognised that further detailed information would be required before final decisions could be made and that officers could include proposals with regard to increasing public awareness/access to the centre in a future report.

A Motion moved by Councillor D.R. Helson and seconded by Councillor Mrs. S.J. Lemon that current arrangements be maintained for a six month period during which time a dialogue could be opened with the Town Council regarding possibilities for assistance was lost on a show of hands.

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On a Motion moved by Councillor C.R. Morgan and seconded by Councillor D.M. Ford it was:-

**Resolved**

(1) That a report be submitted to the Corporate Resources Sub-Committee on the consequences of introducing Option (d) as set out in the report of the Corporate Director

(2) That Officers report to Full Council on the financial provision which should be included in the estimates on the basis of a decision to pursue Option (d) (CD(LP&A),CD(F&ES))

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**SYSTEM MIGRATION - CHRONICLE GENERAL LEDGER**

The Committee considered the confidential report of the Head of Financial Services on issues surrounding migration of the Chronicle General Ledger system to a year 2000 compliant version.

During debate the Corporate Director confirmed that monies had not yet been paid to the system supplier and that Officers were actively researching alternative systems which could be introduced if appropriate.

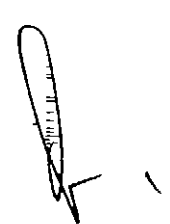
**Resolved**

(1) That approval be given to the additional implementation costs and software licence extension to be financed from the Year 2000 Strategy Budget.

(2) That should the system supplier detailed in the report of the Corporate Director fail to meet the requirements as stated:-

- (i) Officers identify an alternative financial system and report back to this Committee.
- (ii) The Authority commence legal proceedings to recover from the supplier the costs of the aborted implementation plus the cost of installing the alternative system. (HFS)

The Meeting closed at 8.54pm



# ROCHFORD DISTRICT COUNCIL

## Minutes of the Council

At a Meeting held on 9th February 1999. Present. Councillors G Fox (Chairman) R Adams, R S Allen, G C. Angus, D E Barnes, P A. Beckers C I Black, M.C Brown, S. Cumberland, J M. Dickson, D.F. Flack, D M Ford, Mrs J E Ford, E L Francis, K A Gibbs, Mrs. J M Giles, Mrs H L A Glynn, Mrs J Hall, N Harris, Mrs. E M Hart, D R Helson, Mrs J Helson, V.D Hutchings, V.H Leach, Mrs. S.J. Lemon, C R Morgan, R.A. Pearson, T.A. Powell, S R Tellis, Mrs. M.S Vince, R E Vingoe, Mrs M J Webster, P F A Webster, D.A Weir and Mrs M A Weir.

Apologies Councillors B.R Ayling, A Hosking, Mrs A.R Hutchings, Mrs. W M Stevenson and D J Sutton

### 56 MINUTES

Resolved that the Minutes of the Meeting of 8th December 1998 and Extraordinary Meeting of 19th January 1998 be approved as correct records and signed by the Chairman.

### 57. MEMBERS' INTERESTS

The interests recorded in the Minutes to be received and considered by Council were taken as read.

Councillor D E Barnes declared a non pecuniary interest in the Minutes of the Meeting of the Mill Hall Working Party by virtue of his role as Chairman of Rayleigh Town Council

Councillor G. Fox declared a non pecuniary interest in references to the local adult education college within the budget paperwork

### 58 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported on his attendance at:-

- Youth Service presentations acknowledging achievements by young people
- The National Basketball finals for under 14 girls held at the Greensward School

### 59 PETITION

Pursuant to Standing Order 11, Council received a petition from Mrs. E J Butcher on behalf of the residents of Winnowers Court, Millview Court, Lever Lane and regular users of Quys Lane, Rochford and relating to the poor state of Quys Lane

By way of supporting remarks Mrs Butcher referred to the contents of a letter submitted with the petition and wished to emphasise that Quys Lane was regularly used by commuters, mothers with children and shoppers. Many residents had commented that they would not feel safe using the Lane at night or allowing their teenagers to do so. Following rain the Lane contained large puddles and, since the opening of a restaurant in East Street, vehicles had often restricted the road adding to traffic flow problems associated with driving school activity in East Street. The poor condition of the Lane had led to three known casualties, including one person with a broken arm and another with extensive abrasions. The lack of lighting was seen as a particular hazard and it was not possible for electronically driven wheelchairs to use the Lane.

The Chairman confirmed that the petition would be referred for consideration to the Council's Transportation and Environmental Services Committee.



**Resolved**

(1) that, subject to any amendments below, the Minutes of Committees be received and the recommendations contained therein adopted

(2) that the Common Seal of the Council be affixed to any document necessary to give effect to decisions taken or approved by the Council in these Minutes.

| Committee                                       | Date               | Minute No. |
|---|--------------------|------------|
| SPECIAL TRANSPORTATION & ENVIRONMENTAL SERVICES | 14th December 1998 | 555-557    |
| PLANNING SERVICES                               | 17th December 1998 | 558-561    |
| PLANNING SERVICES                               | 14th January 1999  | 1-5        |
| COMMUNITY SERVICES                              | 21st January 1999  | 7-24       |
| TRANSPORTATION & ENVIRONMENTAL SERVICES         | 28th January 1999  | 25-42      |

**Minute 35 - Traffic Calming Scheme - Helena Road and Louise Road, Rayleigh - Report on Results of Post-Calming Consultation Exercise**

The Proper Officer had received a requisition in the names of Councillors P.F.A Webster, K.A Gibbs and Mrs M J Webster requiring that Minute 35 be referred to Full Council for decision

Councillor P.F.A Webster indicated that the requisition had been submitted so that consideration could be given to removal of the existing traffic calming measures (road humps) in Helena Road and Louise Road. A number of Members had undertaken questionnaire consultation with local residents from which there was clear indications that the humps should be removed. It could also be seen that formal consultation to date had not specifically asked residents if they wanted the humps to stay or be removed. Reference was made to the possible benefits of replacing the humps with a strategic located zebra crossing in the vicinity of Victoria Road, which could be used by the pupils of FitzWimarc School.

The Chairman of the Transportation & Environmental Services Committee wished to comment that, on close analysis, it was possible to conclude from formal consultation that, on balance, the majority of residents were in favour of existing measures. Reference was made to the background to the consultation and to activity undertaken since May 1997 when it had first been decided that measures needed to be introduced to protect residents and school pupils. Recent Member contact with the School Deputy Headmistress had re-emphasised the value of traffic calming from the aspect of pupil safety. A number of Members wished to comment on the importance of retaining the humps given that removal could precipitate a fatal accident.

In responding to Member questions, Mr N McCullugh, Principal Engineer, Essex County Council, indicated that the humps accorded with Department of Transport requirements and were a preferred traffic calming measure. County Officers were not aware of specific problems in terms of vehicle damage caused by such humps and, as Highways Authority, the County would need to be consulted should the District prefer their removal. If appropriate, it would be possible to consider adjustments to the slope of humps.

During debate, Council concurred with the comments of a Member that this scheme had highlighted the need for a consistent approach to public consultation. Clear lessons for the future could be gleaned from the project. Notwithstanding their retention, a number of Members were concerned about the aspect of the humps in terms of potential

vehicular damage and erratic driving. A number of Members felt that it was important that the Council's Minute on this matter should include reference to the County Council's responsibility for the humps and an amendment to the Minutes of the Transportation & Environmental Services Committee was moved by Councillor Mrs J. Helson and seconded by Councillor Mrs H L A. Glynn in this regard.

On a requisition pursuant to for Standard Order 24(2) a recorded vote was taken on the amendment as follows -

For (24)

Councillors R S. Allen, D.E Barnes,  
P.A Beckers, C I Black, S Cumberland,  
J.M Dickson, D.F. Flack, D M Ford,  
Mrs. J.E Ford, G Fox, E L Francis,  
Mrs. J M Giles, Mrs H L A Glynn,  
Mrs. J Hall, N Harris, D R Helson,  
Mrs. J. Helson, V H Leach,  
Mrs S J Lemon, C.R Morgan,  
T.A. Powell, S R Tellis, Mrs M S Vince  
and R E. Vingoe

Against (10)

Councillors R. Adams, G C. Angus,  
M C Brown, K A Gibbs, Mrs E.M Hart,  
R.A Pearson, Mrs M J Webster,  
P.F A Webster, D A Weir and  
Mrs M A Weir

Abstentions (1)

Councillor V.D Hutchings

The Amendment was declared carried and it was.-

Resolved

that, in light of the comments received in response to the consultation exercise:-

(1) a Public Meeting be not held.

(2) the traffic calming measures remain in their present positions but steps be taken to reduce the severity, with the design of the humps being the total responsibility of the County Council as Highways Authority.

(3) a weight restriction be implemented in the Helena Road/Victoria Road area bounded by Bull Lane and Hockley Road, subject to the standard order making procedure.

FINANCE AND GENERAL PURPOSES

2nd February 1999

43-55

Minutes 45 and 47 (Revenue and Capital Budget recommendations from the Parent Committees)

Prior to detailed consideration of Minutes 45 and 47 Members received a presentation from the Head of Financial Services. The presentation built on that given by the Corporate Director (Finance and External Services) at the last Extraordinary Meeting of Full Council and covered general issues, including the financial mechanics which indicated that setting the Council Tax for 1999/2000 at a level which ensured the average amount at Band D was 4.5% more than the 1998/99 amount would align with the 2001/02 target balance for the Budget Strategy Reserve. The Head of Service included reference to the latest position with regard to negotiations for extension of the Council's main contracts and the revised precepts from the parishes. It needed to be recognised that future decisions in respect of the Community Information Centre at Rayleigh could have implications for the budget.

A set of budget and capital programme proposals were moved by Councillor Mrs J Helson and seconded by Councillor DE Barnes. A number of Members expressed concern at a proposal to include provision of £150,000 in respect of Rayleigh Town Centre improvements to match a similar sum proposed by Rayleigh Town Council to finish the scheme. On a requisition pursuant to Standing Order 24(2) voting on retaining this aspect of the proposals was recorded as follows -

For (15)

Councillors DE Barnes, P.A. Beckers,  
C.I. Black, M.C Brown, S. Cumberland,  
Mrs J.M. Giles, Mrs H.L A Glynn,  
Mrs J. Hall, N Harris, DR Helson,  
Mrs J Helson, V.H Leach,  
Mrs S J Lemon, T A Powell and  
S.R Tellis.

Against (19)

Councillors R Adams, R.S Allen,  
G C Angus, J.M Dickson, DF Flack,  
D.M. Ford, Mrs J.E Ford, G Fox,  
K.A. Gibbs, Mrs EM Hart,  
V D Hutchings, CR Morgan,  
R.A. Pearson, Mrs MS Vince,  
R.E. Vingoe, Mrs M J. Webster,  
P F A Webster, D.A. Weir and  
Mrs. M.A. Weir

The proposal was declared lost.

A motion moved by Councillor P F.A Webster and seconded by Councillor K A Gibbs that £150,000 be earmarked for a pilot pay on exit car parking scheme at Websters Way, Rayleigh was lost on a show of hands. A further motion moved by Councillor D.F Flack and seconded by Councillor DM Ford that £150,000 be earmarked for capital projects to be spent on social action areas to be identified within the District was also lost on a show of hands. The Head of Financial Services confirmed that a decision with regard to this element of capital programme resources could be held in abeyance at this stage.

An amendment moved by Councillors RS Allen and seconded by Councillor DF Flack together with an additional amendment moved by Councillor Mrs J Helson and seconded by Councillor DE Barnes regarding the making of a request to local Councils that they take financial responsibility for street lighting within their respective areas were both won on a show of hands.

It was then:-

Resolved

- (1) That the District Council Tax for 1999/2000 be set at a level which ensures that the average Council Tax for the District/Parishes is 4.5% at Band D more than the 1998/99 amount
- (2) That the Member Budget Monitoring Group, as formed at Extraordinary Council on 19th January 1999, comprise the Group Leaders and the Chairman of the Corporate Resources Sub-Committee
- (3) That the recommendations of Parent Committees in respect of the Revenue Budget be agreed. Namely:-

(i) Community Services Minute 14 (Budget 1999/2000)

- (a) The revised estimates for 1998/99
- (b) The virement requests in respect of 1998/99
- (c) The schedule of charges for 1999/2000.
- (d) The salaries and those 1999/2000 estimates showing an increase up to 3% over 1998/99



(ii) Community Services Minute 16 (Housing Revenue Account 1999/2000)

- (a) Rents be increased by an average of 89p per week for 1999/2000
- (b) Service charges be increased by a total of £1 00 per week
- (c) Garage rents be increased by 30p to £5.50 per week
- (d) The rents for Dutch Cottage be increased by 89p per week.
- (e) There be no increase for Finchfield
- (f) A timetable be presented to the first Community Services Committee after the recess in 1999 setting out the key stages for a comprehensive review of all aspects in respect of the Housing Revenue Account

(iii) Community Services Minute 18 (Options for Refurbishment and Cleansing of Public Conveniences)

- (a) Exemption to Contract Standing Order 32(a) to permit the appointment of a specialist contractor.
- (b) Endorsement of the cleansing specification changes and the provision of £27,500 within the budget submissions for 1999/2000.
- (c) A rolling programme for the refurbishment of the other public conveniences in the District to be budgeted for in the Capital Programme for future years

(iv) Transportation and Environmental Services Committee Minute 39 (Budget 1999/2000)

- (a) The revised estimates for 1998/99.
- (b) The virement requests in respect of 1998/99.
- (c) The schedule of charges for 1999/2000
- (d) The salaries and those 1999/2000 estimates showing an increase up to 3% over 1998/99

(v) Finance and General Purposes Committee Minute 47 (Budget 1999/2000)

- (a) The revised estimates for 1998/99.
- (b) The virement requests in respect of 1998/99.
- (c) The schedule of charges for 1999/2000
- (d) The salaries and those 1999/2000 estimates showing an increase up to 3% over 1998/99

(4) That, with the exception of those areas where the District has a legal responsibility, all local Councils be requested to take financial responsibility for street lighting within their boundaries

(5) That the printed Revenue Estimates in excess of 3% (as described in the Head of Financial Services Report of 29th January 1999) be agreed, subject to the Member Budget Monitoring Group initially undertaking:-

- (i) An urgent examination of the schedule of repairs and maintenance as reported through Parent Committees (with the total sum being reduced by £20,000 for budget strategy purposes)
- (ii) As a matter of priority, a review of the estimate figures for employees' travel and subsistence and car allowances
- (iii) A review of all external subscriptions
- (iv) Consideration of a further report on the provision for IT consultants (£25,000)

(6) That the following "main items for consideration" be included in the three year budget strategy

- (i) Car Parking experiment (£52,000 in 1999/2000) with the experiment to continue thereafter subject to a review of charging policy
- (ii) Community Information Office provided for on the officers draft budget proposals with a review at Corporate Resources

Sub-Committee .

- (iii) Domestic Violence Project Co-Ordinator (as per Officer proposals)
  - (iv) Rayleigh CAB - Home visiting (as per Officer proposals)
  - (v) Rochford CAB-Outreach (as per Officer proposals).
  - (vi) TACFIG (as per Officer proposals)
  - (vii) Land Tribunal Fund (as per Officer proposals)
  - (viii) Care and Repair Scheme - £7,500 per year for a three year period
  - (ix) Out of Hours Noise Service - with provision for 1999/2000 deleted and a report presented to Members on "out of hours" services generally.
  - (x) Millennium projects - figure to be increased to £7,000 on the basis of £500 per Parish.
  - (xi) South East Essex Economic Project - deletion with inclusion in a general report on subscriptions
  - (xii) Ecologica (as per Officer proposals).
  - (xiii) Summer Playscheme swimming provision - the inclusion of £10,000 for the provision of summer swimming lessons at school facilities in both Rayleigh and Rochford.
- (7) That, with regard to Crime and Disorder, the remaining budgets in respect of Special Initiatives and the specific budget for crime and disorder (currently totalling approximately £95,000) be carried forward in 1999/2000 to support the overarching partnership aims of the Council's Crime and Disorder Strategy
- (8) That the sum of £50,000 be moved from the Revenue Budget to the Capital Programme.
- (9) That the recommendations of parent Committees in respect of the Capital Programme be agreed Namely:
- (i) Community Services Minute 17 (Playspace Rolling Programme)
- (a) Approval of the playspace rolling programme sites as Pooles Lane, Doggetts and Hartford Close (the letting of the contract to be deferred).
  - (b) Further investigation of the sites identified in priorities 1-6 together with Tylney Avenue, with a further report to the Compulsory Competitive Tendering Panel on the way forward.
- (ii) Community Services Minute 18 (Options for refurbishment and cleaning of public conveniences)
- (a) the carrying out of extensive refurbishment of Crown Hill Public Conveniences, Rayleigh at an estimated cost of up to £100,000.
  - (b) the refurbishment of Back Lane Public Conveniences, Rochford at an estimated cost of up to £100,000
- (10) That the following be included in the Capital Programme:-
- (i) Housing Schemes as per Officer proposals.
  - (ii) Vehicles and plant as per Officer proposals
  - (iii) I T. programmes as per Officers proposals
  - (iv) The provision in respect of Tylney Avenue Playspace being moved to General Provision for playspaces
- (11) That the following be deleted from the Capital Programme:-
- (i) The Approach Car Park.
  - (ii) the Clements Hall artificial surface
  - (iii) Fairview resurfacing

(12) That the capital receipt for 'Etheldore' be earmarked for the following initiatives, with reports on each of the items, together with details of their programming, being brought forward to the relevant Service Committee together with progress reports to the Member Budget Monitoring Group.

- Hockley Town Centre
- Rochford Town Centre
- Completion of the Public Convenience Upgrade Programme with Rochford as first priority.
- Recycling
- Park School.

(13) That, given the Council's Budgetary position, a further review of the Council's assets be undertaken over the next financial year. Initial work to be undertaken by the Member Budget Monitoring Group with consideration being given to examination of the Council's leisure facilities as a matter of priority and in advance of detailed work commencing on the Leisure Contract renewal process.

61 **NOTICE OF MOTION**

The Proper Officer reported that the following Notice of Motion had been received from Councillor P F A Webster:-

"Council agrees that from 1st March only elected Councillors shall be Members of clerked meetings of the Council"

Pursuant to Standing Order 9(11), Council agreed to consider the motion and it was

**Resolved**

That, with immediate effect, only elected Members of the Council be provided with confidential papers (as defined in Schedule 12A of the Local Government Act 1972) and that the situation with regard to co-opted Members be referred to the Structural and Procedural Review Working Group in order that a decision can be made on the matter at Council at 20th April 1999 (HAMS)

62 **NATIONAL FRAUD INITIATIVE 1998 (NFI98)**

**NOTE** The Chairman admitted this item owing to the urgency of the decision required

Council considered the report of the Corporate Director (Finance and External Services) detailing current developments associated with an earlier Council decision not to participate in Audit Commission National Fraud Initiatives.

**Resolved**

That Council participate in NFI98 on a "without prejudice" basis, with the Corporate Director (Law, Planning & Administration) being asked to investigate and report back on the potential for resisting such further requests in future years (CD(F&ES), (CD(LP&A))

63 **ADJOURNMENT**

In view of the lateness of the hour, it was -

**Resolved**

That the meeting be adjourned and re-convened on 16th February 1999 at 7 30 p m

The adjourned meeting closed at 11 32 p m

mmsfeb9

chairman: Graham fol date: 20.4.99



Rochford District Council  
To the meeting of:

## COMMUNITY SERVICES

On. 2ND MARCH 1999

Report of HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title: MINUTES OF THE COMMUNITY SAFETY SUB-COMMITTEE

Author. A. Wyatt

Report Approved By: *[Signature]*

At a Meeting held on 10th February 1999. Present: Councillors D E Barnes (Chairman), P A. Beckers, D.M Ford, K A Gibbs, D R. Helson, Mrs. J. Helson, V D. Hutchings, Mrs S J. Lemon, R.A. Pearson, T.A. Powell and D.A. Weir

Apologies Councillors G.C. Angus and Mrs W.M. Stevenson.

County Officer Apologies: Peter Pearson and Roger Sinden.

Substitutes: Councillors Mrs. M S Vince.

Visiting Councillors J M. Dickson and Mrs. M.J. Webster.

### 105. MINUTES

The Minutes of the Meeting held on 8th September 1998 were approved as a correct record subject to Councillor V D. Hutchings being included in the list of Members attending

### 6. CRIME & DISORDER STRATEGY: UPDATE (Minute 528/98)

The Sub-Committee considered the report of the Chief Executive which updated Members on the current situation regarding the preparation of the draft Crime & Disorder Strategy. Members were advised that inputs into the Strategy were still awaited from some partner agencies and that the draft would be ready for consideration by the Community Services Committee in March. With the aid of viewfoils the Chief Executive presented to the Sub-Committee the key themes which had arisen so far from the audit consultation.

Members questions were answered in relation to the following -

- . The number of respondents to the Crime & Disorder questionnaire and the issues arising from the delivery of the Rochford District Matters Newspaper.
- . The roles played by the Police, the Police Authority, Essex County Council, the Probation Service and the Health Authority as partners with Rochford District Council on the preparation of the Crime & Disorder Strategy

The role of Parish/Town Councils and the community in determining the issues to be targeted by the Strategy.

- . The need for the final strategy to be proactive rather than reactive,
- . The multi-disciplinary role of the County Council as a partner to the Preparation of the Strategy.
- . The timetable for production of the Strategy and the 3 year programme resulting from the same
- . Harassment and criminal damage and their inclusion in the strategy.
- . Speed reduction measures included within the strategy.
- . Drug misuse and the need to provide more accessible rehabilitation services
- . The possibility of providing fuller CCTV cameras for use outdoors

Members considered that in order for the strategy to receive full and proper debate a Special meeting of the Community Safety Sub-Committee should be convened to consider the draft with a Special meeting of Full Council being convened to approve the final document. In agreeing the 7 primary objectives as set out in the Chief Executive's presentation, namely:-

- . Criminal damage/vandalism
- . Speed reduction.
- . Drug and alcohol related abuse.
- . Information sharing.
- . Fear of burglary
- . Domestic violence.
- . Crime & disorder.

Members considered that the issue of illegal parking on verges should also be included on the list as a primary objective. In addition, it was important that the issue of harassment be fully covered within the context of the Strategy. On a motion put by Councillor D.A. Weir and seconded by Councillor Mrs. M.S. Vince it was.-

#### RECOMMENDED

(1) That the primary objectives of the Crime & Disorder Strategy be as set out above, with the inclusion of illegal parking on verges as a further additional item to be covered.

(2) That the draft strategy be brought to a Special meeting of the Community Safety Sub-Committee for consideration and approved at a Special meeting of Full Council (CEX)

#### 107. ATTENDANCE OF REPRESENTATIVE FROM POLICE AUTHORITY AT THE COMMUNITY SAFETY SUB-COMMITTEE

The Sub-Committee considered the report of the Chief Executive which sought Members' approval to attendance at the Community Safety Sub-Committee of a representative from the Police Authority when issues relating to the Crime & Disorder Strategy are discussed. Members noted that, whilst no voting rights were sought, the representatives should be able to speak on relevant matters in a similar fashion to the representatives from both the Police and the County Council. Members considered it of benefit to extend the invitation to other partner organisations, namely the Probation Service and the Health Authority.

## RECOMMENDED

That representatives from the Police Authority, the Probation Service and Health Authority be invited to attend meetings of the Community Safety Sub-Committee when the Crime & Disorder Strategy and matters contained therein are on the Agenda of the Sub-Committee (CEX)

### 108. POLICE REPORT 1

The Sub-Committee received the report of CI King which brought Members up to date with matters arising from the previous meeting of the Sub-Committee together with new issues which had arisen during the intervening period.

#### (i) Proof of Age Scheme

Members were advised that the proof of age scheme should begin in the Autumn of this year with Castle Point Borough Council joining the scheme at the same time.

#### (ii) Rural Policing Initiative

In noting the proposals for the Rural Policing Initiative and its effect on the Rochford District Members were advised that overall the total number of staff would not actually increase although work patterns would change. The refurbishment of Rochford Police Station was to be a rolling programme over ten years, partially dependent on the sale of a Police house in Canewdon. The opening hours at Rochford Police Station might actually decrease although the Station would continue to be manned 24 hours. The issue of Special Constables was also raised and the Sub-Committee was advised of the difficulties encountered in their recruitment.

### 109 FLOOD WARNING SIREN AT FOULNESS

The Sub-Committee considered the report of the Head of Legal Services following representations from the Foulness Parish Council in connection with its desire to see a warning siren installed on Foulness Island in order to inform the local population of a flood threat at the earliest practicable moment. Members noted the location and history of flooding at Foulness and that whilst the County Council would be happy to maintain a siren on the Island they would not be willing to fund its installation.

## RECOMMENDED

That the Finance & General Purposes Committee be requested to finance £2,706.92 plus VAT as a grant to Foulness Parish Council for the installation of a flood warning siren.

### 110. ESSEX SCHOOLS EDUCATION PROJECT

The Sub-Committee considered the report of the Head of Corporate Policy & Initiatives which apprised Members of the Essex Schools Drug Education Project and requested support in kind by provision of a venue and printed materials for the initiative.

In noting the background and aims of the project, Members considered that it should be supported although it was felt that support should be offered for schools within the Rochford District, with Castle Point Borough Council giving similar support to schools in its Borough. It was further requested that Officers inform participants of the parking arrangements currently in force at the Civic Suite

## RECOMMENDED

(1) That assistance with training sessions for the Essex Schools Education Project by providing a venue at the Civic Suite, Rayleigh, free of charge, be agreed.

(2) That the printing of schemes of work for all Rochford based schools participating in the 1 year Essex School Drug Education Project be facilitated

(3) That the support given in terms of the provision of a venue for the training sessions and the printing of schemes of work be in relation to schools within the Rochford District only. (HCPI)

mar2g rpt



# ROCHFORD DISTRICT COUNCIL

## Minutes of the Planning Services Committee

At a Meeting held on 11th February 1999. Present: Councillors D.A. Weir (Chairman), R. Adams, G.C. Angus, D.E. Barnes, P.A. Beckers, C.I. Black, M.C. Brown, J.M. Dixon, D.F. Flack, D.M. Ford, Mrs. J.E. Ford, E.L. Francis, K.A. Gibbs, Mrs. H.L.A. Glynn, N. Harris, D.R. Helson, V.D. Hutchings, V.H. Leach, Mrs. S.J. Lemon, C.R. Morgan, R.A. Pearson, T.A. Powell, S.R. Tellis, Mrs. M.S. Vince, R.E. Vingoe, Mrs. M.J. Webster, P.F.A. Webster and Mrs. M.A. Weir.

Apologies: Councillors R.S. Allen, S. Cumberland, G. Fox, Mrs. J.M. Giles, Mrs. J. Hall, Mrs. J. Helson, A. Hosking, Mrs. A. Hutchings and Mrs. W.M. Stevenson.

### 64 MINUTES

The Minutes of the Meeting of 14th January 1999 were approved as a correct record and signed by the Chairman.

### 65 MEMBERS' INTERESTS

#### Paragraph 2

Councillor Mrs. M.J. Webster declared an interest by virtue of having a contract for a mobile phone.

#### Paragraph 6

Councillor Mrs. H.L.A. Glynn declared a non pecuniary interest by virtue of being this Authority's representative on the Crouch Harbour Authority.

### 66 OUTSTANDING ISSUES - MEETINGS OF 9TH JULY, 29TH OCTOBER AND 26TH NOVEMBER 1998

The Committee was satisfied that all necessary action had been taken. Minutes 307/98 (Paras. D1 and 5), and 518/98 (Para. 4)(HLS) were carried forward.

### 67. DEVELOPMENT CONTROL STATISTICS - PLANNING APPLICATIONS AND PLANNING

The Committee noted the report of the Head of Planning Services on the official countrywide statistics for the quarter ending September 1998 and the planning performance checklist for the twelve months ending 30th September 1998. Members congratulated Officers, notwithstanding the low percentage performance, on their sterling efforts given the difficult circumstances and, furthermore, they too shared the hope that performance would improve when staffing matters had settled down.

### 68. SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

The Head of Planning Services submitted a schedule of Development Applications for consideration and a list of Planning Applications and Building Regulation Applications decided under delegations.

Para. R1 - F/0457/98/ROC - 21 London Hill, Rayleigh

Proposal - Construct Vehicular Access and Associated Works

Add Condition:-

8 Prior to demolition of the existing wall, details of the re-use of the resultant materials in the wall enclosures included in the works hereby permitted shall be submitted to and approved in writing by the Local Planning Authority. The works hereby permitted shall be carried out in accordance with these approved details.

A 106

That the application be approved subject to the conditions set out in the schedule and the additional condition 8, set out above

**Proposal - Remove existing roundabout and floodgates: extend concrete ramp to provide access over the sea wall to regraded existing slipway: including provision of steel pile jetty to support travel lift boat hoists.**

**Resolved**

That a Member site visit be arranged and that the Environmental Agency be invited to attend. (HAMS)

Proposal - Erect 25m. high lattice telecommunications tower (with 16 sector antennae, six dish antennae and three cross polar antennae). Erect four equipment cabins, fence compound and related works including access (revised application).

**Resolved**

That the application be approved subject to the conditions set out in the schedule with the additional informative.

"The applicant's attention is drawn to his responsibilities under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1992 regarding the safe operation of the telecommunication tower. Such responsibilities include an assessment of the likely exposure levels of electromagnetic fields in accordance with the National Radiological Protection Board of Guidelines "restrictions on exposure to static and time-varying electromagnetic fields and radiation", documents of the NRPB 4.No 5,7-63 (1993) and any necessary resultant appropriate action. Furthermore, as advised in PPG8, the Health and Safety Executive are the responsible enforcing authority for activities controlled under the Wireless Communication Licensing regime.

**Note:** Pursuant to Standing Order (24(4) Councillor E L Francis wished it recorded that he abstained from voting on this item.

Proposal - Erect one detached five bed. house (demolish existing dwelling) revised application following F/0143/98/ROC)

Consideration of this item was deferred for a Member site visit

**Resolved**

That a Member site visit be arranged. (HAMS)

**Note:** Pursuant to Standing Order 24(4), Councillor V H. Leach wished it recorded that he abstained from voting on this item.

Proposal - Erect two detached five-bed. houses (demolish existing dwelling) revised application following F/0144/98/ROC

Consideration of this item was deferred for a Member site visit

**Resolved**

That a Member site visit be arranged. (HAMS)

Note: Pursuant to Standing Order 24(4) Councillor V.H. Leach wished it recorded that he abstained from voting on this item.

**Para. 5 - F/0681/98/ROC - 11 Alexandra Road, Rayleigh**

**Proposal - Erect 2 x four bed. detached houses.**

In considering this item, Members noted that revised plans had been received.

**Resolved**

That the application be delegated to the Corporate Director (Law, Planning and Administration) to approve should the appeal against non determination be withdrawn, subject to revised plans indicating the dwelling in plot 2 being re-sited satisfactorily rearward and to the heads of conditions set out in the schedule as well an informative regarding the requirements of Anglian Water and/or a re-siting to accommodate their requests. Alternatively, if the appeal is not withdrawn it is confirmed that the Council's response on appeal is based on the report set out in the schedule and the intent to approve subject to the conditions also set out in the schedule

**Para. 7 - OI/0507/98/ROC - 41-67 Lower Lambricks, Rayleigh**

**Proposal - Outline application to erect ten houses comprising eight detached and two semi detached units with private drive access (demolish existing storage buildings).**

In considering this item, Members noted that revised plans had been received

Add Condition 16

**16. Standard Condition 88 - Contaminated Land (insertion (a) the first occupation of the dwellings).**

Add informatives.-

Standard Informative 16 - Control of Nuisance

Standard Informative 25 - Contaminated Land

Standard Informative 15 - Asbestos Removal

Wheel washing of construction vehicles.

**Resolved**

That the application be delegated to the Corporate Director (Law, Planning and Administration) to approve should the appeal against non determination be withdrawn, subject to revised plans indicating the private drive and turning head arrangements outlined in the report as well as the clarification of the site dimensions and boundaries and to the heads of conditions set out in the schedule. Alternatively if the appeal is not withdrawn it is confirmed that the Council's response on appeal is based on the report set out in the schedule and the intent to approve

**Para. 8 - 98/00784/DP3 - Glebe County Infants School, Creswick Avenue, Rayleigh**

**Proposal - Replace existing chainlink fence with 1.8m. high palisade fencing and gates**

108

**Resolved**

That Essex County Council be advised that Rochford District Council have no objections to the development proposed by this application subject to the conditions set out in the schedule.

**Para. 9 - 98/00780/OUT - Rayleigh Tennis Club, Watchfield Lane, Rayleigh**

**Proposal - Erect five detached dwellings with garages, private drive access and turning facilities.**

In agreeing the recommendation Members noted that standard condition 84 had been customised to relate to the existing levels. A Member requested his displeasure to be recorded that the County Surveyor had missed the opportunity to request necessary off-site works in the High Road.

Add informatives relating to:

- (i) Wheel washing
- (ii) To avoid deliveries before 9.00am and after 4.00pm to avoid peak traffic flows into the town.
- (iii) SI 16 - Control of Nuisances

**Resolved**

That the application be approved subject to the conditions set out in the schedule and the informatives outlined above

The Meeting closed at 9.30pm.

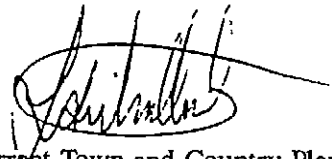
*Done*

munsfeb11

**SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY**

**PLANNING SERVICES COMMITTEE 11TH FEBRUARY 1999**

The enclosed reports have been approved by:



All planning applications are considered against the background of current Town and Country Planning legislation, rules, orders and circulars, and any development, structure and local plans issued or made thereunder. In addition, account is taken of any guidance notes, advice and relevant policies issued by statutory authorities.

Each planning application included in this Schedule and any attached list of applications which have been determined under powers delegated to the Corporate Director (Law, Planning and Administration) is filed with all papers including representations received and consultation replies as a single case file.

All building regulation applications are considered against the background of the relevant building regulations and approved documents, the Building Act, 1984, together with all relevant British Standards.

The above documents can be made available for inspection as Committee background papers at the office of Planning Services, Acacia House, East Street, Rochford.



PLANNING SERVICES COMMITTEE 11TH FEBRUARY 1999

REFERRED ITEM

R 1 F/0457/98/ROC MARTYN WILLIAMS PAGE 1  
CONSTRUCT VEHICULAR ACCESS AND ASSOCIATED WORKS  
21 LONDON HILL RAYLEIGH

SCHEDULE ITEMS

2. F/0408/98/ROC ADAM WARD PAGE 3  
ERECT 25M HIGH LATTICE TELECOMMUNICATIONS TOWER  
(WITH 16 SECTOR ANTENNAE, 6 DISH ANTENNAE & 3 CROSS  
POLAR ANTENNAE) ERECT 4 EQUIPMENT CABINS, FENCED  
COMPOUND & RELATED WORKS INCLUDING ACCESS (REVISED  
APPLICATION)  
190 LONDON ROAD RAYLEIGH
- 3 F/0608/98/ROC ADAM WARD PAGE 8  
ERECT ONE DETACHED 5-BED HOUSE (DEMOLISH EXISTING  
DWELLING) (REVISED APPLICATION FOLLOWING  
F/0143/98/ROC)  
33 WESTERN ROAD RAYLEIGH
- 4 F/0609/98/ROC ADAM WARD PAGE 12  
ERECT TWO DETACHED 5-BED HOUSES (DEMOLISH EXISTING  
DWELLING) (REVISED APPLICATION FOLLOWING  
F/0144/98/ROC)  
35 WESTERN ROAD RAYLEIGH
- 5 F/0681/98/ROC ANITA WOOD PAGE 16  
ERECT TWO 4-BED DETACHED HOUSES  
11 ALEXANDRA ROAD RAYLEIGH
- 6 F/0694/98/ROC JOHN WOOD PAGE 19  
REMOVE EXISTING ROUNDABOUT AND FLOODGATES, EXTEND  
CONCRETE RAMP TO PROVIDE ACCESS OVER SEA WALL TO  
REGRADED EXISTING SLIPWAYS, INCLUDING PROVISION OF  
STEEL PILED JETTY TO SUPPORT TRAVELIFT BOAT HOIST  
ESSEX MARINA CREEKSEA FERRY ROAD WALLASEA ISLAND
7. OL/0507/98/ROC JOHN WHITTAM PAGE 22  
OUTLINE APPLICATION TO ERECT 10 HOUSES COMPRISING 8  
DETACHED AND 2 SEMI-DETACHED UNITS WITH PRIVATE  
DRIVE ACCESS (DEMOLISH EXISTING STORAGE BUILDING)  
41-67 LOWER LAMBRICKS RAYLEIGH
- 8 98/00784/DP3 ANITA WOOD PAGE 28  
REPLACE EXISTING CHAIN LINK FENCING WITH 1.8M  
HIGH PALISADE FENCING AND GATES  
GLEBE COUNTY INFANTS SCHOOL CRESWICK AVENUE RAYLEIGH

9. 98/00780/OUT JOHN WOOD PAGE 30  
ERECT 5 DETACHED DWELLINGS WITH GARAGES, PRIVATE  
DRIVE ACCESS AND TURNING FACILITIES (REVISED  
APPLICATION)  
RAYLEIGH TENNIS CLUB WATCHFIELD LANE RAYLEIGH

PLANNING SERVICES COMMITTEE

11TH FEBRUARY 1999

SCHEDULE OF DEVELOPMENT APPLICATIONS, WITH DIRECTOR'S  
RECOMMENDATIONS, FOR DETERMINATION AT THIS COMMITTEE

R.1

(From Weekly List No 455)

Referred by Councillor Mrs M J Webster

Applicant: Mr A Hall

F/0457/98/ROC

Zoning: Residential

RAYLEIGH TOWN COUNCIL AREA

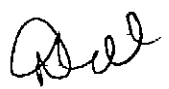
21 LONDON HILL RAYLEIGH

CONSTRUCT VEHICULAR ACCESS AND ASSOCIATED WORKS

- 1 1 **Rayleigh Town Council** express their reservations over vehicles reversing onto London Hill.

NOTES:

- 1 2 The site lies within the Rayleigh Conservation Area and the Historic Core. This application is for the creation of a walled single parking space to be set into the front garden of this property which at present lies above road level.
- 1.3 Part of the front garden will be excavated to a depth of up to about one metre to reduce it to the level of the road. This excavated recessed area will provide a parking area of 3m wide x 6.2m deep which is more than sufficient to accommodate a single vehicle clear of the highway. The rest of the front garden will remain at its original level retained around the parking space by a new brick wall. A stepped path from near the front boundary of the parking space will lead up to the dwelling. The works covered by this application will only affect the front garden and no other part of the site.
- 1.4 Members will recall that on an adjacent plot an application for two houses (ref. OL/0186/93/ROC) was refused on highway grounds following objections from the County Surveyor, concerning lack of visibility splays within the applicants control. However, the County Surveyor has no objection in principle to this current proposal, particularly as a result of the introduction of the new traffic scheme in the Town Centre. He requires that it is subject to safeguarding conditions regarding matters such as sight splays referred to at Condition no. 04 below.
- 1 5 The County Planner (Specialist Archeological Advice) recommends the imposition of a watching brief condition.
- 1 6 The County Planner (Historic Buildings and Design Advice) has no objections as no harm to the Conservation Area is anticipated.
- 1 7 One letter of representation from a neighbouring dwelling has been received expressing concern over the highway safety aspect of the proposal where vehicles may reverse out of the garden.





APPROVE

01 SC4 COMMENCE 5YRS

02 SC14 MATERIALS TO BE USED (samples)

03 NON STANDARD CONDITION

The pedestrian visibility splay as measured from the highway boundary and defined on the approved plan drawing no. 1258-01 shall be provided and thereafter permanently maintained either side of the access with no obstruction above 600mm within the area of the splay and that new access to be splayed to a suitable dropped kerb crossing

04 NON STANDARD CONDITION

A 2m wide parallel band visibility splay, as measured from the carriageway edge shall be provided across the site frontage with no obstruction over 1m in height above the carriageway level, within the area of the splay

05 NON STANDARD CONDITION

Notification of the start of work shall be given to Essex County Council Archeology Section (Archeological Advisory Group, Mr S GOULD 01245 437638 with as much advance warning as possible (but at least 48 hours) so that any ground disturbance may be inspected for archeological remains and records made.

06 SC97 ARCHEOLOGY- SITE ACCESS

07 NON STANDARD CONDITION

Commensurate with their erection the handrail indicated on the submitted drawing no 1258-01 shall be finished in a black paint or black coating and retained thereafter in that condition

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*Handwritten signature*



F/0408/98/ROC RAYLEIGH TOWN COUNCIL AREA190 LONDON ROAD, RAYLEIGH

ERECT 25 METRE HIGH LATTICE TELECOMMUNICATIONS TOWER (WITH 16 SECTOR ANTENNAE, 6 DISH ANTENNAE & 3 CROSS POLAR ANTENNAE). ERECT 4 EQUIPMENT CABINS, FENCED COMPOUND & RELATED WORKS INCLUDING ACCESS (REVISED APPLICATION)

Applicant VODAFONE LIMITED

Zoning Area Primarily for B1 (Business) Use

Planning Application Details

- 2.1 This application proposes the erection of a free standing 25m high lattice steel telecommunications tower with 16 sector antennae, 6 dish antennae and 3 cross polar antennae attached. In terms of width, the proposed mast measures 2.1m x 2.1m at the base and 1.4m x 1.4m at the top. The application also includes a compound measuring 2.5m x 3.7m x 2.8m comprising four equipment cabins (intended for the respective operators). The compound will be fenced to match the galvanised steel fence surrounding the Eastern Electricity site.
- 2.2 The site is situated immediately to the rear of the grounds occupied by the Eastern Electricity at 190 London Road. The rear of the Eastern Electricity site and the wider area surrounding comprises a natural hollow with a tree screen on the north and west sides measuring approximately 12m in height. The development is separated from London Road by the Eastern Electricity office building that has a microwave dish sited on the roof and there are floodlights nearby. The respective heights of these are in the order of 13m and 11.5m. The applicants propose to utilise the existing access for 190 London Road for maintenance purposes together with a small access track north of the existing road.
- 2.3 In support of the application, Vodafone are proposing a mast that is of a design that is capable of being utilised by a number of different operators to provide necessary coverage in this part of west Rayleigh. The application includes provision for Orange PCS, Essex Police and Ionica who have previously been involved with a previous planning permission on this site which is mentioned below. However, to date only Orange PCS has given a clear commitment that this facility would provide for their needs and that they would use it. Indeed, the Essex Police requirements seem to be at the conceptual stage.
- 2.4 The initial application comprised of a proposed mast measuring 30m in height which was reduced in height to 27.5m following negotiations with Officers. A further reduction of 2.5m also occurred, bringing the proposed height to 25m, which the applicants stated was suitable for their requirements.
- 2.5 Members may recall, this application follows a previous approval at committee, February last year for a 25m high lattice tower submitted by Ionica. The current applicant requires permission for a tower identical in height, but which is wider in profile than the earlier approved mast which was 1.2m at base and 0.6m at the top. The applicant explains this is required to install all the potential equipment and that the earlier approved mast would not have technically fulfilled its intended purpose.

### Relevant Planning History

- 2.6 As Members may be aware, certain masts may be erected as 'permitted development' under the provisions of Article 3, Schedule 2, Part 24 of the Town and Country (General Permitted Development) Order 1995 subject to a condition that the submission of an application for the determination as to whether prior approval of details of siting and appearance is required
- **DPD/0007/97/ROC**  
Prior approval of details of siting and appearance was required for a proposal to erect a 15m high lattice steel tower with antennae at Swayne School, Cheapside West, Rayleigh. This was refused on grounds that the siting and appearance would be visually detrimental to the surrounding residential and open space areas on 7 February 1997;
  - **DPD/0094/97/ROC**  
Prior approval of details of siting and appearance was required for a proposal to site a 4m high roof mounted stub mast on the Eastern Electricity building at 190 London Road, Rayleigh. This was refused primarily on grounds that insufficient information was presented to the Authority to give the matter due consideration and also the potential visual effect on nearby residential occupiers on 27 March 1997.
  - **F/0523/97/ROC and F/0524/97/ROC**  
These applications (twin tracked) proposed the erection of a 20m high telecommunications tower at Westfield Close, Rawreth Industrial Estate. Both applications were refused by notice dated 12 February 1998 as the proposal posed a serious risk to amenity by virtue of its height, siting and design. The proposal also failed to take account of the provisions of Policy PU1 of the Local Plan and would also necessitate the removal of trees protected by Tree Preservation Order 01/82.
  - **F/0515/97/ROC**  
This application proposed the erection of a 25m high lattice tower with 16 sector antennae, 6 dish antennae, 3 equipment cabins and a chainlink fence, **and is the most relevant to the determination of the current application**. Permission was granted at Planning Services Committee on 12 February 1998, subject to conditions including the provision to enable other telecommunication operators to gain access to the mast for the purposes of installing their respective equipment on it, i.e. mast sharing.
  - **DPD/0669/98/ROC**  
Prior approval of details of siting and appearance was required for a proposal to site a 5m high roof mounted stub mast on the telephone exchange building at 27-31 London Road, Rayleigh. This was refused primarily on grounds that the development posed a serious risk to visual amenity on nearby residential properties, particularly those within Creswick Avenue on 12 November 1998.
  - **98/00764/DPDP24**  
Prior approval of details of siting and appearance was required for 3 cross polar antennae, 4 dish antennae and 1 radio cabin at the telephone exchange building at 27-31 London Road, Rayleigh. This was approved by notice dated 12 January 1999.

### Consultations and Representations

*First Set of Consultation Responses Based on Initial Proposal for 30m Mast,*

- 2.7 **Rayleigh Town Council** are concerned that the planned telecommunications tower would be visually obtrusive by virtue of its height and location on the edge of a residential area. Members are also mindful that there could be health hazards relating to this type of development and therefore object to this application.

- 2 8 *Essex County Council (County Surveyor) raises no objections in terms of highway safety*
- 2 9 One letter of representation has been received from a local resident objecting to the proposed development on grounds of visual intrusion and the potential health hazards.

*Second Set of Consultation Responses Based on Amended Proposal for 25m Mast;*

- 2 10 One letter of representation has been received from the same resident above, again objecting to the proposed development for the same reasons.

Material Planning Considerations

- 2.11 The planning considerations material to the determination of this application are summarised as follows:

- Planning Policy and guidance; and
- siting and design.

PLANNING POLICY AND GUIDANCE

- 2 12 Planning Policy Guidance Note 8 (PPG8) - Telecommunications is the relevant Central Government Guidance that relates to the provision of telecommunications apparatus. The guidance sets out the considerations in respect of the Telecommunications Code Systems Operators licence requirements; the technical limitations in siting the apparatus, and the development control considerations that the Local Planning Authority may apply to an application for planning permission.
- 2.13 Telecommunications Code Systems Operators licensed under the Telecommunications Act 1984 have a legal obligation to provide a comprehensive national coverage in response to customer requirements of service and quality. The system is demand-led and inadequate coverage can lead to the sanction of license withdrawal. The guidance in PPG8 specifically identifies this requirement as a material planning consideration and emphasises that such technical considerations as network coverage be taken into account when determining telecommunications applications.
- 2.14 The Government attaches considerable importance to keeping to a minimum the number of telecommunications masts and encourages mast sharing by different operators as well as the use of existing buildings and structures where possible.
- 2.15 PPG8 also states that each application should be determined in accordance with the provisions of the Development Plan unless material considerations indicate otherwise. Policy PU1 and its preamble in the Rochford District Local Plan is relevant to this application which encourages co-operation with and between telecommunications operators respecting their proposals to erect apparatus and in considering applications will seek to minimise unsightliness or intrusion, especially when seen from environmentally sensitive areas, avoid the unnecessary duplication of masts, and secure their siting on existing buildings or structures where appropriate.
- 2.16 The site falls within an area annotated as being Class B1 (business) use on the Local Plan proposals map and is adjacent to the Metropolitan Green Belt and Landscape Improvement Area to the west. The residential area of West Rayleigh surrounds the B1 Business allocation to the north, south and east, but is situated some distance from the application site itself.
- 2.17 The applicants are proposing a similar mast to that which was previously approved to facilitate their necessary coverage of the West Rayleigh area that will also provide for additional operators. Information has been provided by the applicants that there is a gap in the respective appropriate cover for mobile telephone networks for this area.

- 2.18 The proposal is therefore considered to be in line with Central Government Guidance and Local Plan Policy in respect of the minimisation of mast proliferation and the operators requirements for exploration of alternative possible sites and demonstration of need.

#### SITING AND DESIGN

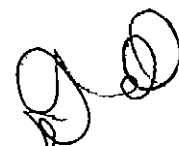
- 2.19 The proposed mast is, by its nature, utilitarian in appearance and the height (25m) is such that it would be visible from a wide area. It is also the case that the visual impact of the structure would be increased with the greater number of operators utilising the facility. However, such concerns must be balanced against the benefits that the site offers and the following points can be considered in mitigation
- the mast will be separated from residential areas to the south by the Eastern Electricity building and the London Road,
  - the nearest existing residential properties are 120m from the proposed site of the compound to the east,
  - the western boundary of the site is close to the Green Belt boundary that has an effective tree screen,
  - the site and surrounding area is situated in a natural hollow with London Road to the south and Rawreth Industrial estate to the north on higher ground. When viewed from the London Road side of the site the structure will be seen against a back drop of the industrial estate;
  - there is significant existing visual 'clutter' in the area including the microwave dish on the roof of the EEB building, the floodlighting for the EEB site, and the Electricity overhead power lines to the west. This mast will be seen in the context of these pylons and the effect will accordingly be minimised;
  - the operator and other operators have been exploring alternative sites in this area and the other options have significantly greater effects on residential amenity (Sweyne School) and the appearance of the skyline (Rawreth Industrial Estate);
  - the construction of a mast of this design will enable other operators to utilise the facility, thereby minimising the proliferation of similar structures in the 'cell' area and enabling the Local Planning Authority to resist other proposals in the west Rayleigh area

#### CONCLUSION

- 2.20 The applicants have demonstrated that there is a need for additional coverage in this area and that the mast proposed is of a design suitable for sharing by different operators. The alternative sites identified have all been considered inappropriate, either by virtue of the effect on the outlook of residential occupiers or by way of an intrusive skylining effect. Therefore, the consideration of this site has centred around the identification of the most appropriate site in the west Rayleigh 'cell' area, that will provide for the needs of the majority of telecommunications code systems operators, whilst minimising the visual effect on the area
- 2.21 The permission already granted for a 25m tower under reference F/0515/97/ROC is a material planning consideration to the consideration of this application

#### Recommendation

- 2.22 The Corporate Director (Law, Planning & Administration) recommends that this application be approved subject to the following conditions heads.



01 SC4 TIME LIMITS - FULL

02 NON-STANDARD CONDITION

The development hereby permitted, shall only be commenced as an alternative (and not in addition) to that previously permitted under planning reference F/0515/97/ROC, in so far as it relates to this site

Under no circumstances shall the development hereby permitted and that permitted under the previous planning reference (in so far as it relates to this site) be implemented simultaneously

03 NON-STANDARD CONDITION

The mast and ancillary structures hereby permitted, together with any other apparatus installed, shall be dismantled and removed from the site once it is no longer required for telecommunications purposes and the site shall be restored to its former condition

04 SC50 MEANS OF ENCLOSURE - FULL

05 SC57 TREE PLANTING - DETAILS

06 NON-STANDARD CONDITION

Upon completion of the development hereby permitted, the site owner and telecommunications apparatus operator shall not deny any other telecommunications code systems operator (which means a person who has been granted licence under Section 7 of the Telecommunication Act 1984 which applies to the Telecommunications Code contained in Schedule 2 of that Act to him in pursuance of Section 10 of that Act) or any other person or body reasonably specified by the Council's Corporate Director (Law, Planning & Administration) to have reasonable degree of access to and use of the land and tower for the purpose of siting and using telecommunications apparatus

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F/0408/98/ROC



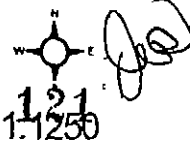
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F/0608/98/ROC RAYLEIGH TOWN COUNCIL AREA33 WESTERN ROAD, RAYLEIGH

ERECT ONE DETACHED 5-BED HOUSE (DEMOLISH EXISTING DWELLING)  
(REVISED APPLICATION FOLLOWING F/0143/98/ROC)

Applicant MESSRS LODBURY HOMES

Zoning: Residential

Planning Application Details

- 3 1 The applicant seeks permission for the erection of one detached 5-bed house with integral double garage which replaces an existing bungalow chalet fronting Western Road. A concurrent application (F/0609/98/ROC referred to in the next item) is under consideration for replacement of the chalet to the south with two detached 5-bed dwellings which are different in design to that of the dwelling proposed on this site.
- 3 2 The proposed dwelling (known as plot 3 of the overall development by Lodbury Homes for 3 dwellings) comprises a gabled end roof formation and displays typical characteristics to that of a chalet, especially when viewed from the front elevation, although it is essentially a two storey house. The overall height of the house measures 9.8 metres. The rear of the dwelling comprises three windows at first floor level which face onto the garden of no. 31 Western Road. However, one of these windows is to the landing and therefore, can, if required have obscure glazing. The house also has a part gable frontage reaching 8.3 metres in height, and part gable to the rear measuring 8.2 metres in height.
- 3.3 The existing access to the property would be slightly widened, bringing it closer to a preserved Lime tree which is situated in the verge at the front of the site.
- 3 4 In terms of siting, the proposed dwelling follows the general pattern of development within Western Road with regard to the building line. The separation distance between the proposed dwelling and the site boundaries is 1.5 metres to the south and 1 metre to the north. However, if planning approval on application reference F/0609/98/ROC is not forthcoming, the overall distance from this proposed dwelling and the existing dwelling (No. 35 Western Road) will be 7.2 metres. The rear garden totals 155 square metres while the plot frontage measures 13.7 metres, thereby satisfying the minimum standards contained within Appendix 1 of the Local Plan.


Relevant Planning History

- F/0143/98/ROC  
This application proposed the erection of one detached house and the demolition of the existing chalet. If Members may recall, this was presented on the Weekly List No. 422 (week ending 29 May 1998). However, the applicant had lodged an appeal against non-determination prior to a formal decision being made on the application. The applicant is currently holding this appeal in abeyance until a decision is made on the current application.

### Consultations and Representations

- 3 5 **Rayleigh Town Council** reiterate their previous comments that they wish to support the existing residents in their objections, on the basis of over-development of this site and that the proposed development would not be in-keeping with the existing and surrounding dwellings/area. The proposed dwelling would be visually intrusive to surrounding dwellings and would contravene Rochford Planning policies. The Town Council are concerned that the roof line appears to be higher and whether the 1 metre separation policy was being applied.
- 3 6 **Essex County Council (County Surveyor)** raises no objections subject to the hardstanding being constructed of permanent materials, crossover details agreed prior to commencement of works, and a 1.8m wide footway along both frontages.
- 3.7 **The Council's (Head of Housing, Health & Community Care)** has no adverse comments subject to the Standard Informative SI16 (Control of Nuisances) being attached to any consent granted.
- 3 8 **The Council's (Head of Corporate Policy & Initiatives)** reports that if approved in the current form, the proposal will certainly result in root damage/loss to one Lime tree preserved under Tree Preservation Order no 8/89 (T57). It is therefore recommended that the width of the driveway is reduced by 1 metre, i.e. away from the canopy spread.
- 3 9 **The Council's (Head of Leisure & Client Services)** has concerns over the position of the new driveway in relation to the effect upon the preserved lime tree. Therefore, it is recommended that conditions are imposed relating to the position of new driveway.
- 3.10 **Anglian Water Developer Services** has no objections to raise to the proposals.
- 3 11 **The Environment Agency** has no objection to the proposed development.
- 3 12 Fifteen letters of representation and one petition have been received from a local residents objecting to the proposed development. Most of them refer to the proposal on this site together with that for one dwelling on the adjacent plot to the north. The main area of concern are; over-development, design, spacing and height out of keeping with existing dwellings, impact on the private road which is maintained by residents; dwellings disproportionate to sites. The two dwellings which were recently built between 23-27 Western Road have been criticised and cited as an example of, inter alia, over-development. Other objections include; loss of light and privacy, may lead to on-street parking; problems regarding existing sewage and drainage system; concerns over effects on lime trees, contravention of Policy H24 and several other design policies within the Local Plan. Finally, several residents suggest that the site, together with that adjoining, would be more appropriate for a development of two rather than three dwellings.
- 3 13 In addition, a letter from the M P for Rayleigh (Dr Michael Clark) has been received following a visit from a resident within Western Road. The individual brought to the attention both this application and F/0609/98/ROC and that three dwellings in total would be inappropriate. The M P agreed with the resident and hoped that the Planning Committee, when considering this application, will bear in mind the nature of Western Road and will not wish to change it by over-development.

### Material Planning Considerations

- 3 14 The planning considerations material to the determination of this application are summarised as follows
- Local Plan Policy,
  - siting and design; and
  - effect on preserved lime trees
- 

## LOCAL PLAN POLICY

- 3 15 The site is within the existing residential area as designated within the Rochford District Local Plan (First Review), and therefore, the principle of residential development is established

## SITING AND DESIGN

- 3 16 Although the previous application (F/0143/98/ROC) was recommended for refusal on Weekly List No 422, no formal decision was made owing to the applicants late appeal against non-determination. However, this previous scheme was initially recommended for refusal and therefore the current application must be considered and viewed against the reasons for refusal and differences between the two schemes based on design suitability and effect upon residential amenity.
- 3.17 As previously stated in this report, the proposal meets all the minimum standards contained within Appendix 1 of the Local Plan, although this does not always necessarily signal an automatic approval. The primary consideration therefore centres on the suitability and siting within the plot of the proposed dwelling.
- 3.18 When compared against the previous scheme, the siting of the proposed dwelling has been re-positioned further back into the site, thereby limiting the potential effect within the street scene, as can clearly be illustrated in the 'Reduced Street Impact Study' on drawing number 9746 16. The dwelling is clearly separated by a distance of 1.5 metres to the south and 1 metre to the north, which is a greater margin than some of the existing properties within Western Road. The proposed dwelling is also of an individual design, thereby maintaining the general character of the road which comprises a mixture of dwellings of different architectural styles and sizes.
- 3 19 It is considered that there will be no detrimental effect upon the amenities which the existing residents enjoy. In particular, the dwelling which has the potential to be most effected is the rear garden of the property known as Melden Lodge or no. 31 Western Road. However, this is located some 18 metres away from the proposed dwelling and is partially screened by the existing willow and apple trees.

## EFFECT ON PRESERVED LIME TREES

- 3.20 The Lime tree (marked T57) to the frontage of the site is preserved by Tree Preservation Order No. 8/89. The previous scheme (F/0143/98/ROC) proposed the widening of the existing access and it was considered that this would result in root damage and/or root loss to T57 and this damage would likely to have serious consequences for the vigour, health and future viability of the tree which forms part of an established avenue of Limes.
- 3.21 The current proposal, to some extent has lessened the potential impact on the preserved lime tree by re-positioning the driveway. However, the Woodlands & Environment Specialist has indicated that the amended position of the access point will still have a detrimental impact upon the root system of the tree. However, the applicant is currently preparing amended drawings, again illustrating a satisfactory position for the driveway. It is therefore considered that the recommendation to delegate will allow this issue to be satisfactorily resolved. In addition, the imposition of Condition No. 11 below, will help protect the said tree during construction work.

## Recommendation

- 3 22 The Corporate Director (Law, Planning & Administration) recommends that this application be delegated to the Director to approve subject to -

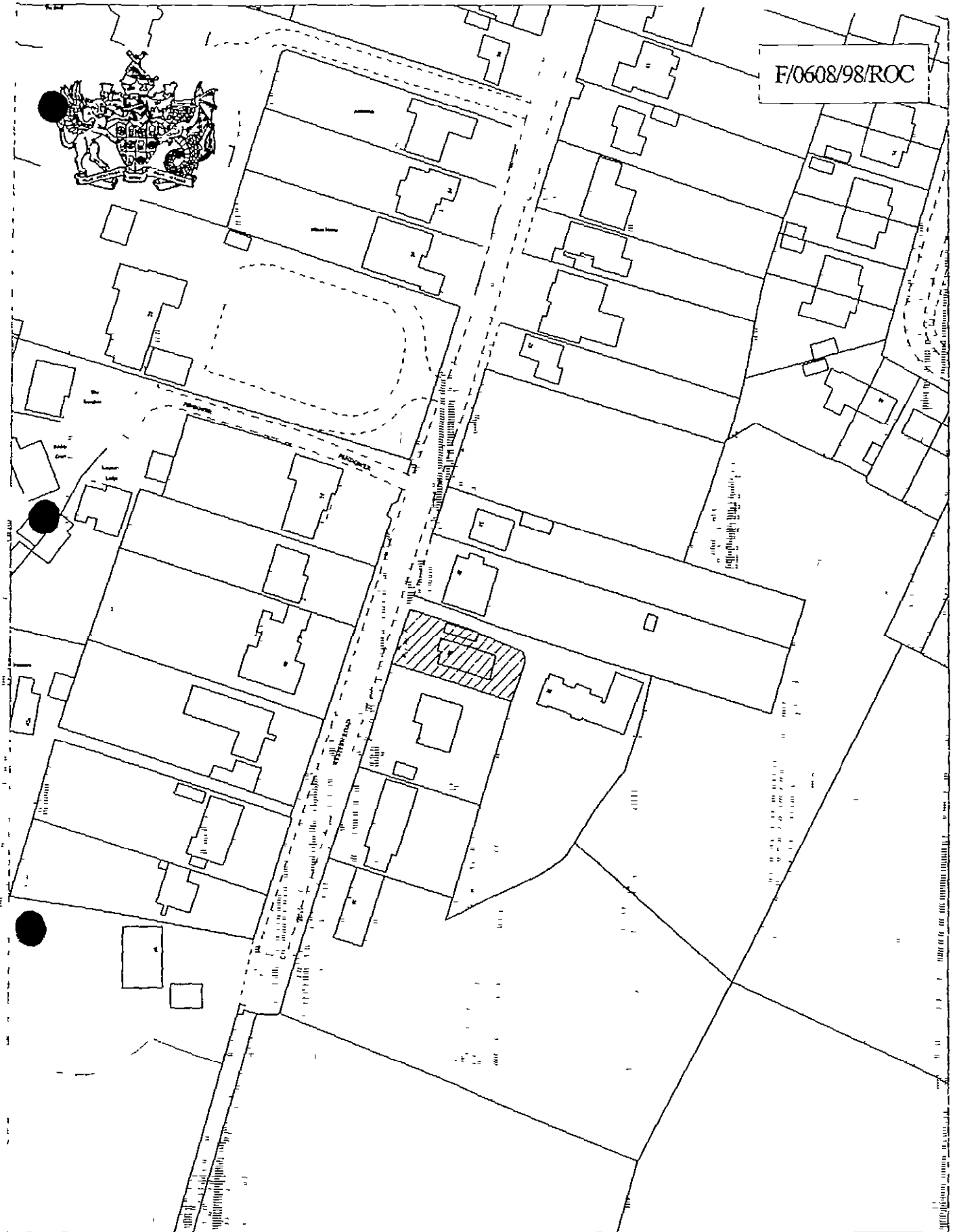
- i) the receipt of amended plans to satisfactorily resolve the siting of the driveway and
- ii) the following heads of conditions and any others found necessary.



- 01 SC4 TIME LIMITS - FULL
  - 02 SC14 MATERIALS TO BE USED (Externally)
  - 03 SC20 PD RESTRICTED-DORMERS
  - 04 SC22 PD RESTRICTED-WINDOWS
  - 05 SC23 PD RESTRICTED-OBS.GLAZING
  - 06 SC50 MEANS OF ENCLOSURE - FULL
  - 07 SC59 LANDSCAPE DESIGN - DETAILS
  - 08 SC69 VEHICULAR ACCESS - DETAILS
  - 09 SC74 DRIVEWAYS - SURFACE FINISH
  - 10 SC81 GARAGE & HARDSTAND
  - 11 SC60 TREE & SHRUB PROTECTION
  - 12 SC9 REMOVAL OF BUILDINGS (Prior to development)
- 

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F/0608/98/ROC



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F/0609/98/ROC RAYLEIGH TOWN COUNCIL AREA35 WESTERN ROAD, RAYLEIGH

ERECT TWO DETACHED 5-BED HOUSES (DEMOLISH EXISTING DWELLING)  
(REVISED APPLICATION FOLLOWING F/0144/98/ROC)

Applicant. MESSRS LODBURY HOMES

Zoning. Residential


Planning Application Details

- 4.1 The applicant seeks permission for the erection of two detached 5-bed houses with integral double garages which replace an existing chalet fronting Western Road. A concurrent application (F/0608/98/ROC referred to in the previous item) is under consideration for replacement of the bungalow chalet to the north with one dwelling which is different in design to that of the two dwellings proposed on this site.
- 4.2 The proposed dwelling on plot 1 of the site (located to the south) comprises an asymmetrical and triangular roof formation and displays typical characteristics to that of a chalet, especially when viewed from the front elevation, although it is essentially a two storey house. The overall height of the house measures 10.0 metres and 5.5 metres at the eaves. The rear of the dwelling comprises three windows at first floor level which face onto the garden of no. 31 Western Road. However, one of these windows is to the bathroom and will therefore have obscured glazing.
- 4.3 The proposed dwelling on plot 2 of the site (located to the north) has, in general, a similar roof formation to that of its neighbour on plot 1, apart from the insertion of a small dormer to the front roof slope to facilitate the inclusion of a games room at second floor level. The house also has a part gable frontage reaching 7.5 metres in height, although the overall height is the same as the dwelling on plot 1 at 10.0 metres. Again, the rear elevation comprises three windows, one of which will be obscure glazed.
- 4.4 The in and out accessway which currently serves the site would be altered at both crossover points to form an individual access to each of the proposed properties.
- 4.5 In terms of siting, the two dwellings follow the general pattern of development within Western Road with regard to the building line. The separation distance between the two dwellings is 3.0 metres while to the north and south of the site the 1 metre separation distance is achieved. Each of the rear gardens totals 170 square metres while the plot frontages measure 13.5 metres, thereby satisfying the minimum standards contained within Appendix 1 of the Local Plan.

Relevant Planning History

- F/0144/98/ROC  
This application proposed the erection of two detached houses and the demolition of the existing chalet. If Members may recall, this was presented on the Weekly List No. 422 (week ending 29 May 1998). However, the applicant had lodged an appeal against non-determination prior to a formal decision being made on the application. The applicant is currently holding this appeal in abeyance until a decision is made on the current application.

## Consultations and Representations

- 4 6 **Rayleigh Town Council** reiterate their previous comments that they wish to support the existing residents in their objections, on the basis of over-development of this site and that the proposed development would not be in-keeping with the existing and surrounding dwellings/area. The proposed dwellings would be visually intrusive to surrounding dwellings and would contravene Rochford Planning policies. The Town Council are concerned at the introduction of a third floor within the roof line appearing to be higher and whether the 1 metre separation policy was being applied.
- 4 7 **Essex County Council (County Surveyor)** raises no objections subject to the hardstanding being constructed of permanent materials, crossover details agreed prior to commencement of works, and a 1.8m wide footway along both frontages.
- 4.8 **The Council's (Head of Housing, Health & Community Care)** has no adverse comments subject to the Standard Informative SI16 (Control of Nuisances) being attached to any consent granted
- 4 9 **The Council's (Head of Corporate Policy & Initiatives)** states that the driveways, particularly Plot 2, will have a detrimental effect on the preserved lime trees. Therefore, it is strongly recommended that the width of the driveways are reduced and for the drive layout to take the trees into consideration.
- 4.10 **The Council's (Head of Leisure & Client Services)** has concerns over the position of the new driveways in relation to the effect upon the preserved lime trees. Therefore, it is recommended that conditions are imposed relating to the position of new driveways
- 4.11 **Anglian Water Developer Services** has no objections to raise to the proposals
- 4 12 **The Environment Agency** has no objection to the proposed development
- 4 13 Fifteen letters of representation and one petition have been received from a local residents objecting to the proposed development. Most of them refer to the proposal on this site together with that for one dwelling on the adjacent plot to the north. The main areas of concern are; over-development; design, spacing and height out of keeping with existing dwellings, impact on the private road which is maintained by residents; dwellings disproportionate to sites. The two dwellings which were recently built between 23-27 Western Road have been criticised and cited as an example of, inter alia, over-development. Other objections include, loss of light and privacy, may lead to on-street parking, problems regarding existing sewage and drainage system, concerns over effects on lime trees; contravention of Policy H24 and several other design policies within the Local Plan. Finally, several residents suggest that the site, together with that adjoining, would be more appropriate for a development of two rather than three dwellings
- 4 14 In addition, a letter from the M P for Rayleigh (Dr Michael Clark) has been received following a visit from a resident within Western Road. The individual brought to the attention both this application and F/0608/98/ROC and that three dwellings would be inappropriate. The M.P. agreed with the resident and hoped that the Planning Committee, when considering the application, will bear in mind the nature of Western Road and will not wish to change it by over-development.
- 

## Material Planning Considerations

- 4 15 The planning considerations material to the determination of this application are summarised as follows:
- Local Plan Policy;
  - siting and design; and
  - effect on preserved lime trees

### LOCAL PLAN POLICY

- 4 16 The site is within the existing residential area as designated within the Rochford District Local Plan (First Review), and therefore, the principle of residential development is established

### SITING AND DESIGN

- 4 17 Although the previous application (F/0144/98/ROC) was recommended for refusal on Weekly List No 422, no formal decision was made owing to the applicants late appeal against non-determination. However, this previous scheme was initially recommended for refusal and therefore the current application must be considered and viewed against the reasons for refusal and differences between the two schemes based on design suitability and effect upon residential amenity
- 4 18 As previously stated in this report, the proposal meets all the minimum standards contained within Appendix 1 of the Local Plan, although this does not always necessarily signal an automatic approval. The primary consideration therefore centres on the suitability and siting within the plots of the proposed dwellings.
- 4 19 When compared against the previous scheme, the siting of the proposed dwellings have been re-positioned further back into the site, thereby limiting the potential effect within the street scene, as can clearly be illustrated in the 'Reduced Street Impact Study' on drawing number 9746 16. The two dwellings are clearly separated by a distance of 3.0 metres, which is a greater margin than some of the existing properties within Western Road. The proposed dwellings are also of an individual design, thereby maintaining the general character of the road which comprises a mixture of dwellings of different architectural styles and sizes.
- 4.20 It is considered that there will be no detrimental effect upon the amenities which the existing residents enjoy. In particular, the dwelling which has the potential to be most effected is the rear garden of the property known as Melden Lodge or no 31 Western Road. However, this is located some 12-13 metres away from the proposed dwellings and is partially screened by the existing trees

### EFFECT ON PRESERVED LIME TREES

- 4.21 The three lime trees (marked T61, T62 and T63) to the frontage of the site are preserved by Tree Preservation Order No. 8/89. The previous scheme (F/0144/98/ROC) proposed the widening of the existing accesses and it was considered that this would result in root damage and/or root loss to T62 and this damage would likely to have serious consequences for the vigour, health and future viability of the tree which forms part of an established avenue of Limes.



- 4 22 The current proposal, to some extent has lessened the potential impact on the preserved lime trees by re-positioning the driveways. However, the Woodlands & Environment Specialist has indicated that the amended positions of the access points will still have a detrimental impact upon the roots systems of the trees. However, the applicant is currently preparing amended drawings, again illustrating a satisfactory position for the driveways. It is therefore considered that the recommendation to delegate will allow this issue to be satisfactorily resolved. In addition, the imposition of Condition No 11 below, will help protect the said trees during construction work.

Recommendation

- 4 23 The Corporate Director (Law, Planning & Administration) recommends that this application be delegated to the Director to approve subject to:

- i) the receipt of amended plans to satisfactorily resolve the siting of the driveways in relation to the preserved trees and
- ii) the following heads of conditions and any others found necessary.-

01 SC4 TIME LIMITS - FULL

02 SC14 MATERIALS TO BE USED (Externally)

03 SC20 PD RESTRICTED-DORMERS

04 SC22 PD RESTRICTED-WINDOWS

05 SC23 PD RESTRICTED-OBS GLAZING

06 SC50 MEANS OF ENCLOSURE - FULL

07 SC59 LANDSCAPE DESIGN - DETAILS

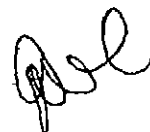
08 SC69 VEHICULAR ACCESS - DETAILS

09 SC74 DRIVEWAYS - SURFACE FINISH

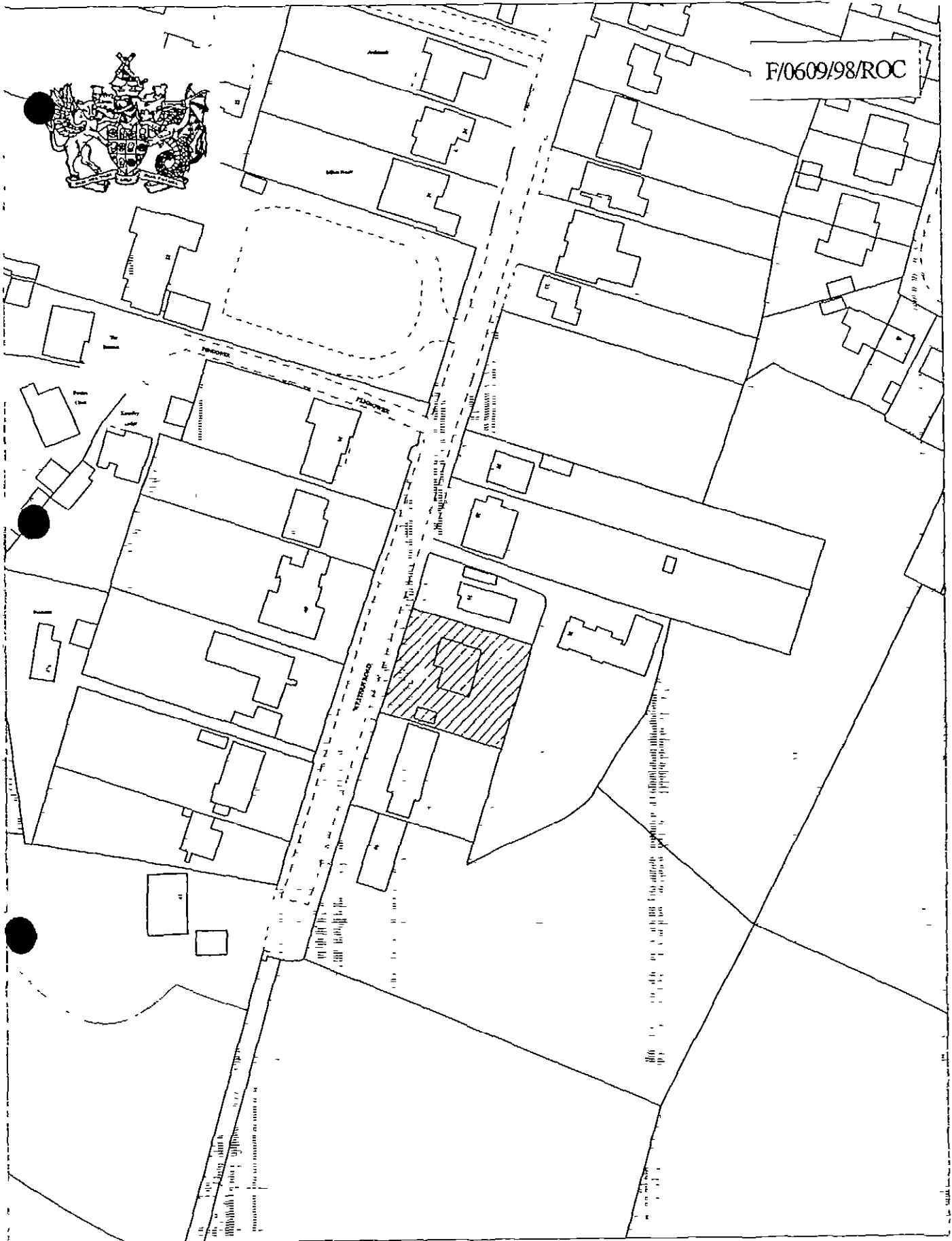
10 SC81 GARAGE & HARDSTAND

11 SC60 TREE & SHRUB PROTECTION

12 SC9 REMOVAL OF BUILDINGS (Prior to development)



F/0609/98/ROC



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F/0681/98/ROC RAYLEIGH TOWN COUNCIL AREA11 ALEXANDRA ROAD RAYLEIGH

## ERECT TWO 4-BED DETACHED HOUSES

Applicant. HISTONWOOD LTD

Zoning Residential

Site Frontage. 19 2m

Introduction

- 5 1 An appeal against non-determination has been lodged in relation to this scheme and written representations have been requested by the appellants
- 5 2 Members views are sought on the issues set out in the "Summary of Planning Considerations" forming the basis of the Council's case at appeal.
- 5.3 However, the appellant has indicated that the appeal would be withdrawn if the Council is minded to approve the proposal.

Planning Application Details

- 5.4 The proposal involves the erection of two 4 bedroom detached houses with attached garages.
- 5.5 The site is situated on a curved length of Alexandra Road adjacent to number 9A which is near the junction to Helena Road.
- 5 6 There was at one time a dwelling on this site called "The Nook", though this was demolished some years ago
- 5.7 This is a predominantly residential area to the North West of Rayleigh town centre The immediate area consists of a mixed street scene including houses, bungalows and chalets.

Consultations and Representations

- 5.8 **Rayleigh Town Council** consider the proposal to be an over development of a narrow site.
- 5 9 The **County Surveyor** recommends that conditions be attached requiring pedestrian visibility splays and a minimum of 3 parking spaces with a double width hardstanding be provided for each dwelling.
- 5 10 The **Essex County Council (Environmental Services Directorate)** confirms that an Elm tree at the far end of the development site subject to a County Tree Preservation Order 2/70 will not be affected and has no objection to the proposal
- 5.11 The **Environment Agency** has no objections to the proposal
- 5 12 **Anglian Water Services** has no objections subject to no buildings being erected within 3metres of the centre line of the public sewer crossing the site.

- 5 13 Two letters of objection have been received from the adjacent properties either side of the site. The main concern of the residents at number 17 is that the proposed dwelling in plot 2 projects forward in relation to their property by some 4m causing overshadowing. The residents of number 9A are mainly concerned over the design and height of the proposed dwellings as well as overcrowding of the site and the fact that the garage to the dwelling located in plot 1 will be built up to the side boundary

#### Summary of Planning Considerations

- 5 14 The principle planning considerations material to this appeal can be summarised as follows:

#### **Design and visual impact, Impact on amenities of adjoining occupants.**

- 5 15 The proposal should be considered in relation to the standard design guidance. This is contained in Appendix 1 of the Local Plan and The Essex Design Guide.

#### **DESIGN AND VISUAL IMPACT**

- 5.16 This part of Alexandra Road has a very mixed array of property styles and so the design of the properties would not stand out in respect of the larger composition of the area. Architecturally they make use of design features such as pitched roofs over the garage and rear ground floor extension as well as a hipped roof for the main house reducing its mass and appearance in the street scene.
- 5 17 The proposed dwellings do meet standards that are applied to new houses in respect of garden size and plot width. They each have a minimum private zone garden area of approximately 300sqm as well as a site frontage of 9.6m which is in line with policy requirements
- 5.18 Each dwelling will also require a minimum of 3 off street parking spaces and these are to be provided by a garage and two spaces on the driveway. The said garages are part integral at the sides of the dwellings and they abut the boundary rather than achieve the 1m separation required between any new property and the boundary. In all other respects the proposals achieve the required separation to the site boundaries. Officers have asked the agent to revise this element of the scheme without success. There are also many examples this style of garage (up to the side boundaries) in the street, of which numbers 5, 7.9 and 9A Alexandra Road are a clear case in point. In addition, the Local Plan policy relating to the separation of dwellings actually states that.

*'It is accepted that a total side to side separation of two metres may not be achievable in all cases relating to infill applications'*

- 5 19 In summary, whilst the garage projections do not achieve the 1m separation, the general character of the area and the street scene will not be detrimentally affected

#### **IMPACT ON AMENITIES OF ADJOINING OCCUPIERS**

- 5.20 The dwelling in plot two projects forward some 4m in front of Number 17 Alexandra Road. Whilst there is almost 3m separation between the boundary and Number 17, given the bend in the road and the pattern of development at this point, it would be more appropriate for this dwelling to be resited rearward by some 2m. The agent is minded to accommodate this request and at the same time ensure separation from the main dwelling retains the 1m requirement.
- 5.21 Fenestration on each side elevation is kept to a minimum reducing the impact on adjacent properties and restricted to the proposed level

- 5 22 The two plots would provide a 40m long garden to the rear of the dwellings and the plots back on to the rear gardens of Numbers 15 and 17 Helena Road removing any overlooking issues from this vantage

#### Conclusions

- 5.23 The agent is willing to resite the dwelling in plot 2 further back to create a more satisfactory pattern of development and to accommodate the request of Anglian Water. In terms of the garages being sited on the boundary, the applicant is unwilling to accommodate this standard highlighted in the supplementary planning guidance of Appendix 1 (Local Policy - Separation of Dwellings) The Local Planning Authority must realistically compare the proposal with what is already existing in the street scene It must be determined whether the proposed dwellings are so much worse in terms of design and impact on the street scene, or that a refusal of planning permission could be justified Officers consider on balance that this will not be the case.

#### Recommendation

- 5 24 The Corporate Director (Law, Planning and Administration) recommends that the application be delegated to the Director to approve should the appeal against non determination be withdrawn, subject to revised plans indicating the dwelling in plot 2 being resited satisfactorily rearward and to the following head of conditions as well as an informative regarding the requirements of Anglian Water and/or a resiting to accommodate their request Alternatively, if the appeal is not withdrawn it is recommended that Members confirm that the Council's response on appeal is based on the above report and intent to approve subject to the following conditions:

01 SC4 TIME LIMITS - FULL STD

02 SC14 MATERIALS TO BE USED

03 SC22 PD RESTRICTED WINDOWS

04 SC51 ENCLOSE/SCREENING

05 SC66 PEDESTRIAN VISIBILITY SPLAYS

06 SC81 GARAGE AND HARDSTANDING - AMENDED

The dwellings shall not be occupied before the garages and a double width hardstandings with a minimum width of 5m have been laid out and constructed in their entirety and made available for use. Thereafter, the said garages and hardstands shall be retained and maintained in the approved form and used solely for the parking of vehicles and for no other purpose which would impede vehicle parking.

07 SC70 VEHICULAR ACCESS - DETAILS

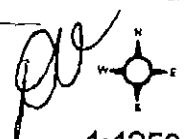
08 SC59 LANDSCAPE DESIGN - DETAILS

09 SC60 TREE & SHRUB PROTECTION



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F/0694/98/ROC PARISH OF CANEWDONESSEX MARINA, CREEKSEA FERRY ROAD, WALLASEA ISLAND

REMOVE EXISTING ROUNDABOUT AND FLOODGATES, EXTEND CONCRETE RAMP TO PROVIDE ACCESS OVER THE SEA WALL TO REGRADED EXISTING SLIPWAYS, INCLUDING PROVISION OF STEEL PILED JETTY TO SUPPORT TRAVELIFT BOAT HOIST

Applicant ROBIN LEVY

Zoning Metropolitan Green Belt; Roach Valley Conservation Zone,  
Special Landscape Area; Coastal Protection Area

Planning Application Details

- 6 1 This application relates to improvements and additions to the existing arrangements for launching and recovering boats at the Essex Marina and associated boatyard. Currently, one of the two existing slipways is accessed through removable floodgates in the sea wall and the other via a ramp over the sea wall. The application proposes to replace the floodgates and close the sea wall by means of a graded semi-circular concrete apron to give a ramped access over the sea wall for all boat movements.
- 6 2 The concrete apron will extend across the end of the access roadway, which is private from the junction with Creeksea Ferry Road, and necessitate the removal of the roundabout below the Harbour Master's Office which has a tree and a number of shrubs planted in the middle thereof.
- 6 3 The westernmost slipway which is currently served by a ramped approach is to be raised to the top of the sea wall beyond which it will slope gently for the first 42 metres to an open steel pile braced structure which will support tracks for a travelling hoist for larger boats. Boats could also be launched from the end of the concrete platform by fork lift truck. The end of the hoist structure will extend out as far as the existing fuel barge which is moored at the end of the first marina pontoon.
- 6.4 The revised gradient of the eastern most slipway will be much shallower and is intended for the trailer launching of smaller boats.
- 6 5 A public footpath currently runs along the top of the sea wall to either side of the existing slipways and a difficult route needs to be negotiated to travel from one side to the other. The new proposals will give an uninterrupted route along the top of the new apron approaching the slipways.
- 6 6 In a letter accompanying the application, it is stated that this proposal is a prelude to a further application for the comprehensive development of the site involving the majority of the buildings, the Wardroom Hotel, car parking and open boat storage areas to provide modern buildings in keeping with the requirements of chandlers, sail makers, marine engineers, boat builders and repairers and modernised licenced facilities.
- 6 7 The current application is subnitted however because it is important that the facility is installed and operational by next Spring. The installation of the new travel hoist facility does not depend on any of the other site works proposed since the hauling and launching of boats is a stand alone facility which will use the open boat storage facilities in their existing form.
- 6.8 There is no relevant planning history on the site.

### Consultations and Representations

- 6 9 **Paglesham Parish Council, Ramblers Association, Essex Wildlife Trust, Rochford Hundred Amenities Society** - No comments received at the time of writing but will be reported at the meeting if received
- 6 10 **Crouch Harbour Authority** - No objection in principle but a works licence will be required and details of any necessary dredging submitted. (The applicants have now confirmed that no dredging will be necessary)
- 6 11 **Environment Agency** - The prior written consent of the Agency for the proposed structures and works will be required under various relevant Acts.
- 6.12 **Head of Health, Housing and Community Care** - No adverse comments subject to Standard Informative SI16 being attached to any consent granted
- 6.13 **Head of Environmental Policy and Initiatives** - Reports that the proposal could well affect the local environment and due to the sensitive nature of the site English Nature's comments should be heeded to ensure Policy RC3 could be met.
- 6.14 **English Nature** - Are of the opinion that the proposal would not adversely affect the conservation objectives or integrity of the Crouch and Roach Estuaries Special Protection Area and Ramsar Site and is not directly connected with the management of the site for nature conservation. If carried out in the manner specified, this project will not, in the opinion of English Nature, adversely affect the conservation objectives and the integrity of the site. This advice also applies to the Site of Special Scientific Interest. English Nature is of the opinion that the proposal will not affect the wildlife interest of the site.
- 6.15 **Maldon District Council** - No objection
- 6.16 An individual with an interest in the **Roach Valley Conservation Zone** cannot support the application for the following reasons:-
1. The proposed structure would have a detrimental visual impact on the area.
  2. It is immediately adjacent to the revised coastal ESA proposed recently by MAFF and the views from there should be considered.
  3. Is the proposal really necessary, are there sufficient large boats to justify such an ugly structure being put into such a sensitive area?
  4. Have any hydrological studies been carried out to determine the effect of the changes on the water flow and the river bed? It is realised it is an open structure but raising and extending the concrete slipway could result in changes to the river bed and accumulation of silt and with the anticipated increase in tide levels, raising the concrete to the top of the sea wall could lead to flooding. Alternatively, there may be a further application to increase the amount of concrete

### Material Planning Considerations

- 6 17 Whilst the basic Essex Marina site is within the Metropolitan Green Belt, the main site of this application is in an area of no notation on the Local Plan within the River Crouch. The Marina could be regarded as a Major Developed Site in the Green Belt as referred to in Annex C of PPG2 where redevelopment may be permitted.



- 6 18 The Local Plan recognises in Chapter 6, Leisure and Tourism, that Essex Marina is the most appropriate location for increases in pontoon and mooring facilities to which this proposal will be complementary
- 6 19 The application is basically for replacement and improved facilities for an important leisure facility which is an asset to the District providing facilities on the heavily populated area south of the river to complement those on the north
- 6.20 Although the new slipways and travelling hoist will be more prominent than those existing, they will be viewed in the context of the much larger docking facilities and vessels at the nearby Baltic Wharf to the west and are not out of character in this type of location. The travel hoist that currently operates here has to be totally immersed in water when used with consequent difficulties in bad weather and the high level of siltation means the present slipways are frequently unusable
- 6 21 The revised arrangements for continuing and joining the footpath along the sea wall between the slipways will be a much safer and more convenient arrangement than the existing and is to be welcomed.
- 6 22 Although the removal of the roundabout resulting in the loss of trees and shrubs is somewhat regrettable, it is arguable that they are inappropriate in this location and that overall environmental improvements will ensue as a result of this development and the further planned improvements to the general Marina complex.
- 6.23 English Nature and the Crouch Harbour initially expressed concerns regarding the possible need for and effects of dredging, but the applicants have written to confirm that no dredging will be required to enable the new construction to take place

Recommendation

- 6 24 The Corporate Director (Law, Planning and Administration) recommends that this application be approved subject to the following condition -

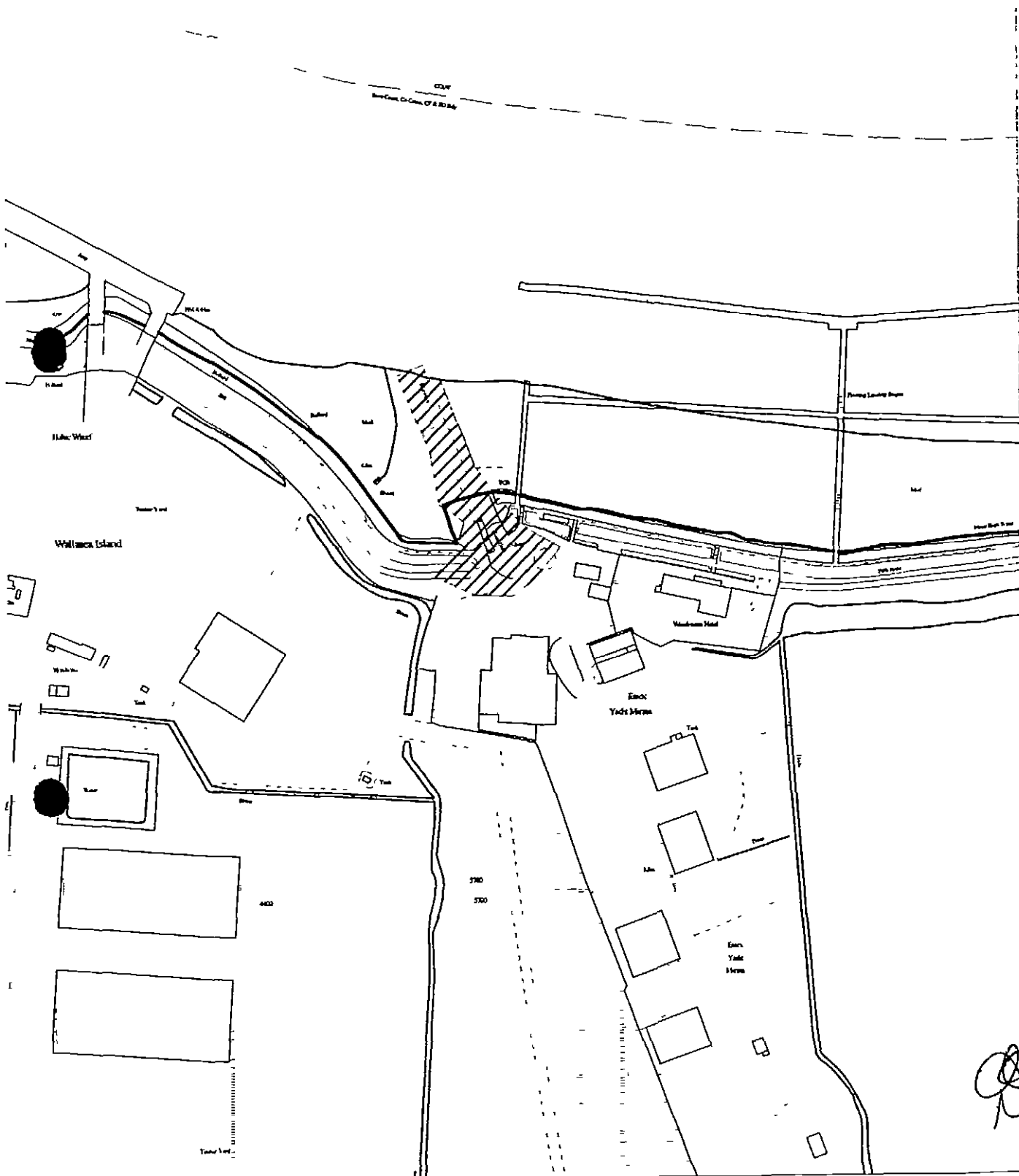
01 TIME LIMITS FULL SC4

02 MATERIALS TO BE USED SC14





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OL/0507/98/ROC RAYLEIGH TOWN COUNCIL AREA

41-67 LOWER LAMBRICKS RAYLEIGH

OUTLINE APPLICATION TO ERECT 10 HOUSES COMPRISING 8 DETACHED AND 2 SEMI-DETACHED UNITS WITH PRIVATE DRIVE ACCESS (DEMOLISH EXISTING STORAGE BUILDING)

Applicant: F G BRUSCHWEILER LTD

Zoning: Residential

Site Frontage: Approx 95m Site Depth: Varies from approx. 38m to 43.5m  
Site Area: 0.32ha (0.8 acres) Density 31 lph (12.6 dpa)

Introduction

- 7.1 An appeal against non-determination has been lodged in relation to this scheme and written representations have been requested by the appellants.
- 7.2 Members views are sought on the issues set out in the "Summary of Planning Considerations" forming the basis of the Council's case at appeal or alternatively, should the applicant be minded to withdraw the appeal, the Director be authorised to determine the appeal in accordance with the recommendation.

Application Details

- 7.3 The applicants are seeking outline planning permission to demolish some existing single storey pitched roofed commercial warehouse buildings and erect 10 houses comprising 8 detached and 2 semi detached houses. Siting and means of access are applied for at this stage as shown on the site and location plans, other drawings are for illustrative purposes only. The majority (7) of the proposed houses comprise frontage development to Lower Lambricks but three of the dwellings including the pair of semis are located to the rear accessed via a wide private drive. The site and existing buildings are currently used for the storage of furniture and distribution purposes.
- 7.4 The site is located to the north of Rayleigh Town Centre and to the west of Hockley Road within an established residential area. It abuts an area of Public Open Space which lies immediately next to its eastern boundary.

Relevant Planning History

Applications EEC/RAY/43/48, EEC/RAY/64/48 and EEC/RAY/37/49 related to the manufacture of bricks and digging sand, brickearth and associated matters and were granted permission.

Application EEC/RAY/186/58 for the change of use to furniture storage buildings granted on 25th November 1958 subsequent applications EEC/RAY/34/65, EEC/RAY/130/66 and EEC/RAY/108/67 related to external toilets, re-erection of a building damaged by fire and associated development.

- 7.5 Other applications in the late 1960's and early 1970's related to caravan storage, a single dwelling, a warehouse and fuel tank, alterations to an existing building and erection of a chalet

- 7 6 Outline Application EEC/RAY/426/73 for the erection of 27 flats was refused permission on 13th December 1973 on grounds of overdevelopment of the site, out of character with surrounding development, inadequate amenity space, inadequate provision for the off loading and turning of service vehicles and no provision for visitor parking.
- 7.7 Application ROC/1130/80 to replace existing toilets granted permission on 4th February 1981
- 7 8 Application ROC/656/86 for the erection of a two storey warehouse was refused planning permission on 21st November 1996 on grounds of intensification of an existing non conforming use, including additional heavy goods vehicle movements detrimental to highway safety and consequent noise and disturbance undermining the amenities of local residents.

#### Consultations and Representations

- 7 9 **Rayleigh Town Council** comment that they have no objections to this proposal
- 7.10 The **County Surveyor** has no objection subject to appropriate conditions being imposed on any decision notice issued. He also confirms that the access road serving the three properties to the back of the site could be reduced to 4.1 metres provided it is splayed to a suitable dropped kerb crossing and a size 3 turning area is constructed abutting plots 8 to 10.
- 7.11 The **County Planner (Specialist Architectural Advice)** advised verbally that the proposal has several failings including a predominance of integral garage house types shoe horned into the site. To achieve larger gaps will necessitate reducing the density and providing detached garaging so that garage doors do not unduly dominate front elevations consistent with the immediate environment/dwellings in the vicinity. This would also remove potential poor visual impact of dominant car parking to the front of the dwellings together with numerous areas of hard standing. Generally a greater variation in house types is suggested.
- 7 12 This would also enable more generous landscaping to the frontage. This is considered important in view of the sites' proximity to the public open space which forms the backcloth to the site.
- 7 13 Also that a size 3 turning facility should be provided and that the access does not have to be as wide as shown (9m) as it is serving only three properties to the rear ie could be of private drive dimensions which will also give scope to compensate for the aforementioned revisions suggested.
- 7 14 On matters of detail it is noted that plot 8 does not have a full 1 metre separation to the boundary abutting the public open space and that if plots 8 to 10 to the rear are acceptable in principle a condition removing Permitted Development Rights with respect to the provision of windows and obscure glazing will have to be imposed to appropriate elevations which are considered likely to overlook the existing and proposed dwellings in Lower Lambricks
- 7.15 **Anglian Water** has no objections to raise in principle to the proposals from the planning aspect subject to the imposition of a condition that foul and surface water drainage details are submitted for the approval in writing by the local planning authority.
- 7 16 The **Environment Agency** has no objection to the proposed development as submitted
- 7 17 The **Head of Health Housing and Community Care** has no adverse comments subject to standard informative SI16 (Control of Nuisances) being attached to any permission granted
- 7.18 The **County Planner (Specialist Archaeological Advice)** advises that the site is a former quarry and this would have resulted in the removal of any archaeological remains. He therefore confirms that in this instance no archaeological condition need be attached to any planning permission issued.

7 19 The Rayleigh Civic Society support the application on behalf of two of its members who live near the site as it will result in removal of a non - conforming use and associated commercial traffic problems. They acknowledge that the land is zoned for residential purposes but consider it essential that the small open space to the rear of the site should remain undeveloped.

7 20 22 letters have been submitted by local residents 6 of which are from three households. 10 letters positively support the proposal, 8 are in favour in principle subject to conditions and 4 object. The collective comments and concerns are summarised below.

a) Those in favour emphasise that it will remove the existing non conforming warehouse use and associated noise and disturbance including heavy lorry traffic which frequents the site causing damage to pavements, street furniture etc

b) Those 8 which are in favour but raise the following points:-

i) Opposition to any more than 10 properties on the site

ii) Concern to ensure that when the buildings are demolished that the roofs, if constructed from asbestos sheeting, are removed safely

iii) Adequate surface water drainage is provided as there is a history of local flooding

iv) Suggest a public footpath is provided within and to the north side of the site to afford access to the POS by children at present excluded by the present distant access.

v) Traffic calming is introduced as part of the scheme within the site to lessen traffic speeds within this part of Lower Lambricks.

vi) 70% of tree cover to the frontage has been removed and would wish to ensure that substantial compensatory landscaping is provided within the present proposal

vii) One resident is concerned about possible encroachment on his land.

c) Objections raised on the grounds of:-

i) The proposal will create increased traffic and would be very intrusive resulting in increased noise from additional families moving into the neighbourhood.

ii) that the 2 semi detached houses should be excluded to allow more room for car parking as this is a problem in the vicinity of the site

iii) "Toe in the door" threat to developing the open space land behind the site

iv) To central private drive access road proposal which is considered to be incompatible with surrounding frontage development and from residents living opposite the proposed access about increased road noise and the effects of head lights shining directly into their living room windows

v) Detrimental effect on existing house values.

### Material Planning Considerations

- 7 21 The main planning issues material to Members consideration of this application are the effect of the proposal on :
- i) Policy, character and appearance of the area;
  - ii) Its impact on the living conditions of neighbouring residents
- i) Policy, Character and Appearance of the Area
- 7 22 Members will recall the thrust of Structure Plan Policies BE1 and 2 and PPG3 - Housing, to the effect that full and effective use should be made of land compatible with the area. This proposal is not in conflict with this approach.
- 7.23 Policies form an integral part of the development plan and in particular policy H19 supports the principle of the development of small sites in defined residential areas but will assess each site on its individual merits having due regard to policy H11.
- 7 24 The site is allocated for residential purposes and the key issues in considering this application is whether or not the proposal is acceptable in residential amenity, layout and highway terms within the context of Policy H11 which includes reference to adopted design policies and aspects of the Essex Design Guide for residential areas and related highway standards as contained within Appendix 1 of the plan.
- 7 25 The relationship of new to existing dwellings is considered to be acceptable within the context of the surrounding frontage development in this instance. The character of the immediate residential area consists of two storey housing displaying a mixture of houses with both integral and detached garaging.
- 7 26 The potential scale of the development is generally acceptable in this instance and must be considered in relationship to other two storey development in the vicinity and the existing substantial commercial buildings on the site. Although single storey they have high pitch roofs and substantial bulk and their removal together with various containers and sundry items associated with the existing operation will be a considerable improvement to the urban street scene in this location.
- 7 27 The proposal conforms to the detailed technical criteria in Appendix 1 of the District Plan including amenity space, parking and so on which is satisfactory in this instance. Though the southern tip of plot 8 is fractionally below the one metre separation to its southern boundary and therefore contrary to strict application with adopted Supplementary Planning Guidance specified within the RDLP it is side on to the Open Space which is unlikely to be developed and therefore the coalescence which it seeks to prevent will not occur in any event. The density is 31.1 per hectare (12.58 per acre). The layout is satisfactory, reasonably consistent with surrounding development.
- 7 28 In conclusion the proposal is acceptable in terms of policy, character and appearance and it does not entail serious loss of amenity to local residents and the elimination of the existing non conforming commercial use is entirely consistent with the aims of POLICY H24 which seeks to safeguard the amenities and character of residential areas.

## ii) Its Impact on the Living Conditions of Neighbouring Residents

- 7.29 The accesses to the proposed garaging to the frontage and private drive development to the rear are considered adequate and satisfactory. Also the County Surveyor does not raise objection subject to appropriate planning conditions being met and considers a reduction in the width of the private drive serving the 3 properties to the rear of the site to 4.1m acceptable and an increase of the turning head to a size 3 to cater for fire appliances. Residents concerns about additional traffic must be balanced against the fact that the site contains an established commercial use which attracts heavy goods vehicles and associated noise and disturbance. The established access being from Lower Lambricks.
- 7.30 The 3 plots proposed within the body of the site require careful treatment especially plot 8 to ensure no undue loss of amenity occurs due to overlooking of existing or proposed frontage development to Lower Lambricks. Accordingly, a condition is recommended controlling windows to these 3 plots
- 7.31 The applicant has also been asked for clarification of the site dimensions and boundaries

### Recommendation

- 7.32 The Corporate Director (Law, Planning and Administration) recommends that the application be delegated to the Director to approve should the appeal against non-determination be withdrawn, subject to revised plans indicating the private drive and turning head arrangements outlined above, as well as the clarification of the site dimensions and boundaries and to the following heads of conditions. Alternatively, if the appeal is not withdrawn it is recommended that Members confirm that the Council's response on appeal is based on the above report and intent to approve.

01 SC2 RESERVED MATTERS - STD

02 SC3 TIME LIMITS OUTLINE - STD

03 SC9 REMOVAL OF BUILDINGS

04 SC49 MEANS OF ENCLOSURE - OUTLINE

05 SC58 LANDSCAPE DESIGN - DETAILS

06 SC78 CAR PARKING PROVISION

07 SC83 SITE LEVELS

08 SC84 SLAB LEVELS

09 SC66 PEDESTRIAN VISIBILITY SPLAYS

10 SC91 FOUL WATER DRAINAGE

11 SC90 SURFACE WATER DRAINAGE

12 NON STANDARD CONDITION

a) With respect to the details ("Reserved Matters") to be submitted pursuant to condition 01 the details of the proposed first floor fenestration to the side and rear elevations of plots 8, 9 and 10 shall be designed to ensure that there is no undue overlooking to the existing dwellings and proposed dwellings including private amenity space serving these plots.

b) Any windows provided at first floor level to comply with this condition shall be obscure glazed to the rear and west side elevations to plot 8, the rear elevation to plot 9 and to the rear and west side elevation of plot 10, except for a maximum of one clear glazed window which may be provided at first floor level to the rear elevation of plot 10

c) Furthermore notwithstanding the provisions of Article 3, Schedule 2, Part 1, Class A of the Town and Country Planning (General Permitted Development) Order 1995, (including any Order revoking and reenacting that Order, with or without modification) no further windows, doors or other means of opening shall be inserted above first floor finished floor level on the said elevations in addition to any which may be approved as part of a "Reserved Matters" application

#### 13 NON STANDARD CONDITION

The private driveway leading to plots 8 to 10 to the rear of the site shall be 4.1m in width and have a turning head (eg size 3) capable of accommodating a fire appliance in accordance with details which shall be submitted to and agreed in writing by the Local Planning Authority and carried out as agreed prior to the occupation of the said plots.

#### 14 SC65 FORWARD VISIBILITY SPLAYS

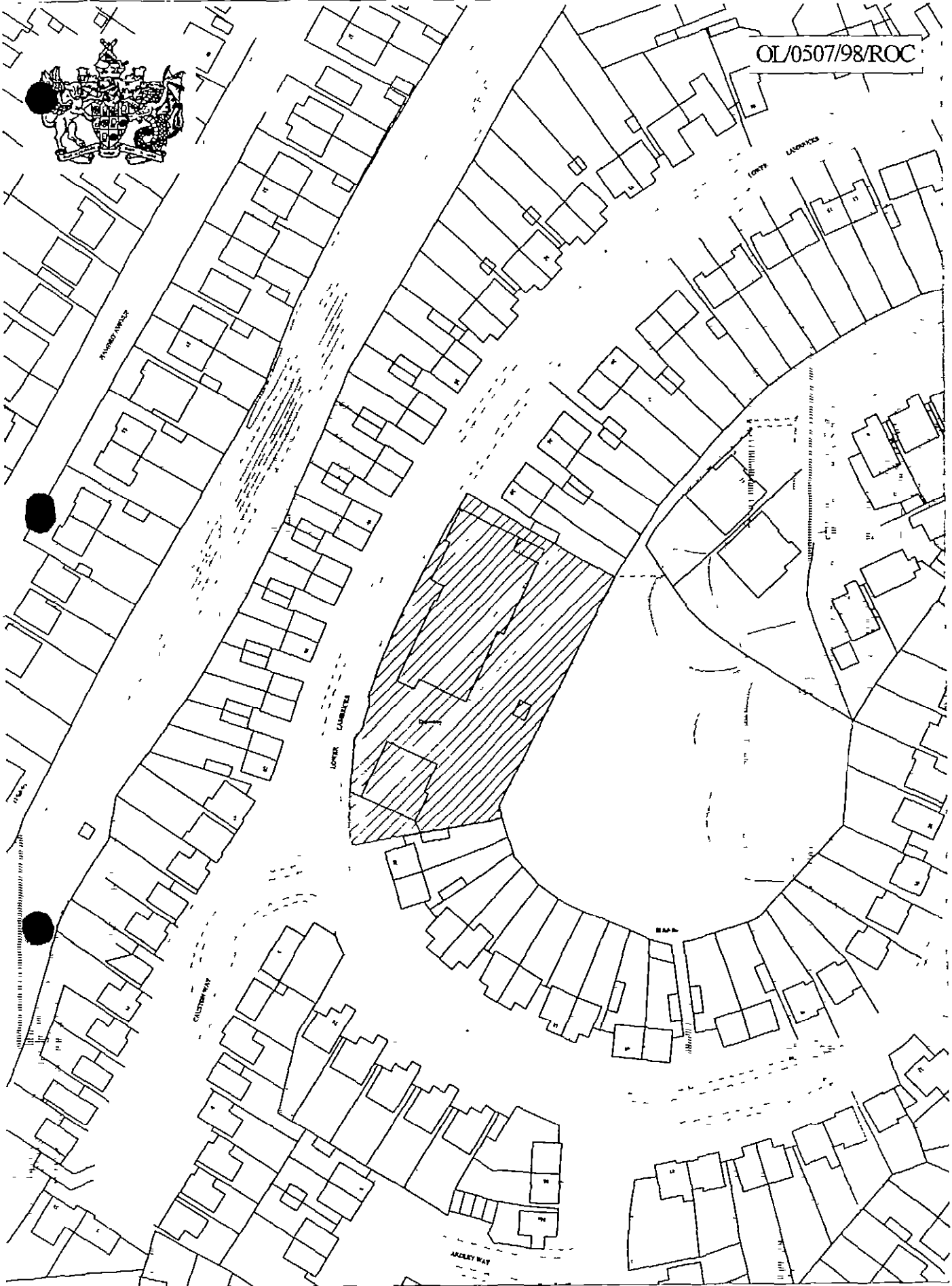
No development requisite for the erection of plots 8 to 10 hereby permitted shall commence, before the private driveway referred to at condition 13 above, has been laid out and constructed so as to ensure that visibility splays providing clear and continuous views of traffic measuring 20 metres by 60 metres within the limits of the site to both sides of the private driveway have been provided in accordance with details which shall previously been submitted to and agreed in writing by the Local Planning Authority. Once provided any such sight splays shall thereafter be retained and maintained in the approved form, free of obstruction above a height of 600mm above finished surface of the private drive, notwithstanding the provisions of Article 3, Schedule 2, Part 2, Class A of the Town and Country Planning (General Permitted Development) Order 1995 (including any Order revoking or reenacting that Order, with or without modification).

#### 15 SC74 ACCESS WAYS SURFACE FINISH

The private driveway referred to at conditions 13 and 14 and driveways to the individual properties shall be constructed and completed in permanent materials, prior to use by vehicular traffic and/or the respective dwellings first being occupied, in accordance with details which shall previously have been submitted to and agreed in writing by the Local Planning Authority. Thereafter the surface finishes of the private drives shall be retained in the approved form.

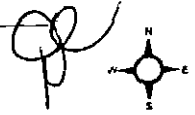






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GLEBE COUNTY INFANTS SCHOOL CRESWICK AVENUE RAYLEIGH

REPLACE EXISTING CHAIN LINK FENCING WITH 1 8M HIGH PALISADE FENCING AND GATES

Applicant: ESSEX COUNTY COUNCIL

Zoning: Primary School

Planning Application Details

- 8.1 This application is made by Essex County Council and proposes the erection of a steel palisade fence at two entry points to Glebe County Primary School, the end of Philbrick Crescent and the end of Glebe Drive
- 8.2 The determining Authority for this application is Essex County Council, the role of Rochford District Council in this instance is that of a consultee.

Planning History

- 8.3 Essex County Council granted planning permission for a steel palisade fence and pedestrian gates on the Talbot Avenue frontage of Rayleigh Glebe Infant and Junior School via application CC/0682/97/ROC.
- 8.4 Other numerous planning permissions have been granted in the past for developments which mainly relate to the educational purpose of the site e g demountable classrooms, extensions to classrooms.

Consultations and Representations

- 8 5 The County Surveyor - no comment.

Material Planning Considerations

- 8.6 The palisade fence and pedestrian and vehicular gates proposed by this application will replace an existing chain link fence at the Philbrick Crescent entrance to the school which has a road frontage of some 10m and the Glebe Drive entrance which also has a road frontage of 10m
- 8 7 The steel palisade fencing is to be approximately 1.8m high and will include access gates for pedestrians at the Philbrick Crescent East entry point and vehicular access to playing field only via the Glebe Drive entry point.
- 8.8 The proposed fence is similar to that approved at the Talbot Avenue entrance to the school with a colour finish of dark green and is considered to be acceptable in planning terms
- 8 9 The existing chain link fencing is often subject to vandalism and it is suggested that the proposed fencing will give greater security to the site

Recommendation

- 8 10 The Corporate Director (Law, Planning and Administration) recommends that Essex County Council be advised that Rochford District Council have no objections to the development proposed by this application, subject to the following conditions

01 TIME LIMITS FULL - STD SC4

02 NON STANDARD CONDITION

No works requisite for the implementation of any part of the development hereby permitted shall commence, except as in accordance with precise details (including samples) of the proposed colour and finish of the palisade fencing and pedestrian and vehicular gates to be erected, which shall previously have been submitted to and approved in writing by the Local Planning Authority. Thereafter, the development shall be retained and maintained in the approved form, notwithstanding the provisions of Article 3, Schedule 2, of the Town & Country Planning (General Permitted Development) Order 1995.

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98/00784/DP3



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98/00780/OUT RAYLEIGH TOWN COUNCIL AREARAYLEIGH TENNIS CLUB WATCHFIELD LANE RAYLEIGH

ERECT 5 DETACHED DWELLINGS WITH GARAGES PRIVATE DRIVE ACCESS AND TURNING FACILITIES

Applicant RAYLEIGH TENNIS CLUB

Zoning: Residential

Site Area 0.422 ha. Gross density 12 per ha. (5 per acre)

Planning Application Details

- 9.1 This is a revised outline application for the erection of 5 dwellings following refusal of OL/0598/97/ROC by the Committee on 3 September 1998. The previous report is appended for Members' information. The only item on which approval is sought under this application is the means of access, with siting, design, landscaping and external appearance to be reserved for later approval.
- 9.2 The application for the replacement tennis club in London Road on the west side of Rayleigh has now been approved
- 9.3 The reasons for refusal of the previous application, against which an appeal has been lodged with a hearing scheduled for 23 February, were:-
- 'The proposed development, by reason of the site levels relative to adjoining properties and the two storey nature of the proposed dwellings, would lead to overlooking of these adjacent dwellings and the loss of privacy to the occupants thereof '*
- 9.4 In the previous application, the proposed dwelling units were described as being of 'two-storey chalet design' but this revised scheme refers to 'dwellings' which in theory could include houses, chalets or bungalows. The illustrative layout submitted with the application does however again indicate units of chalet style design, and the layout has been amended with units re-orientated to give a better relationship to the existing surrounding dwellings. This plan is submitted for information only and the layout shown does not form part of this outline submission and the type of dwellings indicated do not necessarily reflect the properties which may subsequently be pursued at the detailed planning stage
- 9.5 In a covering letter, the agent states that the previous application was for exactly the same type of development in principle with the same matters reserved for later approval, and is aggrieved that an unreasonable and unjustified decision appears to have been made on detailed planning grounds. This new application is therefore submitted in a genuine attempt to enable the Committee to re-consider its position and hopefully make a favourable decision which will enable the current appeal to be withdrawn

Consultations and Representations

- 9.6 **Rayleigh Town Council** - comments awaited
- 9.7 **County Surveyor** - has similar requirements and detailed specifications for the access road etc as the previous application including new dropped kerb crossing at the junction with High Road, the road to terminate in a size 3 turning head, provision of 1.8m wide footway, construction of carriageway and footway to be to adoptable standard and provision of visibility splays

- 9 8 **County Planner (Archaeology)** - Full archaeological investigation condition required
- 9 9 **Anglian Water** - No objection in principle subject to conditions requiring submission of drainage details.
- 9 10 **Head of Housing, Health and Community Care** - no adverse comments subject to Standard Informative SI16 (Control of Nuisances) being attached to any consent granted
- 9 11 A total of ten letters of objection have been received from **members of the public** on the grounds of visual intrusion; out of character with surrounding development; unsuitable access; overlooking and loss of privacy and loss of open space. The fear was also expressed that car headlights from the new development may shine into existing properties due to the difference in ground levels. Some respondents said they would not object to bungalows however, particularly if the number of units were reduced.

#### Material Planning Considerations

- 9 12 This application site is within residential allocation on the Adopted Local Plan and it is proposed to relocate the tennis courts and provide improved facilities elsewhere within the District for which planning permission has been granted. There is therefore no objection to the redevelopment of the site for housing in principle, and the site is clearly capable of accommodating 5 units which would give an approximate gross density of 12 units per hectare (or 5 units per acre).
- 9.13 The major feature which needs to be taken into account in assessing the suitability of any development proposed for this site is clearly the difference in ground level between it and some of the surrounding back gardens. In this respect the two main aspects which could potentially give rise to problems are the visual dominance of the proposed dwellings and the likelihood of overlooking.
- 9.14 In terms of overall mass, there may be little difference between a bungalow with a reasonably pitched roof and a chalet. A conventional 2-storey house could appear unduly dominant however when viewed from the lower level back gardens to the east and particularly south of the site, where it may not be possible to achieve as much isolation from the site boundary, and where the difference in levels is at its greatest, as is the tree screening which in the main would ameliorate any impact
- 9.15 The minimum back to back distance recommended in the Essex Design Guide to ameliorate the effects of overlooking is 25 metres, whereas the indicative layout submitted with the application shows about 43 metres to the properties in Weir Gardens. However, where there is a difference in ground levels as in this case, a higher above eye level screen may be necessary. Clearly a conventional 2-storey house would appear higher to the bungalows in Weir Gardens (some of which have been converted to chalets) than if they shared the same ground level, but the greater the separation distance between them, the less becomes the apparent difference.
- 9 16 Where the proposed buildings flank onto the site boundary, they are likely to be nearer the backs of existing properties but the area of the side elevation is only about half that of a front or rear elevation and therefore less dominant and overshadowing. Overlooking will be at an oblique angle where the new buildings are at right angles to the existing rear boundaries and therefore minimal, especially where screen planting already exists.
- 9.17 There is an effective tall screen of evergreen trees on the boundary with 14-18, Elizabeth Drive, and a lesser tree/hedge screen on the majority of the remainder of the southern and eastern boundaries. On the northern boundary, there is a mixture of hedges, screen fences and chain link fencing and the revised indicative layout shows the proposed dwellings to be reasonably isolated from this boundary which was a focus of concern on the earlier indicative layout, but it has now been illustrated that this can be effectively dealt with.

- 9 18 The fencing and landscaping of the site would clearly be an important element in consideration of the detailed proposals should permission be granted, not least to minimise the possibility of disturbance by vehicles, especially from their headlights at night.

### Conclusions

- 9 19 This application must be determined on the basis of the description of the proposed development which is for five residential units without the type being specified. The illustrative layout indicating a chalet type design must be ignored in determining whether this outline application is acceptable in principle.
- 9.20 Having given the matter further careful consideration, your Officers are still of the same opinion that, particularly in view of the revised illustrative layout and the screen planting which already exists in part, it would be difficult to resist appropriately designed chalets on this site and that the application should not be refused on the grounds that the type of dwelling is not specified in the description of the development.
- 9 21 Your Officers do consider however, that conventional 2-storey development would be inappropriate on this site in view of the bungalow/chalet character of the surrounding development and the differences in ground levels, and therefore for the avoidance of doubt, a condition should be imposed specifying that the units should be of bungalow or chalet design

### Recommendation

- 9.22 The Corporate Director (Law, Planning & Administration) recommends that this application be approved subject to the following conditions:-

01 SC2 RESERVED MATTERS - SPECIFIC

02 SC3 TIME LIMITS OUTLINE

03 NON STANDARD CONDITION

No development requisite for the erection of any of the dwellings hereby permitted shall commence before the following improvement works have been carried out in full:

- new dropped kerb crossing at the junction with High Road
- widening of parts of the access road
- provision of footway alongside part of the carriageway
- provision of passing bays
- provision of ramp(s)
- construction of the carriageway and footway to be to an adoptable standard
- the road to terminate in a size 3 turning head

Full details of all the above works shall first have been submitted to and agreed in writing by the Local Planning Authority. Such details shall include measures to avoid damage to roots of the trees preserved under TPO 11/98 (T1 and T2).

04 SC64 VISIBILITY SPLAYS - DETAILS

05 SC67 PEDESTRIAN VISIBILITY SPLAYS

06 SC78 CAR PARKING - PROVISION

07 SC60 TREE AND SHRUB PROTECTION

08 SC49 MEANS OF ENCLOSURE - OUTLINE

09 SC54 TREES TO BE RETAINED

10 SC96 ARCHAEOLOGICAL WORKS

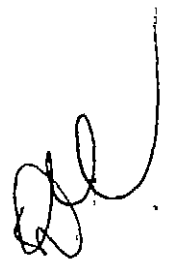
11 SC84 SLAB LEVELS

12 SC58 LANDSCAPE DESIGN - OUTLINE

13 NON STANDARD CONDITION

The dwellings hereby approved shall be of bungalow or chalet design.

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OL/0598/97/ROC RAYLEIGH TOWN COUNCIL AREARAYLEIGH LAWN TENNIS CLUB HIGH ROAD RAYLEIGH

ERECT 5 DETACHED TWO STOREY CHALET DESIGN DWELLINGS WITH GARAGES, PRIVATE DRIVE ACCESS AND TURNING FACILITIES

Applicant. RAYLEIGH TENNIS CLUB

Zoning. Residential

Planning Application Details

- 6.1 The application site has been used by Rayleigh Lawn Tennis Club for over thirty years and this proposal involves its redevelopment for 5 dwellings with garages. The Club is finding the current site rather cramped and considers it to be inadequate for the long-term future. They hope to relocate to land opposite Little Wheatleys Chase, London Road and their planning application is currently under consideration (OL/0607/97/ROC).
- 6.2 The 0.422 hectare site currently contains 5 tennis courts surfaced with astroturf, a parking area which can accommodate approximately 25 cars and a pavilion with kitchen, bar and other facilities. It is accessed via Watchfield Lane - a private road - which in addition to serving the tennis club itself, also serves 5 existing dwellings. Residential development surrounds the site, which is elevated in comparison to land to the south and east, the properties on Weir Gardens and Elizabeth Avenue being 2-3 metres lower than the tennis courts. Much of the site is well screened by existing trees/hedges, but parts are very open.
- 6.3 Although the application is in outline form, with access being the only detail to be considered in full at this stage, the applicants have stated that the dwellings would be of chalet design, and a layout plan was submitted for illustrative purposes. Following discussions, this layout plan was amended to indicate how a more acceptable layout could be achieved.
- 6.4 Widening of part of the access road is proposed, together with junction improvements. There are two trees, a Birch and a Sycamore, in the grass verge along the private drive which are protected by a Tree Preservation Order (11/98).

Planning History

- 6.5 Planning permission (F/0361/95/ROC) was refused on 4th April 1996 for the installation of floodlights to illuminate three tennis courts via 12 x 6 metre high lighting columns. It was considered that such lighting would be detrimental to the amenity currently enjoyed by local residents surrounding the site, and would allow later usage of the courts, causing increased disturbance to residents. A subsequent appeal was dismissed on 18th December 1996.

Consultations and Representations

- 6.6 Rayleigh Town Council notes that the site has a residential notation and that it is elevated above existing dwellings, therefore care needs to be exercised to avoid the development leading to overlooking, bungalows are seen as more appropriate. The standard minimum garden sizes would need to be achieved, and it was also noted that more than five dwellings would be served from the private drive.


- 6 7 The County Surveyor requires the following new dropped kerb crossing at the junction to be agreed with Highway Authority, access road to be a minimum width of 4.8m for at least 12m from the back of footway (and a 6m long ramp provided in this area), the road to taper over 5m to a minimum width of 3.7m (with a 1.8m wide footway alongside whole length plus 1m ie 18m footway in total, adjacent to 69 High Road), beyond the Sycamore tree the road should widen to provide a passing bay of 10m length x 4.8m width, then narrowing to 3.1m if acceptable for the use of fire appliances (3.7m if not) and widening again to 4.8m at the road bend to provide a passing bay, the road to terminate in a size 3 turning head; the construction of the carriageway and footway to be to an adoptable standard, other standard conditions covering visibility, garages, parking spaces and surfacing materials.
- 6 8 The Essex County Council Archaeological Advisory Group reports that material from a pottery kiln dated at 14th-15th century was found in 1958 and 1974, following excavations at 77 High Road. This industrial area may extend into the application site so a planning condition requiring a programme of archaeological work will be necessary.
- 6 9 The Head of Housing, Health and Community Care has no adverse comments subject to the standard informative SI16 (Control of Nuisances) being attached to any permission
- 6.10 The Council's Woodlands and Environmental Specialist points out that any excavation/widening of Watchfield Lane in the vicinity of the preserved Sycamore and Birch tree would damage the roots of these trees. Careful consideration must be given to these trees, ideally no widening will be required and any improvement will involve a 'no dig' construction or minimal surface disturbance.
- 6 11 The Environment Agency has no objection.
- 6.12 Anglian Water recommends a condition requiring details of foul and surface water drainage to be agreed before work commences.
- 6.13 A wildlife protection organisation reports that there is an item of interest in the area which needs special consideration.
- 6 14 Representations have been received from the occupants of 10 properties which border the site. Objections are made on the grounds of: loss of privacy; noise and disturbance, including from traffic, chalets are out of character and intrusive, the access is too narrow and will lead to congestion; proximity of proposed dwellings to boundaries, loss of open area and recreational facility, loss of view. Approximately half of the respondents have no objection to residential development in principle but are concerned over details such as retention of trees, drainage, type of dwellings and their proximity to site boundaries.

#### Material Planning Considerations

- 6 15 The main planning considerations which are material to this proposal are:

- Loss of recreational facility
- Impact on amenity of adjoining occupants
- Access

#### LOSS OF RECREATIONAL FACILITY

- 6 16 The application site is part of a large area covered by residential notation on the Local Plan Proposals Map but has been used for tennis courts for more than thirty years. In areas with such designation, residential development is generally acceptable in principle, however in this particular case the loss of a recreational facility needs to be considered.
- 

- 6.17 Local Plan Policy LT2 states that 'The Local Planning Authority will encourage the retention of existing private playing fields, sports grounds and open spaces' Government advice on the matter is contained in PPG17.Sport and Recreation in which it is stated that the Government attaches great importance to the retention of recreational and amenity open space in urban areas (para 25) The guidance continues 'Development control decisions that would reduce open space should take into account the relevant development plan policies, and whether it is to be replaced with alternative provision with similar community benefit' (para 27)
- 6.18 The tennis club clearly has significant value as a recreational facility in Rayleigh Town centre, albeit a private facility operated on a membership basis The Agent reports that 'the Tennis Club do not consider the somewhat cramped facilities which exist to be adequate for the long-term future of the Club and wish to re-locate to a more suitable site elsewhere in the area'. As mentioned at the beginning of this report, the Club has submitted an application for new courts and ancillary facilities on the edge of Rayleigh, on that site they are hoping to include floodlighting to enable longer hours of use, which has not been possible in the current location.
- 6.19 The application for new courts is still under consideration but, if approved, it would be an improved facility in terms of having more courts, floodlighting etc, and would still be easily accessible, being on the edge of the urban area. Whether this application at London Road is approved or not, the Club has a clear intention to find alternative premises, thus if the Watchfield Lane site was developed for housing it is highly unlikely the tennis facility would be lost completely.

#### IMPACT ON AMENITY OF ADJOINING OCCUPANTS

- 6.20 Residential development surrounds the whole site, the rear gardens of bungalows on Humber Close, Weir Gardens and Elizabeth Avenue backing onto the site The greatest degree of separation is to the east where the rear of the bungalows on Weir Gardens are a minimum of 21m from the application site boundary Dwellings to the north and south are much closer, falling to 7m from the boundary. To the west a more recently built chalet is situated 1m from the site boundary.
- 6.21 Levels of surrounding land in relation to the application site also vary considerably To the north levels are consistent with the application site, to the east and south the land falls by 2-3 metres, and the property to the west known as 'Courtside' is elevated in relation to the tennis courts.
- 6.22 The proposed dwellings are chalets with dormers so their impact in terms of 'bulk' and potential for overlooking, particularly in relation to existing dwellings which are close to the site boundary and at lower levels, requires careful consideration.
- 6.23 Details of siting, design, external appearance and landscaping will be considered in full at 'reserved matters' stage However, it is important at outline stage to be content that 5 chalets can be accommodated on this site whilst ensuring reasonable standards of amenity are retained by neighbouring occupants. The illustrative layout plan demonstrates that a reasonable layout which goes beyond 'minimum standards' is achievable, together with an adequate relationship between existing and proposed dwellings, however it is considered that improvements are possible, and these will be pursued when reserved matters details are submitted
- 6.24 The existing natural screening around much of the site provides a very important role in terms of protecting privacy; a planning condition will require retention of these features
- 6.25 Noise and disturbance to existing residents is unlikely to be any worse than that caused by activities at the tennis club.



## ACCESS

- 6.26 Watchfield Lane is classed as a private road, and it currently serves 5 dwellings and the tennis club. If the application were approved, the road would serve 10 dwellings in total. Whilst it is considered reasonable to secure some improvements to this access road, this should be weighed against the fact that the access in its current form does serve a significant amount of traffic - so strict adherence to all the usual standards may not be justified.
- 6.27 Improvements to this access road were discussed with the applicants at an early stage and at that time junction improvements were sought, and the applicants amended the proposal accordingly. However having considered the matter further, the County Surveyor is now requesting less onerous alterations at the junction with High Road and concentrating more on ensuring that the road width and construction is to a suitable standard to serve 10 dwellings.
- 6.28 Details of the County Surveyor's requirements have been set out above in the consultations section; these will be covered by condition or, where appropriate, informatives. There is concern over impact of construction works on the preserved trees, and, as part of a condition, measures will be required to avoid damage to their roots.

### Conclusions

- Rayleigh Tennis Club plans to re-locate its facilities to another site in the area, so there is expected to be no net loss of recreation space.
- The development will make a useful contribution to the housing supply near to the town centre.
- With carefully worded planning conditions and, where appropriate, informatives, the impact on the occupants of adjoining properties will not be unreasonable compared to their present levels of amenity living adjacent to a tennis club.
- The development will result in an improved access road, which will also be beneficial to residents of existing properties which are currently served from it.

### Recommendation

- 6.29 The Corporate Director (Services) recommends that this application be approved subject to the following conditions:

01 SC2 RESERVED MATTERS - SPECIFIC

02 SC3 TIME LIMITS OUTLINE - STD

03 NON STANDARD CONDITION

No development requisite for the erection of any of the dwellings hereby permitted shall commence before the following improvement works have been carried out in full:

- new dropped kerb crossing at the junction with High Road
- widening of parts of the access road
- provision of a footway alongside part of the carriageway
- provision of passing bays
- provision of ramp/s
- construction of the carriageway and footway to be to an adoptable standard
- the road to terminate in a size 3 turning head



Full details of all the above works shall first have been submitted to and agreed in writing by the Local Planning Authority. Such details shall include measures to avoid damage to roots of the trees preserved under TPO 11/98 T1 and T2

04 SC64 VISIBILITY SPLAYS - DETAILS

05 NON STANDARD CONDITION

The vehicular accesses to all dwellings hereby approved shall not be used by vehicular traffic before sight splays measuring 1.5m x 1.5m, providing unobstructed visibility of pedestrians using the adjoining footways, have been provided at both sides of the accesses at their junction with the adjoining highway. Once provided, the said visibility splays shall thereafter be retained and maintained in their approved form free of obstruction above a height of 600mm above the finished surface of the accesses.

06 SC64 VISIBILITY SPLAYS - DETAILS

07 SC78 CAR PARKING - PROVISION

08 SC19 PD RESTRICTED - FENCES ETC

09 SC60 TREE AND SHRUB PROTECTION

10 SC49 - MEANS OF ENCLOSURE OUTLINE

11 SC54 - TREES TO BE RETAINED

12 SC96 ARCHAEOLOGICAL WORKS

13 SC84 SLAB LEVELS

14 SC17 PD RIGHTS - EXTENSIONS

15 SC18 PD RESTRICTED - OUTBUILDINGS

16 SC58 LANDSCAPE DESIGN - DETAILS

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DELEGATED PLANNING DECISIONS - 11TH FEBRUARY 1999

I have decided the following applications in accordance with the policy of delegation

AD/0587/98/ROC REFUSE

78 HIGH STREET RAYLEIGH

DISPLAY INTERNALLY ILLUMINATED FASCIA SIGN AND EXTERNALLY  
ILLUMINATED HANGING SIGN

LLOYDS BANK PLC

01

WOULD VISUALLY DETRACT FROM THE ORIGINAL CHARACTER OF THE BUILDING  
WITH THE HARD, GLOSSY FINISHES

CU/0556/98/ROC REFUSE

52 ASHINGDON ROAD ROCHFORD

CHANGE USE OF CLASS A1 (SHOP) TO CLASS A3 (HOT FOOD TAKEAWAY)

MR D W SARGANT

01

IT IS CONSIDERED AN INAPPROPRIATE USE RESULTING IN NOISE,  
DISTURBANCE AND PARKING PROBLEMS TO NEARBY RESIDENTIAL DWELLINGS

CU/0594/98/ROC APPROVE

DOMES COUNTRY CLUB LOWER ROAD HOCKLEY

CHANGE OF USE OF FIRST AND SECOND FLOORS OF PREMISES FROM FLAT TO  
BED AND BREAKFAST ACCOMMODATION

H A BAKER

CU/0719/98/ROC APPROVE

277 ASHINGDON ROAD ROCHFORD

CHANGE OF USE OF GROUND FLOOR OF PREMISES FROM SHOP (CLASS A1) TO  
OFFICES (CLASS A2)

POSITIVELY PARAPHERNALIA POST HASTE LTD

F/0273/98/ROC APPROVE

NEVENDON SOUTH EAST CARS CHELMSFORD ROAD RAWRETH

RETENTION OF PORTACABIN

NEVENDON SOUTH EAST CARS

F/0410/98/ROC APPROVE

JUNC RAYLEIGH AVENUE DISRAELI ROAD RAYLEIGH

ERECT 3-BED DETACHED CHALET WITH INTEGRAL GARAGE

MR J SEALEY

F/0445/97/ROC APPROVE

LAND BET EASTWOOD RISE/RAYLEIGH AVENUE NORE ROAD RAYLEIGH

ERECTION OF TWO DETACHED HOUSES, ONE WITH INTEGRAL GARAGE, ONE  
WITH DETACHED GARAGE

PANNELL DEVELOPMENTS LTD

F/0451/97/ROC APPROVE

WEIR PUBLIC HOUSE ARTERIAL ROAD RAYLEIGH

ERECT TWO STOREY PITCHED ROOF EXTENSION TO PUBLIC HOUSE TO FORM  
39-BEDROOM HOTEL ALTERATIONS TO CAR PARK LAYOUT

ALLIED DOMEQ LEISURE

F/0504/98/ROC APPROVE  
HOCKLEY LAWN TENNIS CLUB FOLLY LANE HOCKLEY  
INSTALL REPLACEMENT FLOODLIGHTING  
HOCKLEY LAWN TENNIS CLUB

F/0534/98/ROC APPROVE  
11 WOODSTOCK CRESCENT HOCKLEY  
ERECT TWO STOREY SIDE EXTENSION  
P FALVEY

F/0581/98/ROC APPROVE  
9 KENNEDY CLOSE RAYLEIGH  
ERECT GROUND FLOOR FRONT EXTENSION  
MR AND MRS D COULING

F/0585/98/ROC APPROVE  
70 HIGH ROAD HOCKLEY  
ERECT TWO STOREY REAR EXTENSION (WITH BALCONY) AND GROUND FLOOR  
FRONT EXTENSION  
R HAYWARD ESQ

F/0596/98/ROC APPROVE  
57 HIGH ROAD HOCKLEY  
ERECT 2 STOREY FRONT EXTENSION, GROUND FLOOR FRONT & REAR  
EXTENSIONS, NEW/REPLACEMENT BALCONY TO REAR, PORCH, ROOFLIGHTS, 3  
DORMER WINDOWS TO FRONT & ASSOCIATED ALTERATIONS TO FENESTRATION  
MR AND MRS H SNELL

F/0607/98/ROC REFUSE  
2 ROYAL CLOSE ROCHFORD  
ERECT PART GROUND FLOOR/PART TWO STOREY SIDE EXTENSION  
MR M ZEKAI  
01  
WOULD RESULT IN A DISCORDANT ELEMENT OF UNACCEPTABLE VISUAL  
COALESCENCE WITHIN THE STREET SCENE TO THE DETRIMENT OF  
THE CHARACTER AND AMENITY OF THE AREA

F/0613/98/ROC REFUSE  
67 HAVENSIDE LITTLE WAKERING  
ERECT DETACHED GARAGE  
MR I PERRYMAN  
01  
THE APPEARANCE AND MATERIALS PROPOSED IN THIS PROMINENT LOCATION  
WOULD BE INTRUSIVE IN THE STREET SCENE AND ARE VERY HARMFUL  
TO THE CHARACTER AND AMENITY VALUE OF THIS PLOT

F/0619/98/ROC APPROVE  
5 HILLSIDE ROAD HOCKLEY  
ROOF EXTENSIONS INCLUDING HIP TO GABLE WITH FRONT AND REAR  
DORMERS  
P WILDE

F/0665/98/ROC APPROVE  
137 ASHINGDON ROAD ROCHFORD  
ERECT TWO STOREY REAR AND SIDE EXTENSIONS IN ASSOCIATION WITH  
CONVERSION OF DWELLING INTO TWO SELF-CONTAINED FLATS  
SUSAN KERSHAW



F/0675/98/ROC APPROVE

17 MOUNT AVENUE RAYLEIGH

EXTENSIONS TO ROOF INCLUDING HIP TO GABLE AND FLAT ROOFED REAR DORMER (REVISED APPLICATION FOLLOWING F/0434/98/ROC S CHARLTON

F/0678/98/ROC APPROVE

ASH TREE HOUSE ASH TREE COURT ROCHFORD

ERECT THREE PITCH ROOF DORMERS TO FRONT (AND REAR) ELEVATION

MR E FRANCIS

F/0682/98/ROC APPROVE

7 SOUTHEND ROAD HOCKLEY

DEMOLISH EXISTING DETACHED GARAGE AND ERECT NEW DETACHED GARAGE (RESUBMISSION FOLLOWING F/0430/98/ROC)

MR S BROOKER

F/0683/98/ROC APPROVE

172 ALEXANDRA ROAD GREAT WAKERING

ERECT 2 METRE HIGH FENCE TO REAR AND ONE SIDE BOUNDARY OF REAR GARDEN (WITHOUT COMPLIANCE WITH CONDITION 4 OF APPLICATION F/0429/95/ROC)

DAVID M ATTOE

F/0687/98/ROC APPROVE

1 MAIN ROAD HAWKWELL

ERECT GROUND FLOOR SIDE EXTENSION COMPRISING TOOL SHED AND GREENHOUSE

MR B HASTED

F/0690/98/ROC APPROVE

45 HAWKWELL CHASE HAWKWELL

ERECT TWO PITCH ROOF DORMERS TO FRONT ELEVATION AND NEW PORCH

MR & MRS MITCHELL

F/0691/98/ROC APPROVE

4 ALBANY RISE ALBANY ROAD RAYLEIGH

ERECT GROUND FLOOR FRONT EXTENSION AND PITCH ROOF TO EXISTING GARAGE CONVERT GARAGE FLOORSPEACE TO HABITABLE ACCOMMODATION

MR AND MRS M RUMSBY

F/0696/98/ROC APPROVE

232 RECTORY ROAD HAWKWELL

ERECT DORMER WINDOW EXTENSIONS TO FRONT AND REAR ROOF SLOPES

MR & MRS STIMPSON

F/0697/98/ROC APPROVE

154 STAMBRIDGE ROAD ROCHFORD

FIRST FLOOR REAR EXTENSION RAISE RIDGE AND ERECT DORMERS

MRS SPIERS

F/0703/98/ROC REFUSE

181 GREENSWARD LANE HOCKLEY

ERECT TWO STOREY REAR EXTENSION WITH TWO DORMER WINDOW EXTENSIONS  
TO BOTH SIDE FACING ROOF SLOPES ERECT TWO DORMER WINDOW  
EXTENSIONS TO FRONT

D WELLSTEED

01

EXCESSIVE DEVELOPMENT IN THE METROPOLITAN GREEN BELT

02

WOULD RESULT IN THE DWELLING BEING MORE THAN DOUBLED IN SIZE IN  
FLOORSPACE THEREFORE ALTERING THE PHYSICAL APPEARANCE OF THE  
DWELLING FROM A BUNGALOW TO A CHALET CONSEQUENTLY WOULD BE  
OUT OF SCALE AND CHARACTER WITH THE ORIGINAL DWELLING

F/0708/98/ROC APPROVE

72 HIGH STREET RAYLEIGH

ERECT 1 2 METRE DIAMETER SATELLITE DISH

EDWARD JONES LTD

F/0714/98/ROC APPROVE

190 LONDON ROAD RAYLEIGH

PROVISION OF 2 4 METRE HIGH CHAIN LINK FENCE TO PART OF EASTERN  
BOUNDARY

EASTERN ELECTRICITY, SECURITY MANAGEMENT

F/0715/98/ROC APPROVE

2 DOGETTS CLOSE ROCHFORD

ERECT FIRST FLOOR REAR EXTENSION

S REID

F/0716/98/ROC APPROVE

RIVERSIDE JUNIOR SCHOOL FERRY ROAD HULLBRIDGE

ERECT NEW VEHICULAR AND PEDESTRIAN ACCESS GATES

MR D G LEIST (HEADTEACHER)

F/0717/98/ROC APPROVE

97 RICHMOND DRIVE RAYLEIGH

ERECT DORMER WINDOW EXTENSIONS TO REAR

MR AND MRS MORGAN

F/0720/98/ROC APPROVE

36 HULLBRIDGE ROAD RAYLEIGH

ERECT FIRST FLOOR SIDE/REAR EXTENSION

MR AND MRS YEOMANS

98/00731/FUL APPROVE

26 POPLARS AVENUE HOCKLEY

ERECT GROUND FLOOR REAR/SIDE EXTENSION

J PENNY ESQ

98/00754/FUL APPROVE

2 QUEENSLAND AVENUE ROCHFORD

ERECT PITCHED ROOF TO EXISTING GROUND FLOOR

SIDE EXTENSION

MRS COOPER

LB/0588/98/ROC REFUSE

78 HIGH STREET RAYLEIGH

DISPLAY INTERNALLY ILLUMINATED FASCIA SIGN AND EXTERNALLY  
ILLUMINATED HANGING SIGN  
LLOYDS BANK PLC

01

WOULD VISUALLY DETRACT FROM THE ORIGINAL CHARACTER OF THE BUILDING  
WITH THE HARD, GLOSSY FINISHES

OL/0374/98/ROC REFUSE

ADJ 58 VICTORIA AVENUE RAYLEIGH

OUTLINE APPLICATION TO ERECT TWO NO 4-BED DETACHED HOUSES AND  
GARAGES

MRS M TAPPENDEN

01

THE PROPOSAL REPRESENTS A PREMATURE AND PIECEMEAL DEVELOPMENT  
OF THE SITE COMPRISING A CRAMPED LAYOUT AS FAR AS VEHICLE  
MANOUEVERING AND GARAGING IS CONCERNED

02

WOULD RESULT IN THE LOSS OF PRESERVED TREES

OL/0695/98/ROC REFUSE

R/O 26 HIGH ROAD HOCKLEY

OUTLINE APPLICATION TO ERECT TWO 3-BED BUNGALOWS WITH PRIVATE  
DRIVE ACCESS

BRYCE MEADOWS

01

THE DWELLINGS REPRESENT A PIECEMEAL FORM OF BACKLAND DEVELOPMENT  
OUT OF CHARACTER WITH THE SURROUNDING PROPERTIES

02

WOULD RESULT IN INADEQUATE PARKING AND TURNING FACILITIES,  
PARTICULARLY EMERGENCY VEHICLES

03

WOULD HAVE A DOMINANT IMPACT ON ADJOINING DWELLINGS AND WOULD  
ADVERSELY AFFECT THE AMENITIES OF SURROUNDING RESIDENTS

# DELEGATED BUILDING REGULATIONS DECISIONS

## APPROVALS

11<sup>th</sup> February 1999

| <u>Plan Number</u> | <u>Address</u>                                      | <u>Description</u>  |
|--------------------|---|---|
| BR 98/403A         | 27, Holt Farm Way<br>Rochford                       | Games Room  |
| BR 98/429A         | 90, Rectory Road<br>Rochford                        | Rear Extension & Internal Alterations                     |
| BR 98/442A         | 67, Abbey Road<br>Hullbridge                        | Room in Roof  |
| BR 98/445A         | 63, Southview Road<br>Hockley                       | Room in Roof  |
| BR 98/446A         | 6, Belchamps Way<br>Hockley                         | New Bungalow  |
| BR 98/461A         | 511, Ashingdon Road<br>Ashingdon                    | Proposed Conversion of Shop to Flat                       |
| BR 98/466A         | 14, Hamilton Gardens<br>Hockley                     | New House   |
| BR 98/487          | Belchamps Scout Centre<br>Holyoak Lane<br>Hawkwell  | W C. Refurbishment  |
| BR 98/500A         | 1, Hambro Avenue<br>Rayleigh                        | Internal Alterations & Drainage                           |
| BR 98/503          | Plots 1 & 2 - No.38<br>Hilltop Avenue<br>Hullbridge | Two Houses  |
| BR 98/504          | Plot 3 - No 38, Hilltop Avenue<br>Hullbridge        | Detached House  |
| BR 98/507          | 1, Wedgewood Way<br>Ashingdon                       | Extension to Existing House                               |
| BR 98/509A         | 24, Heycroft Road<br>Hockley                        | Side Extension  |
| BR 98/511          | 35, Twyford Avenue<br>Great Wakering                | Alterations & Erection of Single Storey<br>Rear Extension |

|            |  |   |
|------------|--|---|
| BR 98/513  | 25, Weir Pond Road<br>Rochford                           | Rear Extension  |
| BR 98/515  | 104, Daws Heath Road<br>Rayleigh                         | Erect Detached Dwelling House   |
| BR 98/520  | The Old Ferry House<br>Fambridge Road<br>South Fambridge | Conversion of Attached Store to Living<br>Room & Bedroom, Installation of<br>Bathroom to Ground Floor, Installation<br>of En-suite to Bedroom 1 |
| BR 98/525  | 24, Rosslyn Road<br>Hockley                              | Single Storey Extension   |
| BR 98/529  | 2, Doggetts Close<br>Rochford                            | Rear First Floor Extension  |
| BR 98/530  | Graham Group<br>Rectory Road<br>Rochford                 | New Timber Store  |
| BR 98/536  | 15A, Lascelles Gardens<br>Ashington                      | Proposed Pitched Roof to Replace<br>Existing Falt Roof to Rear First Floor  |
| BR 98/550A | 39, Broadlands Road<br>Hockley                           | Extension   |
| BR 98/557  | 36, Ridgeway<br>Rayleigh                                 | Single Storey Side and Rear Extensions  |
| BR 98/559  | 47, Rectory Road<br>Rochford                             | Conversion of Roof Area   |
| BR 98/565  | The Bull<br>99, Main Road<br>Hockley                     | Internal Alterations & Extensions   |
| BR 98/576  | 24, Southview Road<br>Hockley                            | Proposed Single Storey Extension to<br>Rear   |
| BR 98/578  | Suite 3, 66-72, High Street<br>Rayleigh                  | Alterations to Shop Premises  |
| BR 99/4    | 82, Golden Cross Road<br>Rochford                        | Roof Conversion   |
| BR 99/11   | 29, South Avenue<br>Hullbridge                           | Front Extension & Alterations   |
| BR 99/12   | 31, South Avenue<br>Hullbridge                           | Front Extension & Alterations   |

## DELEGATED BUILDING REGULATIONS DECISIONS

### REJECTIONS

11<sup>th</sup> February 1999

| <u>Plan Number</u> | <u>Address</u>                                    | <u>Description</u>   |
|--------------------|---|--|
| BR 98/509          | 24, Heycroft Road<br>Hockley                      | Side Extension   |
| BR 98/526          | 89, Downhall Road<br>Rayleigh                     | Extension to Existing House  |
| BR 98/537          | Phase II, Airport Retail Park<br>Southend Airport | Erection of Retail Unit (Shell Only) of<br>20,000 sq.ft with Ancillary External<br>Works |

chairman: D G. Weir date: 11-3-99

# ROCHFORD DISTRICT COUNCIL

## Minutes of the Council

At a reconvened Meeting held on 16th February 1999. Present: Councillors G. Fox (Chairman), R Adams, R S. Allen, P A Beckers, M.C. Brown, S. Cumberland, J.M. Dickson, D F Flack, D.M. Ford, Mrs. J.E Ford, K A Gibbs, Mrs. J M. Giles, Mrs H.L.A. Glynn, D R Helson, Mrs J Helson, V.H. Leach, C.R Morgan, R.A, Pearson, T A. Powell, Mrs W.M. Stevenson, S R. Tellis, Mrs M S Vince, Mrs M J Webster, P.F.A. Webster, D.A. Weir and Mrs M A. Weir.

Apologies: Councillors D.E Barnes, C I. Black, Mrs J. Hall, N Harris and A Hosking.

### 69 MINUTES OF ADJOURNED MEETING - CORRECTION

It was noted that the term "the letting of the contract to be deferred" should be deleted from Resolution 9(i)(a) of Minute 60.

### 70. MINUTE 34 OF TRANSPORTATION AND ENVIRONMENTAL SERVICES COMMITTEE (ROCHFORD RIVER SURVEY 1997-1998)

With regard to Minute 34, Councillor D M Ford referred to the contents of correspondence he had received from the Head of Housing, Health and Community Care outlining observations received from the Environment Agency with regard to River Roach water quality. He asked that the Environment Agency be requested to provide more information on its comment that there may be increased bacterial levels following periods of heavy rainfall, which may be due to possible discharges from storm overflows and the consented storm water discharge from the Rochford pumping station.

Councillor D.F. Flack referred to his concern that water quality testing had been undertaken at high tide and requested that low tide testing be undertaken to establish maximum, not minimum, risks.

### 71. MINUTES OF THE MEETING OF THE MILL HALL COMPLEX WORKING PARTY HELD ON 4TH FEBRUARY 1999.

Council considered the appended Minutes and recommendations contained therein.

In presenting the Minutes the Chairman of the Working Party indicated that some adjustments to the Minutes would be required to fully reflect the statistical information provided by the Consultant and his findings as reported at the meeting. These would be taken up at the next meeting of the Mill Hall Working Party. In response to a Member question the Chairman provided further detail on the type of activity which could be associated with incorporating an educational/environmental centre at the complex site.

During debate a number of Members referred to the historical significance of the site and to the importance of the District demonstrating the value placed on such sites. Council agreed a motion moved by Councillor Mrs J Helson and seconded by Councillor Mrs. H.L.A. Glynn regarding the inclusion of an investigation into ways of opening up the windmill to provide additional opening hours and access to the first floor. A Member felt that it was likely the National Trust would have an interest in involvement with any proposals to open the windmill. Members noted that some work had already been undertaken by the National Trust and the County Fire and Reserve Service in terms of identifying fire safety aspects of opening the building and that further work would be required in this regard.

In responding to Member questions the Chief Executive confirmed that:-

(i) The Mill Hall complex site could be defined as The Roundel, land adjoining 21 London Hill, the Windmill, the former Sports and Social Club, the Mill Hall, the parking and servicing areas between those two areas, the area in front of the Mill Hall and the car park area to the south of the Mill Hall to the rear of Homeregal House.

(ii) It was hoped that a substantial element of the site feasibility study would be submitted to the next Meeting of the Working Party scheduled for 31st March 1999.

(iii) All Members would be furnished with an estimate of the total expenditure to date on the Mill Hall Complex project in due course

(iv) In common with many other Authorities, Rochford did not have the relevant in-house skills and resources to undertake a project such as the Mill Hall complex internally without seeking outside assistance.

#### Resolved

(1) That the Gibson Hamilton Partnership be authorised to prepare a feasibility study incorporating the following components, including costs and plans to support the proposals -

- Educational/environmental centre to the rear of the complex, incorporating the land adjoining 21 London Hill
- Improvements to provide more self-catering facilities.
- A review of the foyer arrangements including provision of a pay box.
- Provision of more "flexible spaces" for community use, including "drop in" sports/social facilities.
- Improvements to the sun terrace/bar area.
- Provision of facilities for a film club.
- Possible provision of a creche
- Small scale improvements to the auditorium.
- Enlargement of back stage accommodation.
- Either the provision of new, purpose-built, accommodation or the improvement of the existing premises on the sports and social club site
- Protection/enhancement of the Windmill/Mount.

(2) That costings for (i) the refurbishment of the Sports and Social Club and (ii) the reconstruction and re-orientation of the Sports and Social Club be presented to the next Meeting of the Working Party

(3) That the Council commences negotiations with Rayleigh Town Council concerning the transfer of the land around the Roundel and the land adjacent to 21 London Hill, for the subsequent provision by the Town Council of an educational/environmental centre.

(4) That the Council investigates with the Trustees of the Windmill ways of opening up the Windmill to the public in terms of both opening hours and first floor usage. (HLCS)

72

#### COST AWARDS: PLANNING INQUIRIES AND INFORMAL HEARINGS :- PROPOSED CHANGES TO PROCEDURES

Council considered the detailed report of the Chief Executive on possible procedural changes which the Council might wish to introduce in respect of planning inquiries and informal hearings

During debate a Member referred to the value of reviewing the Council's approach given that the Planning Services Committee often found itself addressing difficult issues during the late evening stage of meetings and the need for the Council to provide robust reasons for refusing applications which may be subject to appeal



The following Motion was moved by Councillor Mrs J. Helson and seconded by Councillor T.A. Powell.-

- 1 That there be no delegated authority for the Planning Services Committee to decide on an application contrary to an Officer's recommendations without first having referred the matter for further consideration at a later meeting to allow additional information to be provided on Members' issues of concern.
2. That all planning applications that are subsequently determined by Committee against the Officer recommendations be the subject of a recorded vote.
3. That the question of elected Members' roles at either any subsequent appeal or informal hearing be referred to the Structural and Procedural Review Working Group in order that a decision on the matter can be taken at Council on 20th April 1999.

A Member wished to place on record his concern that the Motion had been tabled at a late stage in proceedings without prior notice. Reference was made to the potential danger of the Council introducing protracted arrangements with regard to appeal situations and to the possibility that consideration could be given to introducing a system capable of gauging Member views on officer recommendations prior to planning meetings, such as facilitated by the weekly list. The Council's approach needed to be constitutionally sound and professional opinion should not necessarily preclude an Officer from representing the Council at appeal.

In response to Member questions the Chief Executive advised that the issues associated with the subject were not immediately pressing at this stage.

On an amendment moved by Councillor D F. Flack and seconded by Councillor D A Weir it was:-

**Resolved**

That consideration of this matter be deferred and referred to the next meeting of Full Council (CE)

**Note:** Pursuant to Standing Order 24(4), Councillors Mrs. J.M. Giles, Mrs. H.L.A. Glynn, V.H. Leach and T.A. Powell wished it to be recorded that they had voted against this decision, not having had the opportunity to speak to deferral.

73

## **ROYAL GARDEN PARTY**

**Note:** The Chairman admitted this item of business in view of the deadline for receipt of nominations

Council considered the report of the Head of Corporate Policy and Initiatives on the nomination of representatives to attend one of the Royal Garden Parties to be held in July

A previous attendee expressed the hope that Garden Party arrangements would be in accordance with those of previous years, including provision of the Chairman's car and driver.

During debate some Members referred to the potential value of including the Council Chairman as one of the attendees each year. Others referred to the background to existing policy and the benefits of allowing as many Members as possible the opportunity of attendance using a non political mechanism

A number of Members expressed their appreciation of the gesture made by the Chairman in removing his name from the list of nominees in view of previous attendance on behalf of another organisation.

A Motion moved by Councillor T.A Powell and seconded by Councillor D.F Flack that consideration of this matter be deferred until after the forthcoming elections was lost and it was:-

**Resolved**

That Councillors Mrs J.M. Giles and S.R. Tellis, together with their partners, be nominated as the Council's representatives to attend one of the Royal Garden Parties to be held in July. (HCPI)

**74. EXCLUSION OF THE PUBLIC**

Resolved that, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following item of business on the grounds that it involves the likely disclosure of Exempt Information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act

**75 TENANTS' LIAISON MEETING OF 28TH OCTOBER 1998**

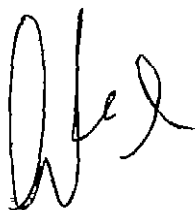
Council considered the confidential report of the Corporate Director (Finance & External Services) on the outcome of an internal inquiry into matters surrounding discussions which had taken place at the Tenants' Liaison Meeting of 28th October 1998.

**Resolved**

That the Corporate Director's report be noted (CD(F&ES))

The Meeting closed at 9.22pm

minsfeb16





Rochford District Council  
To the meeting of:

COMMUNITY SERVICES

On:

2ND MARCH 1999

Report of:

HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title:

MINUTES OF THE HOUSING MANAGEMENT SUB-COMMITTEE

Author:

G Brazendale

Report Approved By:

*[Signature]*

At a Meeting held on 17th February 1999. Present. Councillors Mrs. H.L.A. Glynn (Chairman), R S Allen, D.M Ford, N. Harris, R.A. Pearson, T.A. Powell, Mrs. W M Stevenson, Mrs. M.S. Vince and Mrs. M.A. Weir.

Non-Member Attending. Councillor P A. Beckers.

Apologies: Councillors E.L. Francis and Mrs. J. Hall

The Chairman introduced Miss Melissa Moore, the recently appointed Assistant Solicitor, and welcomed her to this, her first meeting of the Sub-Committee. Mr. Steve Clarkson who, as Head of Revenue and Housing Management, now has overall responsibility for the Authority's housing stock, was also welcomed.

## 52. MINUTES

The Minutes of the Meeting held on 2nd September 1998 were approved as a correct record

## 53 CAPITAL PROGRAMME 1999/2000: UPDATE

The Sub-Committee received the oral report of the Head of Revenue and Housing Management, which informed Members that the Capital Programme allocation in 1999/2000 for the Housing Revenue Account, totalling £346,000, had been agreed recently by Council. A breakdown of the Programme, which comprised priority schemes previously identified by the Sub-Committee (as shown below), was circulated for Members' information and will be included in the forthcoming edition of the Chief Executive's Newsletter.

### Housing Revenue Account - 1999/2000

#### Window replacement programme

|                      |    |               |
|----------------------|----|---------------|
| Olivers Crescent     | 16 | 32,000        |
| Hambro Hill          | 10 | 20,000        |
| Scotts Hall Cottages | 14 | <u>28,000</u> |
|                      |    | 80,000        |

## Central Heating - replacement of storage heaters

|                      |    |               |
|----------------------|----|---------------|
| Rochford Garden Way  | 98 | 196,000       |
| Rochford (Boleyn)    | 32 | 64,000        |
| Rochford (Remaining) | 43 | <u>86,000</u> |
|                      |    | 346,000       |

It was noted that the final spend will be affected where there are properties that refuse the installations, and if the tenders submitted differ from the original estimates. It was also pointed out that Council had agreed to allocate an additional £53,500 for housing, but not necessarily for the Housing Revenue Account

The following main points arose during discussion:

- A further four or five properties in Rowan Way remain to have windows replaced, and these will be the subject of a further report to the Sub-Committee
- The possibility of re-using some of the equipment removed during the replacement programme was considered, and it was suggested that the contractors could be requested to store a limited number of the newer components for future use. Although this could increase the contractors' price, thereby making recycling a more expensive option, the Head of Service indicated that the possibility of re-using serviceable components will nevertheless be examined in more detail as part of an overall review of a number of housing policies in order to achieve Best Value.
- It was confirmed that the replacement of windows in Coronation Close had not previously been identified as a priority scheme.
- A Member pointed out that, in 1998/99, there had been an underspend in the budget for the replacement of central heating and it was suggested that, if a similar underspend was to recur in 1999/2000, this sum could be used to address special cases or non-essential categories of work. The Head of Service undertook to produce a mid-year report for the Sub-Committee's consideration, confirming spending commitments and identifying possible uses for any budget surpluses.
- It was confirmed that, where maintenance or repair work is required to those Council properties that are leased, then there would be a recharge to the leaseholder which might be paid in instalments.
- A Member had received a petition from the residents of Milbourn Court regarding the provision of door locks, and the Head of Service agreed to clarify the procedure for the petition's consideration by Members.

On a motion put by Councillor T A. Powell and seconded by Councillor R.S. Allen, it was

### RECOMMENDED

That a report be presented to the Sub-Committee's September Meeting reviewing Capital Programme spending commitments, and identifying any surpluses available in the budget for the replacement of central heating that could be used to address special cases or non-essential categories of work (HRHM)

## 54 BEST VALUE IN HOUSING FRAMEWORK - A D.E.T.R. CONSULTATION PAPER

### 1. Background

The Sub-Committee considered the report of the Head of Revenue and Housing Management concerning a consultation paper issued by the Department of the Environment, Transport and the Regions (DETR) regarding the ways in which Central Government envisages the principles of Best Value being applied to the provision of a housing service by local authorities. The

consultation paper explains the Best Value in Housing (BVH) framework within which local housing authorities will need to operate to obtain best value, taking into account key housing aspects such as the relationship between best value and the Housing Investment Programme process, the important role of tenants and residents; and principles governing the operation and establishment of the Housing Inspectorate

## 2. Presentation

To exemplify the report, the Head of Service gave a presentation to the Sub-Committee, which covered the following main topics:

- About the Revenue and Housing Management Division.
- Relationship between Heads of Service
- Key aspects of the Consultation Paper.
  - . Relationship between Best Value/Housing Investment Programme (HIP)
  - . Tenants/ residents participation
  - . The establishment of a new Housing Inspectorate, and the implications
- Tenants Groups in Rochford District Council It was explained that, at present, the extent of tenant involvement is regarded as unsatisfactorily low, and that a minimum target of 1% of tenant participation has been set
- Key issues:

In addition to general comments on the overall content and usefulness of the Consultation Paper the D.E.T.R. is canvassing specific views on the key issues outlined below. The D.E.T.R. has requested that responses be submitted by 16th April 1999. The views of tenants and residents groups, which are independent of those submitted by the Authority, are also being sought

- . Establishing corporate objectives.
- . Undertaking fundamental performance reviews
- . Delivering the "four C's".
- . Local Performance Plans.
- . Performance Indicators
- . The BVH/HIP relationship It was explained that this is a particularly important issue, since 50% of the capital allocation received from HIP is based on the relative efficiency and effectiveness with which an authority delivers its housing services, as consistent with the principles of Best Value. It was confirmed that consideration was already being given to the Council's HIP bid, for submission in the Summer months.
- Areas covered by Best Value in Housing
- The new Housing Inspectorate
- Tenant Participation Compacts Since preparation of the report, a further consultation paper concerning Tenant Participation Compacts has been received from the D.E.T.R., for which comments have been requested by 31st March 1999. In view of the short timescale for the submission of responses, the Sub-Committee's views on a number of points were requested, as outlined in paragraph 3(ii) below. The Head of Service undertook to provide a copy of both consultation documents to each member of the Sub-Committee, and to Councillor P.A. Beckers.

### 3. Response to Consultation Documents

#### 1) Best Value in Housing Framework

The Sub-Committee considered a range of topics upon which the D.E.T.R. has requested the views of all Local Authorities, and Members' comments are outlined below.

##### - Should 'Local Performance Plans' replace 'Reports to Tenants'?

Currently, the Council is required under Section 167 of the Local Government and Housing Act 1989 and the Reports to Tenants Determination 1994 to make annual reports to tenants on particular aspects of performance against a number of indicators. Government advice also encourages the use of the reports to explain housing policies and strategies, both current and future. Reports to tenants will become an important feature of the new regime and the content and style will need to be carefully examined.

The Sub-Committee considered examples of documents from other housing authorities, and it was agreed that a format combining a performance plan and statutory information should be adopted. It was suggested that a glossy performance plan, produced annually, outlining recent achievements and future plans, as well as statutory details, could be used to promote the Council's housing service. The document could also contain a detachable "feedback form", as a means of obtaining tenants' views about the housing service, with a prize available to encourage their return. It was considered important to use simple English, and diagrams/cartoons where appropriate, to ensure that the document is "user friendly". In addition to the performance plan, the Sub-Committee also agreed that it would be appropriate for Tenants Associations to produce a quarterly newsletter, the cost to be met by the Council.

##### - Responsibility for housing provision.

It was agreed that the work of all the different agencies responsible for the provision of a housing service should be complementary rather than duplicatory.

##### - The functions of the housing inspectorate.

The Sub-Committee expressed some reservations about the establishment of a housing inspectorate, but considered that more information regarding the size, staffing levels and format of inspections would be required before the implications could be fully evaluated.

Members considered the proposal to include tenants and residents in the inspection team and, whilst in favour of the general principle, considered that the methodology by which tenants' representatives are selected is critical in order to ensure that they are fully reflective of their local community.

The use by the inspectorate of external consultants was not favoured; it was suggested instead that in-house expertise should be developed where possible.

#### 11) Tenant Participation Compacts

The Sub-Committee considered a number of points upon which the D.E.T.R. is seeking the views of local authorities, as follows:

- Council-wide agreement on levels of service. It was agreed that these should be grounded in reality, so as not falsely to raise expectations, and the levels of service identified should be achievable with available resources.

- **Local agreements** It was suggested that sheltered housing units could provide a suitable focal point at which to hold meetings, though this use would need to take into account the security requirements of these complexes.
- **Meeting tenants' views.** Members agreed that this should be a central component of any credible housing policy, citing the example of Rochford Garden Way where a small scale but effective survey of tenants' wishes had been undertaken
- **Shaping local communities.** This was seen as a long-term objective, incorporating the three points listed above. Members recognised the ease with which progress in this direction could quickly be destroyed in local communities by a small number of disruptive tenants.
- **Tackling social exclusion** Though not a significant problem in the Rochford District, there are several localised pockets where remedial action is required.
- **Neighbourhood housing management groups.** Although this was regarded in principle as an effective way of encouraging tenant participation, it was recognised that, in practice, such groups would be difficult to establish since there are no large estates of Council housing in the District.
- **Involvement in Council decision making.** There was some concern that the involvement of Tenants' representatives in the Council's formal decision making process could cut across the existing local democratic framework. The Sub-Committee wished to reserve its position on this question pending the outcome of current discussions about local representation at Council meetings
- **Genuine Consensus/Response to local needs.** These were considered extremely important guiding principles of the Authority's housing policy, but it was recognised that achieving the involvement of all tenants in consultation processes may be difficult; whilst each tenant is automatically a member of the local tenants' association, participation in meetings is often low. The Head of Revenue and Housing Management informed the Sub-Committee that an Officer with a particular wish to develop skills in undertaking consultation exercises is to be given responsibility for increasing tenant involvement, and hence awareness of local needs. It was suggested that it is often Ward Members who, as representatives of the local community, are in the best position to canvass tenants' views and, similarly, that the Council is the most appropriate authority to monitor the delivery of a housing service.
- **Core Standards** The Authority has already begun to identify the main principles that will underpin the HIP bid.

#### 4. General Comments

A number of more general issues/questions arose from the presentation, as summarised below:-

- The cost of consultations with tenants will be taken into account in the Authority's Housing Revenue Account where £10,000 had been earmarked for 1999/2000.
- Improvements in the delivery of the housing service, where necessary, will be undertaken on a "worst first" basis.
- It was recognised that not all local housing authorities are similar - for example, in some, 'right to buy' will have reduced stock - thereby making direct comparison difficult. The Head of Service indicated that the Council's performance in housing would be compared with those authorities against which all other services are usually compared. These authorities are likely to have a similar population and housing stock.

- Every effort will be made to keep the administrative costs of implementing the BVH framework to a minimum, hence the use of a member of staff specialising in carrying out consultations.
- The imminent survey of all housing stock was welcomed. A Member requested that, as part of any future survey, the possibility of replacing stone steps leading to flats be examined, to be financed either from the Housing Revenue Account or through Care in the Community
- Ensuring the tidy appearance of front gardens and the need to prevent anti-social behaviour by tenants were matters of concern to a number of Members. The Assistant Solicitor suggested that there are already existing powers, contained within the Environmental Protection Act and Housing Act, for the Council to carry out remedial work where necessary and to subsequently recharge the tenant. Alternatively, the terms of the tenancy agreement could be reviewed.
- A Member requested a list of all the District's housing stock, and it was agreed that such information could most appropriately be provided after the election in May.

Following consideration by the Sub-Committee of all the issues arising from the two consultation documents, it was

#### RECOMMENDED

That a response be submitted from Rochford District Council to the D.E.T.R. incorporating the views set out in paragraphs 3(i) and (ii) above (HR&HM)

The Meeting closed at 10 10pm.

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Rochford District Council

To the meeting of:

COMMUNITY SERVICES

On:

2ND MARCH 1999

Report of:

HEAD OF ADMINISTRATIVE AND MEMBER SERVICES

Title:

MINUTES OF THE LEISURE SUB-COMMITTEE

Author

A. Wyatt

Report Approved By.

*J. Bostock*

At a Meeting Held on 18th February 1999. Present: Councillors E.L. Francis (Chairman), P.A. Beckers, K.A. Gibbs, N. Harris, D.R. Helson, Mrs. S.J. Lemon, Mrs. M. J. Webster and Mrs. M.A. Weir.

Apologies: Councillors Mrs. J.Hall and Mrs. A.R. Hutchings.

Substitute: Councillors R.E. Vingoe.

Co-opted Member Attending: Mrs M. Lyles - Representing Rochford Hundred Association of Local Councils.

## 47. MINUTES

The Minutes of the Meeting held on 3rd November 1998 were approved as a correct record.

With reference to Minute 38 "Minutes", Members were advised that Rochford District Council Officers had met with Essex County Council with regard to the future of the former Park School site and were awaiting a report back from Essex County Council on the matter.

With regard to Minute 42 "Rochford District Town Trails" Members were advised that the draft trails should be available for Members consideration in May.

## 48. CIRCA LEISURE MANAGEMENT REPORT

The Sub-Committee noted the report of the Head of Leisure and Client Services with regard to the latest Circa Leisure Management Report. Mrs. Wendy Edwards from Circa Leisure attended the Meeting to answer Members questions relating to the report.

In respect of the Millennium celebrations, Members noted that the Rayleigh Old Time Dance Club would now not be using Mill Hall. Offers were being invited for the use of halls from non-community groups for the Millennium celebrations in response to market forces. Charges would need to be higher to cover the increased staffing costs involved in opening on the night.

*WJ*

The condition of the heating at Mill Hall was raised by a Member and the Sub-Committee requested that the situation be looked into.

Children's' activities during the Summer were also the subject of discussion and Members requested that they receive the details of the schemes to be held during the forthcoming year and that they be invited to attend the launch of FitClub.

The price comparisons between Authorities were also raised by Members and the Sub-Committee was advised that price fixing was the responsibility of Circa Leisure

In considering the section of the Management Report concerning the Clements Hall Performance Indicators, Members raised the following points:-

- \* the key weaknesses identified in the report and the proposed methods being used in their improvement.
- \* the security at Clements Hall site including the possible use of CCTV or security guards at the site.

On the issue of CCTV, a Member raised the point that the CCTV currently used by the police, as sponsored by Rochford District Council, was not able to be used outside. The Sub-Committee requested that this be looked into as a matter of urgency.

Members thanked Mrs. Edwards for her attendance and she then left the Meeting.

49. **CORPORATE IDENTITY - CLEMENTS HALL LEISURE CENTRE (Minute 472/98)**

The Sub-Committee considered the report of the Head of Leisure and Client Services which sought Members agreement on the location of the Council's coat of arms and lettering reading "Rochford District Council" to the exterior of Clements Hall Leisure Centre. Members noted that at the previous Meeting of the Leisure Sub-Committee, agreement had been reached, in principle, to the armorial shield and appropriate lettering being mounted at the site and, on a show of hands, it was

**RECOMMENDED**

That the armorial shield and appropriate lettering be mounted as per picture B as outlined in the report (HLCS)(6771)

50. **UPGRADE OF FACILITIES - GREAT WAKERING SPORTS CENTRE (Minute 472/98)**

The Sub-Committee considered the report of the Head of Leisure and Client Services which provided Members with details of the costs for decorating the weight/party room. In agreeing the recommendations Members requested that, further to the review of the Repairs and Maintenance budget, any additional savings found over the £20,000 required be used to finance this project

**RECOMMENDED**

- (1) That decoration of the weight/party room at Great Wakering Sports Centre be agreed in principle.
- (2) That the work be held in abeyance until sufficient funds have been identified. (HLCS)(10287)

The Meeting closed at 8.30pm.

mar21.rpt

chairman M. W. Stevens date: 8/6/99

Minutes of the Council

At an Extraordinary Meeting held on 23rd February 1999. Present Councillors G. Fox (Chairman), R. Adams, R S Allen, G C Angus, D E. Barnes, P.A Beckers, C I. Black, S Cumberland, J M Dickson, D M Ford, Mrs J.E Ford, E.L Francis, K A Gibbs, Mrs. J M Giles, Mrs H.L.A Glynn, Mrs J. Hall, N Harris, D Helson, Mrs J. Helson, V.D. Hutchings, V H Leach, Mrs. S J Lemon, C R Morgan, R.A Pearson, T A Powell, Mrs. W.M. Stevenson, Mrs M.S Vince, R.E. Vingoe, Mrs. M.J. Webster, P.F.A Webster, D A. Weir and Mrs M A Weir

Apologies: Councillors B.R. Ayling and Mrs A.R. Hutchings.

76 SETTING THE LEVEL OF COUNCIL TAX 1999/2000

Council considered the report of the Corporate Director (Finance and External Services) detailing the net expenditure for the District as agreed at the last Meeting of Full Council and the factors which need to be taken into account when setting the Council Tax to accord with the requirements of the Local Government Finance Act 1992 (the Act) The Corporate Director advised that, since preparation of the report, correspondence had been received indicating that the Department of the Environment grant was to be reduced by a further £8 00. An amended schedule detailing the change was tabled by the Corporate Director.

Prior to detailed consideration of the Corporate Director's report, the Chairman of the Finance and General Purposes Committee made the following statement:-

"Chairman, Members, Members of the Public and Press,

The budget was discussed by Council at its last meeting and reached a consensus with regard to a three-year strategy. Additionally, Council has agreed that a small cross-party group of Members will monitor the budget throughout the year. Hopefully, this will give an impetus to next year's budget process and target areas for Committees to review. Furthermore, it will continue to open up the budget process, a principle which the Liberal Democrat Group initiated in the last few years

Next financial year, Rochford District's net budget for council tax purposes will rise by less than the rate of inflation. To achieve this without cutting services, we will need to use five hundred and sixty nine thousand pounds of our balances. This enables us to do several things:-

- \* Firstly, there will be no increase in car parking charges and we will continue for the next three years with free car parking on Saturday afternoons. This has proved popular with our residents and traders and I hope it will help our fight to retain trade within our town centres. Furthermore, car parking policies must be the subject of continual review.
- \* Monies have been earmarked to enable us to be proactive with our crime and disorder strategy and continue with the Domestic Violence Co-ordinator post. Crime and disorder is a priority initiative for the Council and similarly the issue of deprivation. The latter requires the Council to review its corporate objectives and strategies and review funding arrangements particularly in respect of the capital programme.
- \* We will also be able to ask schools to work in partnership in order to extend the summer playschemes by providing swimming facilities in Rayleigh and Rochford during the summer holidays.
- \* We shall refurbish playspaces at Pooles Lane, Hullbridge, Doggetts, Rochford and Hartford Close, Rayleigh.
- \* We can commence developing a waste management/recycling strategy in conjunction with our consultants Ekologica to counter the Essex County Council waste plan and any proposal to build an incinerator in West Rayleigh. The public message is very clear: incinerators are not acceptable whether in Rochford District or elsewhere in Essex.

- \* Finally, we will be able to refurbish and upgrade public conveniences, firstly in Rayleigh and Rochford and then throughout the District in later years.

In essence, there was cross-party support for the budget proposals of the Liberal Democrat Group, albeit criticism of the style of presentation. Sadly, a major area of difference was that of earmarking further monies for the enhancement of Rayleigh Town Centre. The Liberal Democrat Group considers that the enhancement of all the District's town centres, in conjunction with Parishes and Town Councils, is a prime objective. Hopefully, Council will review the situation at a very early date.

All Members were disappointed by our SSA settlement. The figures during the period 1994/95 to 1999/2000 make depressing reading -

- \* SSA down by five hundred and eighty three thousand pounds - a reduction of 9 4%
- \* Finance from Government down by seven hundred and eighty thousand pounds, a reduction of 19%
- \* This at a time when inflation has increased costs by around 16%
- \* Over this period, Rochford's budget has increased by a mere 4 4%, BUT our council tax has had to be increased by 77% due to Central Government capping polices. The vast majority of council tax increases have meant Rochford residents paying for the services provided by other local authorities throughout the country

Clearly, over the next three years, we must try to influence Government thinking in its review of the financing of local government.

The overall effect is that Rochford District's element of the council tax at Band D for 1999/2000 will be £107 01 or £2.06 per week for all of the services we provide plus those additional ones that I have mentioned, which I consider shows that this Council is financially prudent

In conclusion, the total council tax for a B and D property will be:-

|                      |               |
|----------------------|---------------|
| Essex County Council | 598.50        |
| Police Authority     | 65.07         |
| Rochford             | <u>107 01</u> |
| TOTAL                | 770 58        |

or £14 82 per week

Depending on where you live in the District, when Parish costs are taken into account, the tax at Band D will range from £785.87 to £806 30

Clearly, the largest proportion of the Council Tax bill to a household is that of Essex County Council which has risen this year by 7.2% It is imperative that this Council ensures that its residents get a fair share from the County Likewise, particularly in respect of the Crime and Disorder Bill, we must make representations if the Police precept results in major reductions in policing "

During debate, Councillor C R Morgan (Leader of the Labour Group) referred to the value of cross-party working in terms of achieving satisfactory grant settlements and developing the budget review process Councillor P.F.A. Webster (Leader of the Conservative Group) indicated that, whilst his Group was in support of the budget strategy, his Members would abstain from voting on financial aspects as they had omitted Group suggestions, such as pay on exit car parking. Councillor R E. Vingoe (Leader of the Hockley Residents Association) referred to his Group's regret that recent debate had demonstrated how diminishing budget resources could bring about parochialism. He confirmed that his Group was supportive of proposals aimed at assisting the District as a whole.

The Corporate Director (Finance and External Services) confirmed that he would be further responding to communication from the Rochford and District Chamber of Trade and Commerce and the Federation of Small Businesses

On a motion moved by Councillor Mrs J Helson and seconded by Councillor D.E. Barnes, it was:-

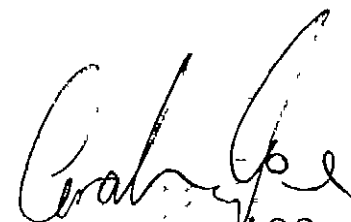
### Resolved

- (1) That it be noted that the tax base for the year is 29,785.96.
- (2) That the total for gross expenditure of the District together with the Parish precepts be £24,671,874 in accordance with Section 32(2)(a) to (e) of the Act.
- (3) That the total of income for the District Council be £17,644,000 in accordance with Section 32(3)(a) to (c) of the Act.
- (4) That the total net expenditure of the District Council together with the Parishes be £7,027,874. This is a total of (2) above less (3) in accordance with Section 32(4) of the Act
- (5) That the total of the sums payable into the general fund in respect of redistributed non-domestic rates, revenue support grant together with adjustments from its collection fund be £3,272,740. There is no sum payable in respect of contributions by the District Council in respect of reductions to council tax benefit subsidy
- (6) That the budget requirement for the year of £7,027,874 less the net income receivable of £3,272,740 produces a net sum of £3,755,134 which, divided by the tax base of 29,785.96 is equal to £126.07 which is the basic amount of its Council Tax for the year.
- (7) That the total of Parish precepts included within the above is £567,674 in accordance with Section 34(1) of the Act
- (8) That the total of the District Council without Parish precepts is the basic amount of Council Tax of £107.01.
- (9) That the total tax for both the District and the Parishes be as set out in the schedule which is included as Appendix A to these Minutes. These sums are calculated in accordance with Section 34(3) of the Act as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (10) That the sums given above for Band 'D' but now shown in the particular valuation Bands 'A' to 'H' are set out in the schedule shown as Appendix 'B'. These sums are calculated in accordance with Section 36(1) of the Act
- (11) That the precepts issued to the Council in respect of Essex County Council and Essex Police Authority for each valuation band 'A' to 'H' are set out in the schedule shown as Appendix 'C' to these Minutes.
- (12) That the total Council Tax for the area for each Valuation Band 'A' to 'H' is as set out in Appendix 'D' to these Minutes. In accordance with the Local Government Finance Act 1992, these are the amounts set as Council Tax for the year 1999/2000

Note Pursuant to Standing Order 24(4) the representatives of the Conservative Group, Councillors R Adams, K A Gibbs, R A. Pearson, Mrs M J. Webster and P.F.A Webster, wished it to be recorded that they had abstained from voting.

The meeting closed at 7 44 p m

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Chairman.   
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20-4-99

|                 | Band D<br>Equivalents | Parish<br>Precept | Parish<br>Charge | District<br>Charge | Total<br>Charge |
|-----------------|-----------------------|-------------------|------------------|--------------------|-----------------|
| Ashington       | 1,095.39              | 18,717            | 17.09            | 107.01             | 124.10          |
| Barling         | 614.69                | 14,000            | 22.78            | 107.01             | 129.79          |
| Carewdon        | 555.07                | 10,000            | 18.02            | 107.01             | 125.03          |
| Foulness Island | 67.19                 | 2,400             | 35.72            | 107.01             | 142.73          |
| Great Wakering  | 1,973.23              | 50,000            | 25.34            | 107.01             | 132.35          |
| Hawkwell        | 4,435.48              | 83,307            | 18.78            | 107.01             | 125.79          |
| Hockley         | 3,685.09              | 70,678            | 19.18            | 107.01             | 126.19          |
| Hullbridge      | 2,340.42              | 57,992            | 24.78            | 107.01             | 131.79          |
| Paglesham       | 106.64                | 1,750             | 16.41            | 107.01             | 123.42          |
| Rawreth         | 384.80                | 5,885             | 15.29            | 107.01             | 122.30          |
| Rayleigh        | 11,576.84             | 195,895           | 16.92            | 107.01             | 123.93          |
| Rochford        | 2,659.15              | 50,000            | 18.80            | 107.01             | 125.81          |
| Stanbridge      | 236.67                | 5,800             | 24.51            | 107.01             | 131.52          |
| Sutton          | 55.30                 | 1,250             | 22.60            | 107.01             | 129.61          |

|           |         |
|-----------|---------|
| 29,785.96 | 567,674 |
|-----------|---------|



| Band ID         | Parish    | Parish Charge | District Charge | Total Charge | BAND   |        | BAND   |        | BAND   |        | BAND   |        | BAND |  | BAND |  |
|-----------------|-----------|---------------|-----------------|--------------|--------|--------|--------|--------|--------|--------|--------|--------|------|--|------|--|
|                 |           |               |                 |              | A      | B      | C      | D      | E      | F      | G      | H      |      |  |      |  |
| Equivalent      | Precept   | Charge        | Charge          | Charge       | 6/9    | 7/9    | 8/9    | I      | 11/9   | 13/9   | 15/9   | 2      |      |  |      |  |
| Ashington       | 1,095.39  | 18,717        | 17.09           | 107.01       | 124.10 | 96.52  | 110.31 | 124.10 | 151.68 | 179.26 | 206.83 | 248.20 |      |  |      |  |
| Barling         | 614.69    | 14,000        | 22.78           | 107.01       | 129.79 | 100.95 | 115.37 | 129.79 | 158.63 | 187.47 | 216.32 | 259.58 |      |  |      |  |
| Canewdon        | 555.07    | 10,000        | 18.02           | 107.01       | 125.03 | 97.25  | 111.14 | 125.03 | 152.81 | 180.60 | 208.38 | 250.06 |      |  |      |  |
| Footness Island | 67.19     | 2,400         | 35.72           | 107.01       | 142.73 | 111.01 | 126.87 | 142.73 | 174.45 | 206.17 | 237.88 | 285.46 |      |  |      |  |
| Great Wakering  | 1,973.23  | 50,000        | 25.34           | 107.01       | 132.35 | 102.94 | 117.64 | 132.35 | 161.76 | 191.17 | 220.58 | 264.70 |      |  |      |  |
| HaxAwell        | 4,435.48  | 83,307        | 18.78           | 107.01       | 125.79 | 97.84  | 111.81 | 125.79 | 153.74 | 181.70 | 209.65 | 251.58 |      |  |      |  |
| Hockley         | 3,685.09  | 70,678        | 19.18           | 107.01       | 126.19 | 98.15  | 112.17 | 126.19 | 154.23 | 182.27 | 210.32 | 252.38 |      |  |      |  |
| Hullbridge      | 2,340.42  | 57,992        | 24.78           | 107.01       | 131.79 | 102.50 | 117.15 | 131.79 | 161.08 | 190.36 | 219.65 | 263.58 |      |  |      |  |
| Pagtesham       | 106.64    | 1,750         | 16.41           | 107.01       | 123.42 | 95.99  | 109.71 | 123.42 | 150.85 | 178.27 | 205.70 | 246.84 |      |  |      |  |
| Rawreth         | 384.80    | 5,885         | 15.29           | 107.01       | 122.30 | 95.12  | 108.71 | 122.30 | 149.48 | 176.66 | 203.83 | 244.60 |      |  |      |  |
| Rayleigh        | 11,576.84 | 195,895       | 16.92           | 107.01       | 123.93 | 96.39  | 110.16 | 123.93 | 151.47 | 179.01 | 206.55 | 247.86 |      |  |      |  |
| Rochford        | 2,659.15  | 50,000        | 18.80           | 107.01       | 125.81 | 97.85  | 111.83 | 125.81 | 153.77 | 181.73 | 209.68 | 251.62 |      |  |      |  |
| Stambridge      | 236.67    | 5,800         | 24.51           | 107.01       | 131.52 | 102.29 | 116.91 | 131.52 | 160.75 | 189.97 | 219.20 | 263.04 |      |  |      |  |
| Sutton          | 55.30     | 1,250         | 22.60           | 107.01       | 129.61 | 100.81 | 115.21 | 129.61 | 158.41 | 187.21 | 216.02 | 259.22 |      |  |      |  |

## Appendix B



| County<br>Charge | Police<br>Charge | Total<br>Charge | BAND   |        | BAND   |        | BAND   |        | BAND   |          | BAND |   | BAND |  |
|------------------|------------------|-----------------|--------|--------|--------|--------|--------|--------|--------|----------|------|---|------|--|
|                  |                  |                 | A      | B      | C      | D      | E      | F      | G      | H        | I    | J |      |  |
|                  |                  |                 | 6/9    | 7/9    | 8/9    | 1      | 11/9   | 13/9   | 15/9   | 2        |      |   |      |  |
| 598 50           |                  | 598 50          | 399 00 | 465 50 | 532 00 | 598 50 | 731 50 | 864 50 | 997 50 | 1,197 00 |      |   |      |  |
|                  | 65 07            | 65 07           | 43 38  | 50 61  | 57 84  | 65 07  | 79 53  | 93 99  | 108 45 | 130 14   |      |   |      |  |

Appendix C





Chairman

*[Signature]*

date 20.4.99

*[Signature]*

|                 | Band D<br>Equivalents | Parish<br>Precept | Parish<br>Charge | District<br>Charge | County<br>Charge | Police<br>Charge | Total<br>Charge | BAND<br>A<br>6/9 | BAND<br>B<br>7/9 | BAND<br>C<br>8/9 | BAND<br>D<br>I<br>11/9 | BAND<br>E<br>13/9 | BAND<br>F<br>15/9 | BAND<br>G<br>15/9 | BAND<br>H<br>2 |
|-----------------|-----------------------|-------------------|------------------|--------------------|------------------|------------------|-----------------|------------------|------------------|------------------|------------------------|-------------------|-------------------|-------------------|----------------|
| Ashington       | 1,095 39              | 18,717            | 17 09            | 107 01             | 598 50           | 65 07            | 787 67          | 525 11           | 612 63           | 700 15           | 787 67                 | 962 71            | 1,137 75          | 1,312 78          | 1,575 34       |
| Barling         | 614 69                | 14,000            | 22 78            | 107 01             | 598 50           | 65 07            | 793 36          | 528 91           | 617 06           | 705 21           | 793 36                 | 969 66            | 1,145 96          | 1,322 27          | 1,586 72       |
| Canevdon        | 555 07                | 10,000            | 18 02            | 107 01             | 598 50           | 65 07            | 788 60          | 525 73           | 613 36           | 700 98           | 788 60                 | 963 84            | 1,139 09          | 1,314 33          | 1,577 20       |
| Foulness Island | 67 19                 | 2,400             | 35 72            | 107 01             | 598 50           | 65 07            | 806 30          | 537 53           | 627 12           | 716 71           | 806 30                 | 985 48            | 1,164 66          | 1,343 83          | 1,612 60       |
| Great Wakering  | 1,973 23              | 50,000            | 25 34            | 107 01             | 598 50           | 65 07            | 795 92          | 530 61           | 619 05           | 707 48           | 795 92                 | 972 79            | 1,149 66          | 1,326 53          | 1,591 84       |
| Hawkwell        | 4,435 48              | 83,307            | 18 78            | 107 01             | 598 50           | 65 07            | 789 36          | 526 24           | 613 95           | 701 65           | 789 36                 | 964 77            | 1,140 19          | 1,315 60          | 1,578 72       |
| Hockley         | 3,685 09              | 70,678            | 19 18            | 107 01             | 598 50           | 65 07            | 789 76          | 526 51           | 614 26           | 702 01           | 789 76                 | 965 26            | 1,140 76          | 1,316 27          | 1,579 52       |
| Hullbridge      | 2,340 42              | 57,992            | 24 78            | 107 01             | 598 50           | 65 07            | 795 36          | 530 24           | 618 61           | 706 99           | 795 36                 | 972 11            | 1,148 85          | 1,325 60          | 1,590 72       |
| Paglesham       | 106 64                | 1,750             | 16 41            | 107 01             | 598 50           | 65 07            | 786 99          | 524 66           | 612 10           | 699 55           | 786 99                 | 961 88            | 1,136 76          | 1,311 65          | 1,573 98       |
| Rawreth         | 384 80                | 5,885             | 15 29            | 107 01             | 598 50           | 65 07            | 783 87          | 523 91           | 611 23           | 698 55           | 783 87                 | 960 51            | 1,135 15          | 1,309 78          | 1,571 74       |
| Rayleigh        | 11,576 84             | 195,895           | 16 92            | 107 01             | 598 50           | 65 07            | 787 50          | 525 00           | 612 50           | 700 00           | 787 50                 | 962 50            | 1,137 50          | 1,312 50          | 1,575 00       |
| Rochford        | 2,659 15              | 50,000            | 18 80            | 107 01             | 598 50           | 65 07            | 789 38          | 526 25           | 613 96           | 701 67           | 789 38                 | 964 80            | 1,140 22          | 1,315 63          | 1,578 76       |
| Stanbridge      | 236 67                | 5,800             | 24 51            | 107 01             | 598 50           | 65 07            | 795 09          | 530 06           | 618 40           | 706 75           | 795 09                 | 971 78            | 1,148 46          | 1,325 15          | 1,590 18       |
| Sutton          | 55 30                 | 1,250             | 22 60            | 107 01             | 598 50           | 65 07            | 793 18          | 528 79           | 616 92           | 705 05           | 793 18                 | 969 44            | 1,145 70          | 1,321 97          | 1,586 36       |

|           |         |
|-----------|---------|
| 29,785 96 | 567,674 |
|-----------|---------|

Appendix D