



**Rochford District
Council**

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1999

January - December

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**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1999

December

ROCHFORD DISTRICT COUNCIL**Minutes of the Compulsory Competitive Tendering Panel**

At a Meeting held on 2 December 1999. Present: Councillors Mrs J Helson (Chairman), D E Barnes, G Fox, V D Hutchings and P F A Webster

77 **MINUTES**

The Minutes of the Meeting held on 25 November 1999 were approved as a correct record and signed by the Chairman

78. **EXCLUSION OF THE PUBLIC AND PRESS**

In view of the need to discuss detailed proposals for inclusion in the Council's I T and Waste contracts, it was

Resolved

That under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the Meeting for the following items of business on the grounds that they involved the likely disclosure of Exempt Information as defined in Paragraph 9 of Part 1 of Schedule 12A of the Act

79. **I T CONTRACT**

NOTE The Chairman agreed to admit this Item as urgent in view of the need to adhere to the timetable for awarding the contract.

As requested at the Panel's last Meeting, Mr Steven Watson from Vantagepoint was present to report on the merits of the expressions of interest that had been received, the deadline for submission of which was 30 November 1999. A detailed assessment of each submission, evaluating the extent to which the criteria previously agreed by the Panel was met, was tabled at the Meeting, together with an executive summary

Mr Watson informed the Panel that 28 expressions of interest had been received, two of which had been withdrawn. Of the remainder, Vantagepoint had identified eight that met all the criteria fully, and which should therefore be included on the shortlist that would be invited to submit tenders, twelve that failed comprehensively to meet the criteria and which could be rejected, and six whose submissions were marginal. Members considered this latter category in particular detail, and concluded that two should be included on the shortlist.

The shortlist which, following a motion by Councillor P F A Webster and seconded by Councillor D E Barnes was agreed unanimously by the Panel, is given below

EASAMS
Hyder Services
Integris UK
ITNET
MDIS Ltd
Rebus Computer Services Ltd
Securicor Information Systems Ltd
Sema Group
Triad Group
WS Atkins Information Technology

Mr Watson informed the Panel that he would be undertaking further discussions with these ten companies concerning the detail of the contract. Members requested that they be informed should any of the shortlisted companies withdraw at a future stage of the contract process.

Resolved

That the shortlist of suppliers that would be invited to submit tenders for the IT contract be as outlined above (Minute 79). (HAMS)

80. WASTE CONTRACT STRATEGY OPTIONS

The Panel considered the confidential joint report of the Head of Housing, Health and Community Care and the Head of Leisure and Client Services which provided Members with an update on the draft Refuse Contract, and examined a number of issues that would need to be resolved before finalising the specification

The Panel was reminded that, at its Meeting in early November 1998, the draft Domestic Refuse Collection and Recycling specification, (a copy of which was appended to the report was endorsed). The specification was due to be tendered in January 1999. The essence of the service to be provided was a five year domestic refuse collection service, with a recycling option operating on an alternate fortnightly collection of dry recyclables. This option was to be piloted on 1500 properties in Hawkwell, which would then be extended to cover the whole District over a 36 month period.

In late November 1998, the draft Essex & Southend Waste Plan was published for consultation. In response to the draft Plan, Members considered it appropriate to delay the retendering of the refuse collection contract to provide time for the development of a high waste diversion strategy. A one year extension of the contract was negotiated with the current contractor, Serviceteam. Specialist consultants, Ecologica, were engaged as part of a wider consortium of authorities to produce an Essex-wide waste management strategy and a specific high diversion strategy for Rochford.

It was noted that the Council had already started a kerbside collection trial for dry recyclables in Ashingdon/ Hawkwell and had submitted a bid to host

a four year high waste diversion trial to cover the whole of Rayleigh, the outcome of which would be announced early in the New Year

The Head of Housing, Health and Community Care reported that, since preparing the report, the County Council's Waste Management Sub-Committee had met to consider all the bids submitted by District and Borough Councils and had accepted four out of seven, one of which was from Rochford. However, the Sub-Committee had also recommended that this Council should consider making a further financial contribution towards the costs of the scheme in order to attract matched funding from external sources. It was confirmed that the Council had previously agreed to contribute a capital sum of £100,000 towards the cost of the trial. A response to the County Council's request for an increased contribution was required to be submitted by 24 December 1999.

The Panel considered this issue in some detail, during which the following main points arose.

- It was recognised that Rochford's bid was the most expensive but, when taking the number of households covered into account, it compared favourably with the other submissions, some of which covered approximately half the number in this Council's proposals.
- Members agreed that, whilst increasing the contribution would undoubtedly improve the likelihood of the bid being successful, it was nevertheless essential to examine the impact upon the Council's finances of such a course of action. Officer time in the preparation of a bid would need to be considered, as would other competing budgetary priorities, most appropriately, it was agreed, by the Member Budget Monitoring Working Group. A number of Members were of the opinion that the County Council should be requested to identify the sum that they would be expecting any successful partnership authority to contribute over a four year period, to enable this Council to consider the practicability of pursuing a bid
- It was considered that the funding by the County Council of a high diversion waste strategy could be perceived as contradictory to the logic of the Waste Plan, currently the subject of a public enquiry. The Inspector's report concerning the Plan was identified as a fundamental source of guidance for this Council's waste management strategy.

The Panel concluded discussion of this issue by agreeing to seek the views of the Member Budget Monitoring Working Group, in view of the potentially significant revenue costs associated with participation in the recycling trial. Involvement in this project would inevitably have to be judged against the likely impact upon other Council initiatives for which revenue funding was required

In the meantime, it was recognised that letting the refuse contract by the target date of April 2001 would be difficult if the outcome of the County Council's decision in respect of the trial bid, anticipated to be available next

February, was awaited. In reply to a Member question, the Corporate Director (Finance and External Services) indicated that a further extension of the existing contract would not be advisable, and that it should be put out to tender as originally anticipated. The draft contract had, it was confirmed, been prepared to ensure maximum flexibility in meeting future changes and the Panel considered two possible options to address the potential problems generated by the uncertainty associated with the outcome of the Rayleigh Trial Bid. These were as follows

Option 1: If the bid was to be successful, two contracts would be let one from September 2000 for 4.5 years for all refuse collection and kerbside recycling in Rayleigh; the other for 4 years from April 2001 for a basic refuse collection service for the remainder of the District. Both contracts would finish on 31 March 2005.

The outstanding period of the existing refuse collection contract in Rayleigh, i.e. September 2000 – March 2001, would be the subject of negotiations with Serviceteam

Option 2: One refuse collection contract would be let from April 2001 for, say five years for the whole District, containing the provision that if and when required by the Council, collections would alternate between residual waste and organic waste.

Kerbside collection of dry recyclables in Rayleigh would be through a separate contract for four years, commencing September 2000.

Following careful consideration the Panel agreed that Option 2 was the more suitable with which to proceed, although at present, it was not possible to include or identify the likely capital costs. It was suggested that a seven or even fourteen year contract would be more economic than five years. A preliminary advertisement inviting expressions of interest could, it was suggested, be issued in January before the content of the contract was confirmed, with further detail being made available at a later stage of the tendering process. The Panel concurred with the view of a Member that consideration should be given to the use of consultants to carry out evaluation of the tenders and appointment of a contractor in a similar way as for the IT contract.

The Panel noted that the Hawkwell trial was due to finish in August 2000 and gave consideration as to its possible extension beyond then, under the new contract. It was recognised that the budgetary implications of adding a separate trial to the contract would need to be assessed by the Member Budget Monitoring Working Group but, if possible, Members agreed that a commitment to its continuation should be given, up to 31 March 2001 to coincide with re-letting the contract. After that time however it was suggested that the collection system for Hawkwell should replicate that for the District as a whole. In this connection it was pointed out that Transportation and Environmental Services Committee had already agreed modifications to the Hawkwell Trial so that it more closely followed the format of the Rayleigh bid.

RECOMMENDED to Transportation and Environmental Services
Committee

1. That Option 2 forms the basis upon which to proceed with a collection contract for a period of seven years commencing on 1 April 2001 which contains a provision enabling the Council to require alternate weekly collections of organic material and residual refuse in any specified part, or all, of the District.
2. That if the bid for funding for the high diversion trial in Rayleigh is successful, tenders be separately invited for the collection and sorting of dry recyclables in the trial area
3. That consideration of the extension of the Hawkwell trial beyond August 2000 be deferred, pending examination by the Member Budget Monitoring Working Group of the likely budgetary implications.
4. That the contract for collection of paper from 1100 litre banks be tendered separately for the period 1 April 2000 to 31 October 2004
5. That the specification includes the Best Value principles outlined in the report.
6. That the contract requires the use of low emission vehicles and livery which reflects the Council's prevailing role.
7. That consideration be given to whether the Council's financial contribution to the Rayleigh high diversion trial bid should be increased.
8. That consideration be given to the use of consultants to assist in evaluation of the tenders and appointment of a contractor (HLCS)(HHHCC)

The Meeting closed at 1.30 pm

Chairman

Date

ROCHFORD DISTRICT COUNCIL

Minutes of the Reconvened Member Budget Monitoring Group

At a Reconvened Meeting held on 2 December 1999. Present: Councillors D E Barnes (Chairman) and P F A Webster

Apologies. Councillors V H Leach, C R Morgan and R E Vingoe.

Substitutes: Councillors Mrs J Helson and V D Hutchings.

Visiting: Councillor Mrs M J Webster

67 LEISURE ASSETS – IDENTIFICATION OF OPTIONS

The Working Group had, at its Meeting on 25 November 1999, given further consideration to the issues associated with future use of the former Rayleigh Sports and Social Club building on the Mill Hall Complex, the Leisure Contract and the Council's Leisure assets/buildings. It had been agreed to adjourn that Meeting to enable the preparation of site sketch plans, and to obtain additional information on the former Sports and Social Club site and details concerning the possible appointment of specialist professional consultants to advise the Council about the strategic issues associated with the Leisure Contract.

The Chairman welcomed to the Meeting Mr Peter Johnson from the Council's Leisure Contractor, Leisure Connection plc, who gave a short presentation outlining three possible options for the redevelopment of the Mill Hall Complex to increase its use by the community. The details of those options, outlining their advantages and disadvantages, were circulated at the Meeting

Mr Johnson was thanked for his presentation and he then left the Meeting.

Before proceeding to discuss in detail the options that the Group wished to recommend to Council for redeveloping the Complex the Chairman drew Members' attention to the need to set these recommendations within the context of the Authority's budgetary position and the limited funding that would realistically be available. The following were identified as key schemes and issues that the Council would wish to pursue/address over the short, medium and long term, and which would have substantial budgetary implications:

- Town Centre improvements, at Hockley and Rochford
- Park School/Sweyne Park
- Blatches Farm
- Mill Hall Complex
- Recycling initiatives
- I T related issues
- Contract renewals. Any variations to the existing contracts were likely to have financial implications

- Housing management and provision

A number of potential sources of finance (both capital and revenue), and areas within which potential savings could be made, were also identified, as follows

- Finance that had already been set aside for some of the above projects.
- Disposal of land and property assets.
- Review of the Capital Programme
- Websters Way Development.
- Receipt from the sale of land at Etheldore Avenue
- Increasing the income from the Council's car parks
- Reducing the costs of the leisure contract
- Review the allocation of funding for the Mill Hall scheme
- Transfer assets and functions to the Parish Councils, for example (play equipment)
- Cease the Grants Programme.
- White goods collection should become self-financing.
- External funding sources

Taking these factors into account, the Working Group then considered the options it wished Council to consider in respect of the Mill Hall Complex, which would also reflect discussions that had taken place at the Group's recent Meetings. Referring all the potential options to Council would enable full consideration to be given by the political Groups, including the possibility of retaining the status quo. Following suggestions prompted by the presentations given over the past few weeks, a number of key issues had been identified on which a Council decision was now required:: the possible demolition of the former Sports and Social Club and the re-use of the land upon which it stood for car parking; renovation of the windmill and enhancing its visual impact within the Complex and beyond; upgrading Mill Hall's facilities including, for example, air conditioning and refurbishing the ground floor patio and bar area; and "tidying up" the overall site to improve its aesthetic appearance. It was recognised that some of these suggestions would need to be linked, in order that the necessary finance was available

The Chairman then introduced and welcomed to the Meeting Mr David Timson (Property Maintenance and Highways Manager, Leisure and Client Services) who had prepared an indicative plan showing a revised parking arrangement for the Rayleigh Sports and Social Club site. This incorporated the following features:

- an additional 37 parking spaces on the site of the former Sports and Social Club
- improved pedestrian access
- enhanced vista for the windmill
- three separate parking areas



- improved access for the disabled to Mill Hall
- traffic calming measures
- raised paving and removal of steps
- a feature being made of the millstones
- re-location of the beacon
- the possibility of gated access to give added security to the inner site

The Group was informed by the Corporate Director (Finance and External Services) of the funding currently earmarked for the Mill Hall project. The possibility of developing partnership arrangements, and obtaining external sources of funding were also considered, and it was suggested that discussions in this vein should be held with the National Trust. If such an option was to be pursued, the existing arrangements under which the windmill was let would need to be clarified.

Details of the likely cost of the scheme outlined above were received, and it was estimated that demolition of the Social Club, paving, surfacing, lighting and improvements to the Mill Hall would total approximately £185,000.

The Corporate Director reported that, as far as the leisure contract as a whole was concerned he had, as requested at the last Meeting, obtained some details of the likely scope and cost of using consultants' advice concerning strategic issues. A "menu" of possible options had been received from one company and was circulated at the Meeting. The likely cost of these options was noted.

The Working Group was grateful for the detail given in the redevelopment scheme as presented and thanked Mr Timson for his presentation. It was considered that the proposals incorporated the key issues previously recognised by the Group, and therefore represented an appropriate basis upon which Council should be asked as to whether to proceed, coupled with additional maintenance/renovation of the Windmill. The capital savings which would arise could be used to fund an upgrade to the Mill Hall, with monies also being returned to the Capital Programme.

The Working Group then considered proposals with regard to those areas of land the subject of the Member site visit that had taken place on 27 November 1999 to review a number of non-leisure sites, as previously identified by the Group. Noting that some Ward Members had missed the opportunity to comment on specific sites because the visits had proceeded ahead of schedule, it was proposed that the Groups' recommendations should go through Corporate Resources Sub-Committee. These properties, together with the suggested course of action that had been suggested as a result of the visit, are listed in the private and confidential appendix, (attached to the signed copy of these Minutes).

It was acknowledged too that a report would be coming forward to a future Meeting on the future of the land to the rear of the Civic Centre, Rayleigh.

The Chief Executive reported to Members that, at a Meeting of Finance and General Purposes Committee on 30 November 1999, it had been resolved



"(1) That the proposals of the Blatches Farm-Working Party set out in the report of the Head of Administrative and Member Services, together with a number of questions submitted by Councillor Mrs J Helson be referred to the Member Budget Monitoring Group to enable consideration of the financial implications in advance of the next Meeting of Full Council.

(2) That the recommendations of the Member Budget Monitoring Working Group, together with the above questions, be referred for consideration to a Meeting of the Blatches Farm Working Party in advance of the next Meeting of Full Council.

(3) That all proposals be referred to the next Meeting of Full Council for consideration."

The views of the Working Group on the financial implications of the Blatches Farm proposals were therefore sought

Because of the lateness of the hour and Members' other commitments it was not possible to consider the Officers' response to Councillor Mrs Helson's questions. However, Officers confirmed that there had as yet been no provision in next year's Capital Programme for any expenditure on this scheme. Although Members recognised the present difficulty in identifying any funding sources for the scheme, it was considered unlikely that the Country Park proposals would proceed unless there was some injection of capital either from the District Council alone or in association with possible partners. It was considered necessary to identify the minimum sum that this Council would need to contribute to allow the scheme to proceed, and the Chief Executive explained that further discussions with potential partners would be necessary in order to clarify the size of the required contribution. Members endorsed this approach.

RECOMMENDED

(1) That, in respect of the Mill Hall Complex the Council considers:

(a) The proposals for the redevelopment of the site, as outlined above, at a cost of £200,000 (provision for which is already included within the Capital Programme).

(b) That consultants be engaged to advise upon the Council's leisure strategy, to be funded by savings accruing from the Leisure Contract.

(c) That £200,000 be set aside for improvements to the Mill Hall building.


(d) That an additional £25,000 be included within the repairs and maintenance budget for the refurbishment, internally and externally, of the windmill.

(e) That the remainder be set aside for other Capital projects (CEX)

(2) That, in respect of the proposed disposal of the non-leisure sites listed above, the Group's recommendations be considered by Corporate Resources Sub-Committee, taking any views expressed by local Ward Members into account. (CD(LPA)).

- (3) That, with regard to Blatches Farm, the Chief Executive be endorsed to hold discussions with potential partners on the basis of the Council's business plan to provide a Country Park, in order to identify the minimum contribution that would be required from the Council to enable the scheme to proceed.
(CEX)

The Meeting adjourned at 8.05pm


CHAIRMAN
3/2/2000

ROCHFORD DISTRICT COUNCIL

Minutes of the Council

At a Meeting held on 7 December 1999. Present: Councillors D R Helson (Chairman), R Adams, B R Ayling, D E Barnes, P A Beckers, C I Black, T G Cutmore, J M Dickson, D F Flack, D M Ford, Mrs J E Ford, G Fox, K A Gibbs, Mrs J M Giles, Mrs H L A Glynn, J E Grey, Mrs J Hall, Mrs E M Hart, Mrs J Helson, A Hosking, Mrs A R Hutchings, V D Hutchings, V H Leach, Mrs S J Lemon, G A Mockford, C R Morgan, R A Pearson, P D Stebbing, 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 R S Allen, G C Angus, N Harris, C C Langlands and T Livings.

Prior to the commencement of the Meeting, Members stood in silence in memory of former Rochford Parish Councillor G Tasker.

481. MINUTES

Resolved

That the Minutes of the Meeting held on 19th October 1999 and Extraordinary Meeting held on 23 November 1999 be approved as correct records and signed by the Chairman

482. MEMBERS' INTERESTS

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

- (i) Councillor D E Barnes declared an interest in grants by virtue of his role as Chairman of Rayleigh Age Concern and did not take part in discussion or voting thereon.
- (ii) Councillor Mrs A R Hutchings declared a non pecuniary interest in the item on car parking strategy by virtue of her role as Chairman of Hockley Chamber of Trade.
- (iii) Councillor Mrs M A Weir declared an interest in grants by virtue of her role as Chairman of Rochford District Old People's Welfare Committee.

483. CHAIRMAN'S ANNOUNCEMENTS

The Chairman wished to congratulate his Chaplain, the Reverend David Parrott, on being appointed Rural Dean of Rochford.

The Chairman reported his attendance at a number of activities including:-

John
19 Jan 2000
1357

- Launch of the Proof of Age 16+ Scheme.
- Visiting the street art at Rochford Garden Way.
- Starting the 36 hour "Swimathon" in aid of the Hockley/Hawkwell Branch of the St John's Ambulance.
- The Charity "Boogie Night" for the Chairman's Charity, Leukaemia Appeal.
- The role of honour for sporting achievement awarded to 34 young sports people who had achieved county standard or higher.
- Collecting awards from the Essex Playing Fields and Childrens Play Association. This year Certificates of Merit had been received in respect of:-
 - Fairview Playing Field, Rayleigh
 - St John Fisher Playing Field, Rayleigh
 - Hullbridge Playing Field
 - King George's V Playing Field, Ashingdon
 - Canewdon Playing Field (which was also placed second)

The Chairman reminded Council that the Civic Carol Service was on Sunday, 12 December at Holy Trinity Church, Rayleigh, commencing at 6.30pm. The Beacon Lighting Ceremony is to be held on 31 December, commencing at 7 30pm from the Holy Trinity Parish Rooms, Rayleigh.

484. COMMITTEE MINUTES

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 Numbers
(i) PLANNING SERVICES	28 October 1999	424-428
(ii) COMMUNITY SERVICES	16 November 1999	429-437

Minute 432 – Recycling Banks, St John Fisher Playing Field, Rayleigh.

Pursuant to Standing Order 18(6), a requisition had been received in the names of Councillors R A Adams, G A Mockford and P F A Webster requiring that Minute 432 be referred to Full Council for decision.

During debate, some Members expressed the view that bin removal should be an option given levels of site vandalism and associated cost in terms of emergency service call outs. Other Members felt that bin removal should only be considered as a last resort should the emergency services be recommending such action. Council endorsed the

view of a Member that, given the amount of work undertaken to date, it would be appropriate to monitor the Council's decision.

On a motion, moved by Councillor Mrs W M Stevenson and seconded by Councillor V H Leach, it was:-

Resolved

- (1) That the recycling banks at St John Fisher Playing Field, Rayleigh be retained at the current location and that a 2 metre anti-climb fence be erected to the north, east and south boundary of the existing hardstanding, the cost to be met from the existing recycling scheme budget.
- (2) That a monitoring report on this matter be submitted to the Community Services Committee after the new anti-climb fence has been in place for three months.
(HHHCC)

(iii) TRANSPORTATION & ENVIRONMENTAL 18 November 1999 438-449
SERVICES

Minute 442 – Car Parking Strategy

Council considered the Addendum report of the Head of Housing and Revenue Management which had been referred by the Transportation and Environmental Services Committee, together with supplementary supporting information submitted by the Corporate Director (Finance & External Services).

In presenting this item, the Corporate Director confirmed that information relating to the full costing of the Freight House Car Park being upgraded to pay and display would be submitted to a future Meeting of the Transportation and Environmental Services Committee. Members were referred to suggestions set out in recent correspondence received from the Hockley Chamber of Trade and Commerce and the Rayleigh and District Chamber of Trade. The Corporate Director advised that Members should be mindful of the Council's budgetary position in determining this item.

During debate, Members revisited the arguments for and against pay on exit car parking. In terms of current proposals, reference was made to the need to be mindful of the a constant danger that Towns within the District can lose custom to Towns within neighbouring authorities. Comment was also made to the possibility that any decisions made now could always be revisited as budgetary demands became clearer.

A Motion involving no change to the current charging structure was moved by Councillor V H Leach and seconded by Councillor Mrs J M Giles. An amendment that the charging structures be adjusted to provide for an initial charge of 40p for the first two hour period was lost on a show of hands.

Resolved

- (1) That no change be made to the designation and fee structures of existing fee paying car parks at this point in time.

(2) That the existing pay and display ticket machines be upgraded to the 'Accent' machines as supplied by Metric Group Plc on the basis set out in the report of the Head of Revenue and Housing Management at a total cost of £34,400.

(3) That the current Pay and Display system be continued.

(4) That the arrangement whereby free parking is available on Saturday afternoons be retained. (HHHCC)

Minute 441 – Relating to Regional Planning Guidance for the South East – Panel Report

The draft Regional Planning Guidance Panel report had been referred to Full Council for consideration.

Council concurred with the view of the Chairman that it would be appropriate to include all appropriate European Parliament Members in Council communication on this matter. On a Motion moved by Councillor P F A Webster and seconded by Councillor R A Pearson, it was:-

Resolved

That Rochford District Council's concerns about the Draft Regional Planning Guidance (RPG) Panel Report be sent to:-

the Rt. Hon. John Prescott MP., the Secretary of State for Environment, Transport and the Regions and to

- Mrs. Hilary Armstrong, Minister for Local Government and Housing
- Mr Nicolas Raynsford MP – Parliamentary Under Secretary of State
- Sir Teddy Taylor MP
- Dr Michael Clark MP
- The appropriate MEP's
- Bill Samuel – Chief Executive of EEDA
- Colin Robertshaw – Regional Officer of EELGC
- Caroline Bowdler – Government Office for the East of England
- Stewart Ashurst - Chief Executive, Essex County Council

Rochford District Council urges the Government to maintain its commitment to planning for sustainable development and to the 'plan, monitor and manage' approach. Against this background, it is contended that there must be serious doubts about the conclusions reached by the RPG Panel on future planning in the South East

Overall, the report seems to largely ignore the SERPLAN strategy which attempted to put forward a set of balanced and sustainable development proposals for employment and housing provision in the South East in favour of what is in effect a 'laissez faire' approach to planning.

1. Housing

The Government has made it clear that "predict & provide" is no longer an acceptable way of planning for future housing. However, it seems the Panel have based their advice on future housing requirements on such an approach rather than on a plan, monitor and manage' philosophy. Government advice (DETR press release dated 29th March 1999) advises that rather than concentrating solely on household projections, 'other factors should equally be taken into account so that regional planning bodies, against a background of need and capacity, take a realistic and responsible approach to planning future housing provision'. Therefore, it cannot be correct, as the Panel concludes in paragraph 71/6 of their report, to use the 1992 - based household projections as the only basis for considering future housing allocations. To do so clearly contradicts Government Policy and goes against the adoption of a sustainable approach to planning.

Rochford Council has grave concerns about the impact the acceptance of the Panel's recommended dwelling provision (paragraph 7.35 of the report) would have for the district. Rochford is a wholly green belt district and there seems little doubt that in order to accommodate 7,500 dwellings p a. Essex County Council would inevitably require a proportion of the additional units to be provided within the District. To do so would significantly undermine green belt principles, in particular the key aim to avoid coalescence of settlements

2. Sustainability

Notwithstanding the implication in paragraph 1.33 that many people reading the report could be considered 'rather silly', it seems clear that the recommendations for change are based on two notions:

- The economy of the South East should be encouraged to grow unrestricted.
- The planning system should impose no restrictions on anyone who wishes to have a house in the South East.

If these are indeed the correct conclusions to be drawn from the Panel's report, then there can be no doubt that the notion of sustainable development, which requires market led development to be managed and guided towards areas of need in order to achieve a sustainable mix of land uses and a balance between housing and employment, has been totally rejected. Failure to accept the need for a sustainable approach to planning flies directly in the face of Government guidance and the end result will be further serious environmental damage across the South East

(iv)	AUDIT SERVICES	23 November 1999	450-456
(v)	PLANNING SERVICES	25 November 1999	459A-464
(vi)	FINANCE & GENERAL PURPOSES	30 November 1999	465-480

Minute 468 - Blatches Farm

It was agreed that this item be considered in tandem with Minute 470(1x).

 1361

Minute 470(iii) – Dealing with Corporate Resources Sub-Committee Minute 282-Grants to Outside Bodies.

Pursuant to Standing order 18(6), a requisition had been received in the names of Councillors Mrs J Helson, V H Leach and Mrs J M Giles requiring that Minute 470(iii) be referred to Full Council for decision

During debate, some Members restated their concern that the Citizens Advice Bureau and Old Age Persons Centres may not necessarily receive financial assistance using the proposed criteria. Other Members felt that it would be inequitable to single out specific groups as all those fitting the proposed criteria provided valuable services to the Community.

The following motion, moved by Councillor Mrs J Helson and seconded by Councillor V H Leach was lost on a show of hands:-

‘That the criteria for assessing grant applications should be prioritised as follows:-

- (i) Citizens Advice Bureau
- (ii) The five Old Age Person Centres within the District
- (iii) The remaining groups identified under recommendation 1 of Minute 282 ’

Resolved

(1) That the criteria for assessing grant applications should be as follows:-

Service Delivery Priority

1. Provide a cost effective community-focused service that complements the Local Authority’s statutory priorities.
2. Provide a cost-effective, community-focused service that complements the Local Authority’s discretionary priorities.
3. Provide a local service either solely or mainly for the following priority groups:

Elderly
Handicapped
Children
Other groups identified through the Council’s policies

Funding Priority

1. Applications must be made each year. Any organisation not submitting an application will not receive funding.
2. Totally dependent on Rochford District Council’s funding.
3. Rochford District Council’s funding represents greater than 50% of total funding.
4. Rochford District Council’s grant is a valued contribution towards funding, and represents 10% or more of the organisation’s total funding.
5. Rochford District Council’s grant is notional funding towards the service

- and represents less than 10% of the organisation's total funding.
- 6 The remainder of the Grants budget not awarded by the end of the financial year to be carried forward to the following financial year.

Any applications received during the year will be judged solely against the above criteria.

(2) That the availability of grants be advertised in the December issue of Rochford District Matters.

(3) That determination of any organisations that will be requested to give a presentation concerning their application be deferred pending the receipt of all applications. (HFS)

Minute 470(ix) – Minutes of Member Budget Monitoring Working Group

Council considered the Minutes of the meeting of the Member Budget Monitoring Working Group held on 18 November 1999 (adjourned), 25 November (reconvened and adjourned) and 2 December (reconvened and adjourned), together with the recommendations therein. The Minutes of 2 December were considered in tandem with an addendum report of the Chief Executive and the report of the Head of Administrative and Member Services on the outcome of the meeting of the Blatches Farm Working Party held on 6 December 1999.

Recommendations from 18 November

Minute 61 – Installation of Fire Alarm at Freight House, Rochford


Resolved

That the budgeted funds allocated for the installation of a fire alarm at the Freight House, Rochford, be released to enable the scheme to proceed. (HLCS)

Minute 62 – Re-roofing of Fairview and King George's Pavilion

Resolved

- (1) That the budgeted funds for the replacement of the roof of Fairview Pavilion, Rayleigh be released to allow this scheme to proceed.
- (2) That the budgeted funds for the replacement of the roof of King George's Pavilion, Rayleigh, be released to allow this scheme to proceed. (HLCS)

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Minute 63 – Re-roofing of flat roof, Civic Suite, Rayleigh

Resolved

That the budgeted funds allocated for replacing the flat roof at the Civic Suite, Rayleigh be released to allow the scheme to proceed. (HLCS)

Recommendations from 2 December

Minute 67 – Leisure Assets – Identification of Options

In discussing the recommendations relating to Mill Hall, a number of Members wished to re-iterate concerns about earlier Council decisions on the Leisure Contract and the Mill Hall site. A Member emphasised that any surplus monies emanating from current proposals should be applied for capital, not revenue purposes.

Responding to questions relating to the background to Working Group proposals, the Chief Executive advised that:-

- Work had now commenced on alterations already agreed for the Mill Hall Building
- Consultants engaged to advise on leisure strategy would be via open advertisement and, therefore, would have no linkage with the Council's Leisure contractor.
- Decisions relating to the Windmill and the setting aside of monies for other capital projects would not involve the Leisure contractor.
- A decision at this stage to set aside £200,000 for improvements to the Mill Hall building could always be further reviewed by the Council in line with the prevailing budgetary situation and recommendations which may emanate from external consultants.

The Working Group's Mill Hall proposals were moved by Councillor D E Barnes and seconded by Councillor Mrs J Helson

During discussion of the Working Group proposal to refer the recommendations on non-leisure sites to the Corporate Resources Sub-Committee, the Chairman confirmed that any future decision on these sites would be made by Full Council. It was noted that one of the sites was the subject of negotiation with a Parish Council to work in partnership for play space provision.

In discussing Working Group proposals for the Blatches Farm site, Members recognised the value of ensuring sufficient time and attention is given to the project. Council concurred with the view of the Chairman that, as background work is progressed, information should be fed into the Committee process.

Responding to questions, the Chief Executive advised that:-

- Discussions with potential partners and other interested bodies would be commenced immediately, so that outcomes could be allied to the Council's

budgetary processes

- Those involved in discussions would include Essex County Council, Southend-on-Sea Borough Council, the possible grant funding agencies (including those in Europe) and the Friends of Blatches Farm Group.

The Blatches Farm site proposals were moved by Councillor D E Barnes and seconded by Councillor Mrs J Helson.

Resolved

(1) That, in respect of the Mill Hall Complex:-

- (i) the proposals for redevelopment of the site to incorporate the following features at a cost of £200,000 (provision for which is already included within the capital programme) be approved:-
 - An additional 37 parking spaces on the site of the former Rayleigh Sports and Social Club.
 - Improved pedestrian access.
 - Enhanced vista for the Windmill.
 - Three separate parking areas.
 - Improved access for the disabled to Mill Hall.
 - Traffic calming measures.
 - Raised paving and removal of steps.
 - A feature being made of the millstones.
 - Relocation of the beacon.
 - The possibility of gated access to give added security to the site.
 - (ii) Consultants be engaged to advise upon the Council's Leisure strategy, to be funded by savings accruing from the Leisure contract.
 - (iii) £200,000 be set aside for improvements to the Mill Hall building to be funded from monies set aside for the former Sports and Social Club building.
 - (iv) An additional £25,000 from monies set aside for the former Sports and Social Club building be included within the repairs and maintenance budget for the refurbishment, internal and externally, of the Windmill.
 - (v) Remaining monies be set aside for other Capital projects. (CD(F&E))
- (2) That, in respect of the proposed disposal of the non-leisure sites detailed under Minute 67, the Working Group's recommendations be considered by the Corporate Resources Sub-Committee taking any views expressed by Local Ward Members into account. (CD(LPA))
- (3) That, with regard to Blatches Farm, the Chief Executive be authorised to hold discussions with potential partners on the basis of the Council's Business Plan to provide a country park, in order to identify the minimum contribution that would be required from the Council to enable the scheme to proceed. (CE)

485. **NOTICES OF MOTION**

- (i) **From Councillors Mrs M J Webster, Mrs M S Vince, D E Barnes and R E Vingoe.**

The Proper Officer reported on a Notice of Motion relating to hunting which had been received from the above named Councillors.

Pursuant to Standing Order 9(11), it was agreed that the motion be determined at the meeting.

On a requisition pursuant to Standing Order 24(2), a recorded vote was taken on the motion as follows:-

For: (30) Councillors R Adams, D E Barnes, P A Beckers, T G Cutmore, J M Dickson, D F Flack, D M Ford, Mrs J E Ford, G Fox, K A Gibbs, Mrs J M Giles, J E Grey, Mrs E M Hart, D R Helson, Mrs J Helson, A Hosking, Mrs A R Hutchings, V D Hutchings, V H Leach, Mrs S J Lemon, G A Mockford, R A Pearson, P D Stebbing, 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.

Against (0)

Abstentions (2) Councillors B R Ayling and Mrs H L A Glynn

The motion having been carried, it was:-

Resolved

That this Council considers hunting to be detrimental to the amenity of its Open Spaces for public use and as a matter of policy will not permit such activity.

- (ii) **From Councillor D F Flack.**

The Proper Officer reported that the following Notice of Motion had been received from Councillor D F Flack:-

"Rochford District Council requires its Officers to take all speedy and urgent action to remedy the tipping of building materials and spoil at Willow Pond Farm, Lower Road, Hockley. Given the County Council's failure so far to act with any urgency in this matter, Officers are authorised and required to take legal action to ensure that the County Council no longer evades its responsibility to act urgently in this matter".

Resolved

That the motion stand referred to the Planning Services Committee. (HAMS)

(lii) From Councillors D M Ford and Mrs M J Webster.

The Proper Officer reported that the following Notice of Motion had been received from the above named Councillors:-

"Although the report of the Waste Management Licence is complete, this Council should carry on with the Stambridge Sewage Treatment Works Working Party until deemed no longer necessary".

Resolved

That the motion stands referred to the Transportation and Environmental Services Committee. (HAMS)

486 UPDATE ON TIME CAPSULE DISCUSSIONS.

Council considered the report of the Head of Corporate Policy and Initiatives on the work of the Millennium Time Capsule Discussion Group.

Debating the proposed capsule content, Members agreed that it would be appropriate to include a photograph of the oldest Citizen within the District and that Officers could include other items on the advice of the Chairman. It was also agreed that the capsule should be buried for a period of 50 years.

Resolved

That, subject to the inclusion of a photograph of the oldest Citizen within the District, arrangements for the burial of the Rochford District Time Capsule be agreed as outlined in the report, the capsule to be buried for a period of 50 years.(2174)(HCPI)

487 NOMINATIONS TO THE GOVERNING BODY OF SEEVIC COLLEGE.

Council considered the report of the Chief Executive seeking a nominee to serve on the governing body of SEEVIC College.

Resolved

That Councillor Mrs M J Webster be this Council's nominee to the Governing Body of SEEVIC College (CE).

488 STAMBRIDGE SEWAGE TREATMENT WORKS – TREATMENT OF SEWAGE SLUDGE USING ALKALINE ADMIXTURES (N-VIRO PROCESS)

NOTE: the Chairman admitted this item of business as urgent in view of the need to respond immediately to an unlicensed activity.

Council considered the report of the Head of Housing Health and Community Care on

recent confirmation that, from 1 December 1999 to 31 December 1999, Anglian Water Plc have been permitted to pump sludge from Southend to the Stambridge Sewage Treatment Works. An Environment Agency Waste Management Licence had yet to be issued for this site.

Members were extremely concerned that the Environment Agency had taken this course of action, which meant that the N-Viro process was being operated without the benefit of licensing controls.

Resolved

- (1) That an urgent communication be made to the Environment Agency requesting that they withdraw their permission for Anglian Water to treat sewage sludge until a waste management licence has been granted.
- (2) That Council correspond with Michael Meacher MP, Minister for the Environment, outlining this Council's concerns that Anglian Water Plc have been permitted to treat sewage from both Southend and Rochford at Stambridge Sewage Treatment Works using the N-VIRO process prior to the issue of a waste management licence. (2174) (HHHCC).

489 WASTE LOCAL PLAN INQUIRY

NOTE: The Chairman admitted this item of business as urgent in view of the need for immediate action.

Council noted that during the presentation of the Rochford case of the Waste Local Plan Inquiry currently being held in Chelmsford, Essex County Council had presented unexpected and conflicting proposals for modifications to both the Waste Local Plan and the Structure Plan in an attempt to resolve difficulties associated with the allocation of sites in the green belt for the provision of major waste management facilities.

Council concurred with the view of the Chairman that it would be appropriate to convene an early meeting of the Transportation and Environmental Services Committee to address this matter. All Members of the Council could be invited to attend (and be supplied with associated paperwork).

Resolved

That a meeting of the Transportation and Environmental Services Committee be convened as soon as practicable to address this matter (HCPI/HAMS)

The meeting closed at 10.48 p.m.

Chairman *[Signature]*

Date *18 Jan 2000*

ROCHFORD DISTRICT COUNCIL**Minutes of the Member Budget Monitoring Group**

At a Reconvened Meeting held on 9 December 1999. Present:
Councillors D E Barnes (Chairman), C R Morgan, R E Vingoe and
P F A Webster

Apologies. Councillor V H Leach.

Substitutes. Councillor Mrs J Helson

Visiting Councillor V D Hutchings.

68. MATTERS ARISING FROM ADJOURNED MEETING**Leisure Contract**

The Chief Executive advised Members that it was the intention for a working plan to be drawn up in respect of the Leisure Contract. The matter would then be subject of an open advertisement similar to that used in relation to the Information Technology Contract. The CCT Panel would then need to convene to consider the matter in the New Year.

Mill Hall Complex

The Working Group was advised that further to the Council's decision on this matter, a planning application would be submitted proposing the change of use of the Sports and Social Club site to car parking area at the earliest opportunity. In addition, an application for Conservation Area Consent to demolish the building would also be submitted.

Further to Members' questions relating to the planning application, the Chief Executive advised that the detail relating to the demolition had yet to be worked through, however, it was likely that such concerns as the lorry movements could be addressed as part of any contract.

Blatches Farm

Further to the debate on this matter at Full Council the Working Group noted that the matter would need to be progressed through the budget process and then be reported back to Committee for decision.

69. BUDGET STRATEGY

With the aid of viewfoils the Head of Financial Services presented to Members information projecting the financial situation of the Authority from 1999/2000 through to 2000/2003 and those known factors which could have both a positive or negative impact on the Authority's budget.

It was noted that the target savings estimated for the year 1999/2000 might not be achieved and therefore that the projected deficit might require an additional draw down from budget strategy reserves. The proposed target saving included both income and expenditure for the financial year up to March 2000, and at this stage there was still a degree of uncertainty as to the final budgetary out turn. Mindful of this situation Members discussed the possibilities of achieving additional savings in order to reduce the deficit if required; these might include the following matters:-

- a review of income sources
- investigation of budgets line by line to achieve savings
- time expired posts and replacement/recruitment of staff
- a review of planned income versus actual committed costs.

The Working Group considered that, given the Authority's financial position, for the present time, no job vacancies should be filled without prior consent from the Chief Executive. It was considered appropriate for further information to be brought back relating to Time Expired Posts and possibilities relating thereto. It was further considered appropriate for those items not currently included within the budget, as detailed in the papers tabled by the Head of Financial Services, to be investigated further to see what further possible savings might be made.

70. FURTHER MATTERS FOR CONSIDERATION

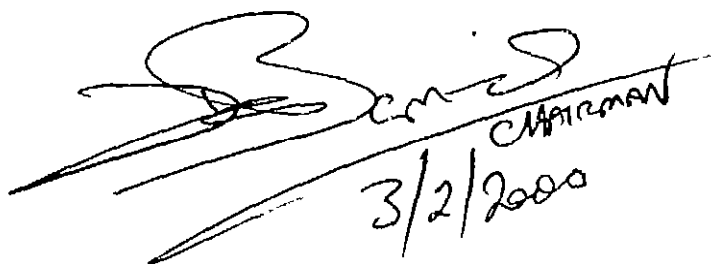
Freight House

Members were advised of the possible interest by a major brewery in the Freight House, Rochford. The Working Group considered that the Chief Executive should be authorised to speak to the Company to clarify their interest in the site.

Land at Purdeys Industrial Estate, Rochford

Members were advised by the Corporate Director (Law, Planning & Administration) of an offer in respect of land held by this Authority under covenant at the above site. In noting the offer made in relation to the land, Members considered that Officers should attempt to negotiate further with Rochehall, the owners of the Purdeys Industrial Estate site, in an attempt to secure release from the covenant restricting the land use to that of waste management site only.

The Meeting closed at 9.15pm



Chairman
3/2/2000

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Policy Sub-Committee

At a Meeting held on 9 December 1999. Present: Councillors D A Weir (Chairman), J M Dickson, Mrs J M Giles, V D Hutchings, Mrs S J Lemon, R A Pearson, Mrs M J Webster and Mrs M A Weir.

Apologies: Councillors C C Langlands and D M Ford.

Substitute: Councillor Mrs M S Vince.

75 MINUTES

The Minutes of the Meeting held on 26 October 1999 were approved as a correct record and signed by the Chairman

76. ROCHFORD DISTRICT REPLACEMENT LOCAL PLAN – HOUSING ISSUES

The Sub-Committee considered the report of the Head of Corporate Policy and Initiatives which summarised the key issues to be addressed during the preparation of the next Local Plan in relation to housing. Members' views were sought concerning the implications of recent Government guidance relating to the provision of housing in the South-East, which would be taken in to account by Officers when preparing the relevant sections of the Plan.

The Sub-Committee was informed that the Local Plan addressed two main policy areas in respect of housing: the allocation of land for new residential development; and guidance regarding the layout, form and character of areas of new housing.

Concerning the former, Members were reminded that the recently published Panel report regarding the draft regional strategy prepared by SERPLAN had proposed a significant increase in housing provision for the South East region. For Essex, the draft SERPLAN strategy proposed the provision of an additional 33,300 units between 2011-2016, the five year period beyond the current end date for the draft Structure Plan. However, on the basis of the Panel's recommendations, that figure would rise to 71,400 additional dwellings. If the Government was to accept the Panel's recommendations, then clearly the dwelling allocation for Rochford would be increased.

The Sub-Committee was informed that Council had, at its Meeting on 7 December 1999, considered its response to the Panel ("Crowe") Report and had expressed serious doubts about the conclusions reached. The report seemed largely to ignore the SERPLAN strategy, which attempted to identify balanced and sustainable development proposals for employment and housing, in favour of a more "laissez faire" approach to planning. Although the Government's view on this Report was not yet available, it was thought likely that the eventual future level of housing provision would be between the SERPLAN figure and that contained within the Report. Beyond 2011, the

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Structure Plan advised that Local Authorities should, when reviewing their Local Plans, safeguard land for additional housing and employment

Given the clear need to plan for further residential development within the District irrespective of acceptance of the Crowe Report's recommendations, the Sub-Committee considered possible options for achieving Government targets. It had been suggested that up to 60% of the new housing required could be met by conversion of existing urban sites/use of previously developed land, but there was little scope for this option to be pursued in Rochford. It was, furthermore, recognised that, if "affordable" housing was to be provided, higher densities, of approximately 17 dwellings to the acre or more, would be required, and the Head of Service suggested that urban capacity studies could be used to produce an accurate guide to the possibility of more intensive development. Members suggested some possible options for further consideration

During further discussion, the following issues were identified as having a major effect on the District Council's housing strategy

- The inability of the Authority to require developers to build houses even when sites had been allocated for residential purposes. A site in Hockley Road was cited as an example. There were a number of sizeable potential development locations within the District which had not yet been allocated for housing purposes.
- The need for affordable housing. The Head of Service informed Members that current Government policy was to encourage a greater social mix in areas of new development, to meet the needs of the whole community. Accordingly, the draft Planning Policy Guidance Note 3 promoted a mix of house type, and it would be for the Authority to develop Local Plan policies which addressed this requirement and, through design briefs for particular sites, illustrate to developers the range of dwelling types that the Council would wish to see. The link between housing and employment provision, to provide local sources of employment, was also recognised as important. "Affordable" housing was identified by the Council's Housing Needs Survey, which had recommended that 100 affordable homes, plus 400 low-cost market units (flats and terraced units) should be provided in the period to 2004. The primary method for achieving the provision of social housing had hitherto been to persuade developers to allow such units to be built on part of a larger development site
- The changes to household composition, in particular the need to provide single person households. Sixty percent of the projected increase in housing need was estimated to be caused by this trend
- The necessity for new residential developments to include an appropriate range of infrastructure. The Structure Plan did not include this element, but it could be possible to negotiate with developers a contribution towards the provision of schooling and other facilities. It was recognised that, as identified by the Essex Education Authority some types of housing developments would not result in an increased demand for school places.

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Members also received details of forecasts of locally generated housing demand which provided an indication of the level of future housing required within the District. It was noted that the forecast of 3000 dwellings to satisfy locally generated demand in Rochford for the period 1996-2011 was roughly in balance with the housing allocation of 2800 units. However, for the period 2001-2011 there would be a need for 1200 additional dwellings to satisfy locally generated demand, based on the projections produced by the County Council and included in the draft Structure Plan. Given that the bulk of the large housing allocations in the District would be complete in the next year or so, it was clear that the global figure masked a much greater deficit, since most units would be occupied and would not therefore make a contribution to locally generated demand as it arises. Beyond 2011, it had been calculated that a further 600-1000 dwellings would be required up to 2016, before taking any account of the outcome of the Government's deliberations on the Regional Planning Guidance. This Council's Housing Needs Survey had produced similar overall figures to the County Council's projections.

Members were informed that locally generated demand was calculated using a computer generated model, incorporating data relating to the existing population, birth and mortality rates. As far as the Structure Plan was concerned, however, forecasts of housing need were not based on locally obtained information, comprising instead a "top down" calculation, giving individual allocations for each District.

Concerning guidance relating to the layout of new residential developments, the Sub-Committee was informed that the main policies against which applications for planning consent were judged were contained within appendices to the Local Plan. These policies reflected primarily Planning Policy Guidance issued by Central Government; adopted policies; those locally developed by this Council as Planning Authority, and both the first and new Essex Design Guide for residential and other areas. As appendices to the Local Plan, these policies comprised part of the Supplementary Planning Guidance considered by the Planning Authority when determining planning applications. It was suggested that, ideally, this wide variety of policies should be rationalised to form a single document.

As far as Government policy regarding residential layout was concerned, the Sub-Committee was advised that an increase in housing density was being advocated, with a maximum of 2 car parking spaces per dwelling. This Authority's current standard was for 3 spaces. It was recognised that there was a need in the Council's Local Plan to be pragmatic, since its provisions would be examined at public enquiry.

Regarding local policy, the Sub-Committee reiterated its support for a one metre separation of dwellings, which could most appropriately be used in cases of infill.

Members concluded this discussion by reinforcing their commitment not to introduce provisions in to the Local Plan that would lower standards of design.

and layout. There was a need to plan for possible changes to the transport system and the need for fewer car parking spaces.

The Head of Service then reported that he had, since preparation of the report, received a request from Horsham District Council that this Council participates in a delegation putting the concerns of Local Authorities regarding the draft regional planning guidance to the Secretary of State in person. On a motion by Councillor Mrs M J Webster and seconded by Councillor V Hutchings, the Sub-Committee agreed that support should be given to this initiative, to emphasise the extent of regional concern, and that the National Council of Housing and Planning should be contacted in the same vein.

RECOMMENDED

1. That the Sub-Committee's views, as outlined above, be taken into account when preparing the relevant sections of the Rochford District Replacement Local Plan
2. That the Housing Layout Policies should remain as appendices to the Local Plan.
3. That this Council supports the initiative of Horsham District Council in presenting the concerns of local authorities to the Secretary of State regarding the draft regional planning guidance, and that these views also be conveyed to the National Council of Housing and Planning. (HCPI)

77. MEETING OF THE SUB-COMMITTEE IN MARCH 2000

The Sub-Committee agreed that the Meeting originally scheduled for Friday 3 March should be put back to Thursday 2 March 2000.

The Meeting closed at 10.00pm

Chairman *R. A. Weir*
Date *13 - 4 - 2000*

ROCHFORD DISTRICT COUNCIL

Minutes of the Community Services Urgency Sub-Committee

At a meeting held on 16 December 1999. Present: Councillors Mrs W M Stevenson (Chairman), Mrs S J Lemon and Mrs M S Vince

Visiting: Mrs M J Webster

6 MINUTES

The Minutes of the Meeting held on 5 October 1999 were approved as a correct record and signed by the Chairman.

7. HOUSING CORPORATION APPROVED DEVELOPMENT BIDS

The Sub-Committee considered the Report of the Head of Housing, Health & Community Care which sought approval to support bids submitted by Housing Associations to the Housing Corporation.

In response to a Member question, it was clarified that apart from Dobson Close, Rayleigh, the location of the other bids submitted was not fixed and would depend on finding suitable properties in appropriate locations.


It was felt that, should funding be awarded, consultation with the Housing Associations on the exact location of properties and dialogue with the relevant Ward Members(s) was essential in all cases prior to properties being purchased

It was recommended that the bids detailed in the report be supported. In respect of the submission by Cygnet Housing Association for accommodation for younger mothers and their children, it was agreed that a bid should be supported this year for four bedspaces, rather than eight as set out in the proposal

Resolved

That the bids made to the Housing Corporation as set out in the report, including proposal number 5, be supported, and that proposal number 4 be supported for four bedspaces (HHHCC)

The meeting closed at 6 pm.

Chairman 
Date ... 3/2/2000 ..

ROCHFORD DISTRICT COUNCIL

Minutes of the Housing Management Sub-Committee

At a Meeting held on 16 December 1999 Present Councillors

Mrs M S Vince (Chairman), R S Allen, P A Beckers, T G Cutmore, D M Ford, Mrs J Hall, N Harris, Mrs S J Lemon, R A Pearson, Mrs W M Stevenson, and Mrs M A Weir.

Mr S Adger (Advisor representing Rayleigh and Rawreth Tenants Association)

Apologies Councillor C C Langlands

Visiting: Councillor Mrs J E Ford

89. MINUTES

The Minutes of the Meeting held on 3 November 1999 were approved as a correct record and signed by the Chairman

90. MEMBERS' INTERESTS

Councillor R S Allen declared a non-pecuniary interest in the Agenda Item concerning Housing Revenue Account Finance 2000/01 (Minute Number 91) because of his Mother's occupation of Council-owned accommodation in the Rochford District.

91. HOUSING REVENUE ACCOUNT FINANCE 2000/01

The Sub-Committee considered the report of the Head of Financial Services concerning the Housing Revenue Account; rents and charges, and the Capital Programme.

Regarding the Housing Revenue Account (HRA), Members received and noted the draft estimates for 1999/2000 and 2000/01. Based on current information, the estimated closing balance in 2000/01 would be £312,081 which represented the minimum level acceptable; in subsequent years therefore the account would need to balance without any further drawdown. The major items that would be affected in future years would be housing repairs and contributions towards the capital programme.

The Sub-Committee considered a detailed breakdown of items of expenditure and income within the HRA, and, in response to questions, Officers advised as follows

- There were two additional Budgeted items to be included in the Account from 2000/01 review of the tenancy agreement, and resource accounting. The former was to meet the cost of the statutory consultation exercise, whilst the latter was a government requirement to value the Authority's housing stock.
- The costs associated with the supervision and management of special wardened services would be recharged to tenants occupying sheltered housing
- In the repairs and maintenance budget provision, plant replacement related principally to boilers in sheltered housing schemes.
- A rolling programme over a number of years to seal asbestos where it had been used in garage roofs had been agreed previously by Members, although it was recognised that cases of "disturbed" asbestos would need to be addressed as an urgent priority
- Giro charges had increased significantly between 1998/99 and 1999/2000 to cover the introduction of swipe cards. This was likely to be a "one off" item of expenditure.

Members also considered the level of rents and charges to be levied in respect of the following:

- Housing rents. The Government rent guidelines had been announced as an increase of 3.4% and the Sub-Committee agreed to recommend adoption of this level for the District.
- Garages. The current rent was £5.50 per week and Members were informed that the void rate was currently low. The Sub-Committee considered the possibility of increasing the charges, and adopting different levels of charge for tenants/non-tenants. A Motion by Councillor R A Pearson and seconded by Councillor R S Allen to increase rents by 20pence per week was, following a vote, declared defeated and the Sub-Committee agreed instead to an increase of ten pence. It was recognised that different levels of charge could give rise to a number of practical and administrative difficulties.
- Service Charges for Sheltered Housing

It was agreed to recommend that there be no increase for the next financial year as current charges were estimated to cover the costs.

- Finchfield Trust and Dutch Cottage

It was agreed to recommend that the rent increase of 3.4% applicable to general housing be applied to both Finchfield Trust and Dutch Cottage. The Finchfield Trustees were aware of the likelihood of an increase when they last met and agreed that this should be in line with any Council increase.

The Head of Financial Services reported that the Government had announced that the Authority's credit approval for 2000/01 would be £858,000 and suggested priorities for the Capital Programme would be reported to the Sub-Committee's next Meeting

The Head of Revenue and Housing Management informed Members that the contents of this report had been discussed with, and supported by, tenant representatives at a recent meeting

RECOMMENDED

- (1) That rents be increased by an average of 3.4% per week for 2000/01.
- (2) That garage rents be increased by 10p per week
- (3) That there be no change in the service charges for sheltered accommodation
- (4) That the recommended rents in respect of Finchfield and Dutch Cottage be in line with the housing general properties as an increase of 3.4%. (HFS)

The Meeting opened at 6.00pm and closed at 6.45pm.

Chairman *D. Vince*
Date *16/02/2000*

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Services Committee

At a Meeting held on 16 December 1999. Present: Councillors Mrs H L A Glynn (Vice-Chairman in the Chair), R Adams, R S Allen, G C Angus, D E Barnes, P A Beckers, C I Black, T G Cutmore, J M Dickson, D F Flack, D M Ford, Mrs J E Ford, G Fox, Mrs J M Giles, J E Grey, Mrs E M Hart, D R Helson, Mrs J Helson, A Hosking, Mrs A R Hutchings, V D Hutchings, C C Langlands, V H Leach, Mrs S J Lemon, G A Mockford, C R Morgan, R A Pearson, Mrs W M Stevenson, Mrs M S Vince, Mrs M J Webster, P F A Webster, D A Weir and Mrs M Weir.

Apologies: Councillors B R Ayling, Mrs J Hall, N Harris, T Livings, P D Stebbing and R E Vingoe

Members extended their best wishes to Councillor T Livings for a speedy recovery from current illness.

490 MINUTES

The Minutes of the meeting held on 25 November 1999 were approved as a correct record and signed by the Chairman, subject to the first three minutes being renumbered 459A, 459B and 459C.

491 MEMBERS' INTERESTS

Councillor Mrs H L A Glynn declared a non-pecuniary interest in Schedule Item Para 4 by virtue of living in the vicinity of the site

Councillors D M Ford, Mrs J E Ford, V H Leach, Mrs M S Vince, D A Weir and Mrs M A Weir each declared interests in those items relating to their Parishes by virtue of their role as Parish Councillors.

Councillor P A Beckers declared a non pecuniary interest in the item on Matters of Disable Access and Legislation by virtue of his involvement with the Rochford Access Committee

Councillor C R Morgan declared an interest in Schedule Item Para 3 by virtue of his role on the Youth Service Local Strategy Group.

492 MATTERS OF DISABLED ACCESS AND LEGISLATION

The Committee considered the report of the Corporate Director (Law, Planning and Administration) on matters of disabled access and legislation as they involve the Council.

During debate the Head of Legal Services confirmed that the legislation applied to all organisations providing a service to the public and that the ultimate sanction for non-compliance would be Court action.

Responding to the comments of a Member about the need to review Civic Suite access arrangements, the Chairman confirmed that, following an access audit of all Council owned buildings, further reports would be brought to the appropriate Committee.

Resolved

That the report be noted and that a further situation update report be submitted in twelve months time. (HPS)

493 CONSULTATION FROM SOUTHEND-ON-SEA BOROUGH COUNCIL – 74 TO 76 GLENWOOD AVENUE, SOUTHEND-ON-SEA

The Committee considered the report of the Head of Planning Services concerning a consultation from Southend-on-Sea Borough Council.

Resolved

That Southend-on-Sea Borough Council be advised that no objection is raised by this Council to its proposals in respect of 74-76 Glenwood Avenue, Southend subject to the imposition of the following condition:-

1. The dwellings hereby permitted shall be single storey only, and at no time shall there be windows or dormer windows in the roofs thereto. (HPS)

494. BREACHES OF PLANNING CONTROL AT FAIRWAYS GARDEN CENTRE, HULLBRIDGE ROAD, RAYLEIGH

The Committee considered the report of the Head of Planning Services on several breaches of planning control which had occurred at Fairways Garden Centre, Hullbridge Road, Rayleigh.

Resolved

(1) That the Head of Legal Services be authorised to take all necessary action, including the issue and service of Notices and action in the Courts, to secure the remedying of the breaches of planning control reported at A and C in the report, subject to the Enforcement Notices referred to in C not being issued until after 31 December 1999

(2) that no action be taken at this stage in respect of the uses reported at B and D in the report, but the situation be monitored and a further report be made to Members if the nature and scale of the use changes. (HLS) (HPS)

495. **SCHEDULE OF DEVELOPMENT APPLICATIONS AND
RECOMMENDATIONS**

The Head of Planning Services submitted a Schedule of Applications for consideration and a List of Planning Applications and Building Regulation Applications decided under Delegation since 25th November 1999.

Para. D1 – 99/00209/FUL – Land Rear of 2 Thorpe Road, Hockley

Proposal – Erect Detached 4 Bed Chalet Bungalow with Integral Garage and separate Detached Single Garage.

Resolved

That the application be approved subject to the conditions set out in the Schedule and.-

1. The addition of the following as Condition No.11:-

“Notwithstanding the provisions of Article 3, Schedule 2, Part 2, Class A of the Town & Country Planning (General Permitted Development) Order 1995 (including any Order revoking or re-enacting that Order, with or without modification) no gates, fences, walls or other means of enclosure or barriers shall be erected at any point along the private driveway indicated on the submitted drawing No.0101 Rev B, date stamped 28 September 1999, to serve the two garages hereby permitted.”

2. The addition of informatives to the following effect:-

1. “The applicant should make every effort to retain and protect the existing trees on the site during and after construction.”
2. “The applicant should consider lighting the private drive.”
- 3 “The applicant should encourage access from the site in forward gear.” (HPS)

Para. D.2 – 99/00564/COU – Fairways Garden Centre, Hullbridge Road, Rayleigh

Proposal – Change of use of a unit to ornamental stone mason/engraver.

Resolved

That the application be approved subject to the conditions set out in the Schedule. (HPS)

NOTE: Pursuant to Standing Order 24(4) Councillors D F Flack and G Fox wished it to be recorded that they had voted against the above resolution.

Para. 3 – 99/00637/DP3. - 57 South Street, Rochford

Proposal – Change of use from offices to a Youth Training and Education Centre.

NOTE:

1. Councillor D F Flack declared an interest in this item by virtue of his work with excluded children.
2. Councillor G Fox declared a non-pecuniary interest in this item by virtue of his role as County Council representative for the area involved.
2. Councillor Mrs E M Hart declared a non-pecuniary interest in this item by virtue of her role as County Council spokesperson on Education.

Resolved

That this application for deemed consent be approved subject to the conditions set out in the Schedule. (HPS)

Para. 4 – 99/00624/OUT – Land Adjacent Meadway, Wendon Close, Rochford

Proposal – Outline Application for the Erection of Two (No) Dwellings.

Resolved

That the application be approved subject to the conditions set out in the Schedule. (HPS)

Para. 5 – 99/00511/FUL – Adjacent The Nook, Wendon Close, Rochford

Proposal – Detached Bungalow with Attached Garage.

Resolved

That the application be refused for the reasons set out in the Schedule (HPS)

Para. 6 – 99/00685/FUL – Dome Country Club, Dome Caravan Park, Lower Road, Hockley

Proposal – Remove Existing External Staircase and Erect Two Storey Side Extension (revised submission following application 99/00213/FUL).

Resolved

That the application be approved subject to the conditions set out in the Schedule. (HPS)

Para. 7 – 99/00625/COU – 20 Salem Walk, Rayleigh, Essex

Proposal – Use of Amenity Open Space as an Extension to the Residential Curtilage.

Resolved

That consideration of this application be deferred for a Members' site visit. (HPS/HAMS)

Para. 8 – 99/00647/FUL – Guide Woods, Bullwood Approach, Hockley

Proposal – Girl Guide Holiday Accommodation Unit with Integral Kitchen, Hall and Store, Associated Access and Car Parking.

Resolved

That this application be deferred to enable discussion with the applicants to substantially reduce the scale of the new building. (HPS)

Para. 9 – 99/00558/OUT – Land Rear (currently part) of 26 High Road, Hockley

Proposal – Outline Application to erect one 3-Bed Detached Bungalow, Detached Garage and Layout Access Drive.

Resolved

That this application be refused for the reasons set out in the Schedule.
(HPS)

Para. 10 – 99/00689/FUL – Site of Oaklands, Folly Chase, Hockley

Proposal – Erect 5-Bed Detached House with Integral Double Garage.

Resolved

That the application be approved subject to the Heads of Conditions set out in the Schedule. (HPS)

496. NOTICE OF MOTION

The following Notice of Motion, standing in the name of Councillor D F Flack, had been referred by Council on 7th December 1999 to this Committee for consideration:-

"Rochford District Council requires its Officers to take all speedy and urgent action to remedy the tipping of building materials and spoil at Willow Pond Farm, Lower Road, Hockley. Given the County Council's failure so far to act with any urgency in this matter, Officers are authorised and required to take legal action to ensure that the County Council no longer evades its responsibility to act urgently in this matter."

In addressing the Motion, Councillor Flack wished to emphasise his concern about the amount of hardcore at the site and comment on the County Council's approach to tipping within the Rochford District, which appeared contrary to the approach taken in other parts of the County where tipping was treated with more concern. Experience to date reflected the need to introduce a mechanism for fast and firm action and the value of establishing an inter-authority Member protocol. The actual views of residents on likely disruption could also be sought.

During debate the Committee endorsed the comment of a Member that it was important to be able to address all tipping breaches whether the responsibility of individuals or large organisations.

Members agreed a Motion moved by Councillor D F Flack and seconded by Councillor Mrs H L A Glynn on setting up an inter-authority Member level meeting and a Motion moved by Councillor Mrs H L A Glynn and seconded by Councillor Mrs J M Gilles on District representation at that meeting. It was also agreed that, at this stage, it would be appropriate for the above Notice of Motion to be tabled at the Meeting.

Resolved

- (1) That Rochford District Council requests an urgent Member-level Meeting with Essex County Council to discuss the early enforcement of such tipping operations which have occurred and are happening in the District, with an early report back to the Planning Services Committee Councillor D F Flack's Notice of Motion to be tabled at the Meeting
- (2) That this Council's representatives at the meeting be the Chairman and Vice-Chairman of the Planning Services Committee and one nominee from each of the four political groups. (HPS/HAMS)

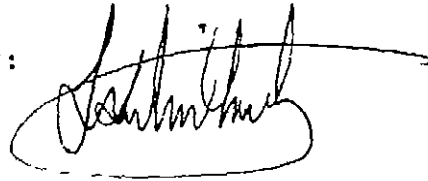
The Meeting closed at 9 50pm.

Chairman

Date 13/1/2008

**SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY
PLANNING SERVICES COMMITTEE 16th December 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 locals 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 application 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 16th December 1999

DEFERRED ITEMS

- | | | | |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------|
| D1 | 99/00209/FUL
Erect Detached 4-Bed Chalet Bungalow with Integral Garage
Erect Detached Double Garage
Land Rear Of 2 Thorpe Road Hockley | Kevin Steptoe | PAGE 3 |
| D2 | 99/00564/COU
Change of Use of a Unit to Ornamental Stone Mason
Fairways Garden Centre Hullbridge Road Rayleigh | Mark Mann | PAGE 9 |

SCHEDULE ITEMS

- | | | | |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------|
| 3 | 99/00637/DP3
Change of Use From Offices to a Youth Training and Education
Centre (Monday-Saturday Opening Until 10.00pm)
57 South Street Rochford | Mark Mann | PAGE 14 |
| 4 | 99/00624/OUT
Outline Application for the Erection of 2 (no) Dwellings
Land Adj Meadway Wendon Close Rochford | Peter Whitehead | PAGE 21 |
| 5 | 99/00511/FUL
Detached Bungalow with Attached Garage
Adjacent The Nook Wendon Close Rochford | Hannah Baker | PAGE 26 |
| 6 | 99/00685/FUL
Remove Existing External Staircase and Erect Two Storey Side
Extension (Revised Submission Following Application
99/00213/FUL)
Dome Country Club Dome Caravan Park Lower Road | Peter Whitehead | PAGE 30 |
| 7 | 99/00625/COU
Use of Amenity Open Space as an Extension to Residential
Curtilage
20 Salem Walk Rayleigh Essex | Peter Whitehead | PAGE 7 |
| 8 | 99/00647/FUL
Girl Guide Holiday Accommodation Unit with Integral Kitchen,
Hall and Store. Associated Access and Car Parking
Guide Woods Bullwood Approach Hockley | Anita Wood | PAGE 39 |
| 9 | 99/00558/OUT
Erect One 3 Bed Detached Bungalow and Garage, Layout
Access, Parking and Turning Area
Land Rear Of 26 High Road Hockley | Kevin Steptoe | PAGE 45 |
| 10 | 99/00689/FUL
Erect 5 Bedroom Detached House with Integral Double Garage
Site Of Oaklands Folly Chase Hockley | Kevm Steptoe | PAGE 51 |

Committee Report

Deferred Report

D1



Rochford District Council

To the meeting of: **PLANNING SERVICES COMMITTEE**

On **16th DECEMBER 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title: **ERECT DETACHED 4 BED CHALET BUNGALOW WITH
DETACHED GARAGE AND SEPARATE DETACHED SINGLE
GARAGE
LAND REAR OF 2 THORPE ROAD, HAWKWELL**

Author: **Kevin Steptoe**

Application No: **99/00209/FUL**

Applicant: **Mr B J FINCH**

Zoning: **RESIDENTIAL**

Parish: **HAWKWELL PARISH COUNCIL**

Deferred Report

- 1.1 This application was deferred at the last meeting for a Member site visit
- 1.2 Previously, the application was reported to the 30 September 1999 meeting of the Planning Services Committee. The item was deferred from consideration at that meeting due to the submission of revised plans immediately prior to that meeting. The revised plans were submitted in response to concerns in relation to the proposal and the recommendation, in the report to the 30 September meeting of the Committee, that the application be refused.
- 1.3 The following report is based on the assessment of the revised plans which are now considered to be satisfactory as set out below.

Planning Application Details

- 1.4 The chalet bungalow proposed is a form of backland development located to the rear of no 2 Thorpe Road and a property to the west known as Fir Tree Lodge. As well as some of the rear garden of no 2, the proposals would utilise land which has previously formed part of the plots of nos. 116, 118 and 120 Main Road. The bungalow would be 14m wide with a height to the eaves of 2.8m and to the highest part of the roof, 5.8m. The property has a footprint, measured externally and excluding the detached garage of 144sqm. A rear balcony at first floor level on the original proposal has now been deleted

- 1 5 To gain access to the new property a driveway between no 2 Thorpe Road and Fir Tree Cottage is proposed to be utilised. The driveway already exists, allowing access to the rear of no 2, however it will be widened slightly at its narrowest point by the demolition of an existing utility extension to no 2. As well as a garden and storage area, the site of the application currently provides parking facilities for no 2. The alternative arrangements proposed include the new separate detached single garage and the creation of two new car parking spaces to the frontage of no 2, to which access would be gained by a new vehicular crossover

Relevant Planning History

- 1 6 An application was submitted in 1998 for the development of two bungalows on the majority of the current application site (ref F/0718/98). The application was withdrawn prior to a decision being reached

Consultations and Representations

Consultations on the earlier proposals:

- 1.7 **Essex County Council (County Surveyor)** suggests the addition of conditions dealing with parking and access matters
- 1.8 **The Environment Agency and Anglian Water** have no objections.
- 1.9 **Hawkwell Parish Council** indicated that it has no objections to the initial submission, subject to none being received from the residents of Fir Tree Lodge (An objection has been made by the residents of Fir Tree Lodge). That scheme was amended and the Parish Council raised no objections to the amended plans.
- 1.10 **The Head of Housing, Health and Community Care** suggests the addition of standard informative SI16 to any permission
- 1 11 One neighbouring occupier has raised concerns which relate, in the main, to the following issues:
- the scale and size of the proposed dwelling is considered to be excessive,
 - the proposed access is unsatisfactory and would cause disturbance and create traffic hazards
 - the proposals have an unacceptable impact on privacy
 - the parking arrangements proposed for no 2 Thorpe Road are not satisfactory and are unlikely to be used potentially leading to parking hazards on Thorpe Road,
 - the proposals will potentially lead to the loss of trees on the site.

Consultation on the latest revision:

- 1 12 **The County Surveyor** suggests the addition of conditions dealing with visibility splays, construction of hardstandings and parking arrangements. Minimum distances in front of garages (7.3m for the separate single and 8m for the garage associated with the new dwelling) are also suggested to allow vehicles to enter and leave the site in forward gear.
- 1 13 **Hawkwell Parish Council** has no objections.
- 1 14 **The Head of Health, Housing and Community Care** suggests the addition of SI16 to any permission.

1.15 Five letters from neighbouring occupiers have been received and, in the main, they raise the following issues:

- the development will result in the loss of privacy
- the proposals are incompatible with the character of the area in terms of size and height. They are therefore dominant and represent over development,
- car parking problems may be exacerbated,
- development will result in increased noise and disturbance,
- the development represents a tandem layout, too close to the neighbouring properties to the north

1.16 One of the five respondents asks that the previous concerns, outlined above, remain under consideration.

Material Planning Considerations

1.17 As this is a form of backland development, the material considerations in this case are the impact that the proposals will have on the existing development in the area, by virtue of loss of privacy, overlooking and activity, and the compatibility of the proposals to the existing character of development in the area. In policy H20 of the Local Plan, the criteria by which backland development will be considered acceptable or not are set out

Impact on privacy and activity in the area.

1.18 The land is currently used as a garden, for vehicle parking and garaging and as an ad hoc storage area. There is an existing access between no 2 Thorpe Road and Fir Tree Lodge. Because of that, and the use of the site, there is already a degree of vehicular movements on the site and general activity. The applicant indicates that, until the 1980's, the site provided vehicular access to some of the properties on Main Road, to the west.

1.19 The requirements of policy H20 and Appendix 1 of the Local Plan have been taken into account, and it is considered that because of the current level of use and activity on the site the proposals do not have an unacceptable impact in relation to additional vehicular or general activity.

1.20 The revised plans show the creation of two parking spaces on the site, in addition to the provision of a garage for the new property and a further single garage. The spaces are to the rear (south) of the curtilage of Fir Tree Lodge. The location may lead to the appreciation, by the residents of Fir Tree Lodge, of additional vehicular activity on the site. However, as above, this is not considered to be sufficiently detrimental to prohibit approval on these grounds

1.21 The proposed property is bungalow style, with rooms in the roofspace with velux windows only. There are no windows at first floor level on the frontage which faces Fir Tree Lodge. There already exists close boarded fencing between the properties and considerable planting on the application site adjacent to this boundary. Although some of this will be lost, it is considered that the lack of windows at first floor and the ability to strengthen the existing landscaping ensure that there are no unacceptable overlooking or privacy implications in this direction.

1.22 Policy H20 of the Local Plan and the guidance in Appendix 1 set out the considerations in relation to proposals of this type, wherein it is considered that tandem relationships are normally unacceptable because of the harm caused by the loss of privacy by virtue of one property looking to the rear of another. That harm does not happen in this case. The new property does not overlook the rear of the existing by virtue of its single storey height and intervening enclosure which already exists or which could be implemented. It is considered that the identifiable harm of tandem relationship does not occur. The guidance in the Essex Design Guide has also been considered. This is related mainly to situations where there is a parallel relationship between the rear sides of properties. That does not occur in this instance.

- 1.23 To the rear there are only rooflight windows proposed. The location is sufficiently distant from other existing properties that again there should be no unacceptable overlooking problems.

Impact on character.

- 1.24 The area comprises established residential development, with more modern residential development on Thorpe Gardens to the south east of the site. The properties are of varying styles with bungalow and two storey both represented in the area. The revised proposals represent an attempt to accommodate reasonable floorspace whilst avoiding a property which has unacceptable scale and bulk. In particular, the detaching of the previously integral garage has allowed the frontage and overall height of the property to be reduced from the initial proposals and produce a property which is not considered to be out of scale with its plot or the surroundings, and is compatible with Local Plan policy.

Alteration from earlier scheme

- 1.25 Members will recall that when this application was previously reported it was recommended that the proposals should be refused. Consideration was given, however, to the principle of development in this location. On that matter, it was set out in the earlier report, that some form of development was considered to be acceptable. It was recommended that the proposals be resisted specifically because of the scale and floorspace arrangement of the proposed dwelling and the resulting bulk of the proposed property.
- 1.26 These revisions have seen the floorspace arrangement of the property changed with the detaching of the garage from the proposed dwelling and the resulting reduction in the single long built frontage and the roof scale and overall height. Additionally, a rear balcony proposed has been omitted from the plans. As a result it is considered that the specific concerns, in relation to the proposals as originally submitted have been overcome and that the development can now proceed.

Conclusion

- 1.27 The proposals are considered to be acceptable in terms of their impact on the character and appearance of the area and on the privacy and amenity of existing residents. They have been considered against the relevant Local Plan policies and guidance and it is not considered that any of the potential harmful impacts identified in the policies and guidance will result from these revised proposals.
- 1.28 This conclusion is different to that reached on the earlier submission, due to the revised floorspace arrangements and the reduction in the frontage and height of the proposed dwelling. Officers set out, in the earlier report, that in principle, the construction of one dwelling on this plot was considered to be acceptable. This would reflect the existing development of Thorpe Gardens which, whilst of a different scale, is a form of backland development that has been permitted in the past.

Recommendation that this Committee resolves.

- 1.29 That the application be **APPROVED** subject to the following conditions:

- 1 SC4 Time limits
- 2 SC9A Removal of existing buildings
- 3 SC14 Materials
- 4 SC22A Permitted development restriction – windows at first floor
- 5 SC50 Means of enclosure

- 6 SC59 Landscaping
- 7 SC64A Visibility splays
- 8 SC75 Parking and turning.
- 9 SC17 Permitted development restriction – extensions at first floor
- 10 SC20 Permitted development restriction – dormer windows on frontage and side elevations.

RLK



99/00209/FUL

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Committee Report Deferred Item

D2



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On, **16 DECEMBER 1999**
Report of, **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title, **CHANGE OF USE OF A UNIT TO ORNAMENTAL STONE
MASON/ENGRAVER
FAIRWAYS GARDEN CENTRE**
Author **Mark Mann**

Application No **99/00564/COU**
Applicant: **FAIRWAYS GARDEN CENTRE**
Zoning: **METROPOLITAN GREEN BELT/LANDSCAPE IMPROVEMENT
AREA**
Parish **RAYLEIGH TOWN COUNCIL**

Deferred Report

- 2.1 This item was deferred at the last meeting for a Member site visit. Any further information forthcoming will be either added to the addendum sheet or reported verbally.
- 2.2 It is understood that the activities of the stone mason/engraver are primarily engraving and finishing pre-cast stone rather than cutting the new stone itself.
- 2.3 The original report and recommendation are reprinted below to assist Members.

Planning Application Details

- 2.4 This retrospective application relates to the use of an existing unit as an ornamental stone mason/engraver. This is the first of two applications relating to Fairways Garden Centre.

Relevant Planning History

- 2.5 There has been a number of applications relating to this site over the years the most relevant being:
- 2.6 **ROC/681/76** Planning permission granted for use of the site as a garden centre, subject to a number of conditions restricting the storage and display of goods to certain areas of the site.

APV


- 2.7 **ROC/681/79.** Provision of a storage compound for the storage LPG cylinders. Planning permission granted subject to the use remaining ancillary to the garden centre use.
- 2.8 **CU/0185/92/ROC.** Permission was refused for use of part of the site for the storage and display of caravans. This application was retrospective and was refused and at the same time Members of the Planning Services Committee authorised enforcement action. Subsequently the use was allowed on appeal provided the caravans were kept wholly within a compound area to the rear of the site. In allowing the appeal the Inspector was mindful that. "Granting approval would also help you [the applicant] to diversify your business operation, add in a small way to employment opportunities and provide a wider range of leisure products available to customers."
- 2.9 **CU/0612/98/ROC** This application related to the use of an existing building within the garden centre as a café. This was retrospective and was refused by Members of the Planning Services Committee at their meeting on the 30 September 1999. The reasons for refusal were:

"Due to the hours of opening, the scale (including outside seating areas), the location and consequent impact upon the openness of the green belt between Rayleigh and Hullbridge, the café is contrary to Policies GB1 and GB5 of the Rochford District Local Plan."

Consultations and Representations

- 2.10 **Essex County Council Highways.** No objections
- 2.11 **Head of Housing, Health and Community Care** Concerned about the potential for such a use to cause problems in terms of dust and noise. Suggest conditions to suppress noise and dust.
- 2.12 **Rayleigh Town Council** No objections provided it does not affect neighbours
- 2.13 **Neighbour Notification.** A letter from the agents representing the Hanover Golf and Country Club has been received objecting to the proposal on the grounds that the proposal is.
- The proposed commercial activity is inappropriate in the green belt.
 - The proposal would intensify the use of the site to the detriment of highway safety.

Material Planning Considerations

- 2.14 **Policy**
The material planning considerations are the relevant policies in the Development Plan. With respect to this application these are Policy GB1 and GB5 of the Local Plan and Policy S9 of the Essex Structure Plan. The above policies reflect national policy and advice contained within PPG2 Green Belts. Within the green belt, there is a presumption against any new building or change of use, subject to limited exceptions as stated in the Local Plan and PPG2. One of the exceptions is the change of use of buildings, which is generally permitted under Policy GB5, subject to certain conditions. A change in use of an existing building will not generally adversely affect the green belt as it will not have any impact on the openness of the green belt. However, such development should not include significant external works as they could have detrimental impact on the openness of the green belt.
- 

- 2 15 In respect of the use as a ornamental stone mason/engraver, whilst not commonly associated with a garden centre use (and therefore requiring planning permission) it is of a such a modest scale that it is not considered to be inappropriate in this location. The size of the unit (5m x 7m) is small being about the size of the average double garage and this will limit the impact of the use, especially if conditions are attached to any permission to limit the use of power tools. The occupier of the unit will generally use a hammer and chisel for lettering the stone (generally headstones but also including garden ornaments and barbecues etc) with a small-scale sandblaster for the production of ornate patterns/pictures onto stone. With the nearest residential property being at least 60 metres away, the use will not pose a problem in terms of its impact on residential amenity. Another aspect that could effect the open character of the green belt is the traffic generated by the proposed use and this obviously has highway safety implications as well. However, the scale of the proposal is minor and bearing in mind the nature of the use and the existing uses within the garden centre site, it is not considered significant in highway safety terms. This view is echoed by the County Council (Highways) who raise no objections to the proposal.

2 16 **Planning History/Appeal Decision**

Another material consideration is the appeal decision allowing the use of part the garden centre site for the storage and display of caravans. In his decision letter the Inspector considered that the use of part of the site for the display and sale of caravans was in conflict with Policy GB1. However, he accepted that not all development proposals which are in conflict with this policy necessarily cause harm to the functioning of the green belt or to the appearance and character of the area, and there may be very special circumstances why such development should be allowed. He considered that there would be no harm done to the objectives of the green belt policy or to the appearance of the landscape or the character of the area if the caravans were kept wholly within the compound area which would screen them from view. Such a view is in accordance with green belt policy as detailed above. Similarly, in much the same way, this application will have little impact on the green belt as it will be contained within the existing building and the activities associated with it (customers coming and going, deliveries to the premises) would be insignificant compared to the rest of the activities on the site. Nevertheless, in order to ensure this remains the case, it is proposed to attach appropriate conditions to any subsequent permission. Lastly, the Inspector considered that on granting approval it would help the applicant to diversify his business operation, add in a small way to employment opportunities and provide a wider range of products available to customers. The approval of this application will do likewise.

Conclusion

- 2.17 The change of use of this unit to an ornamental stone mason/engraver is considered acceptable in terms of green belt policy. In addition, in the light of the Inspectors decision in relation to the caravan sale and display area, it will not cause any harm to the green belt and will help to diversify the business.

Recommendation that this Committee resolves:

- 2.18 That this application be **APPROVED** subject to the following conditions:

- 1 Details of a dust and noise suppression scheme shall be submitted to and approved in writing within one month of the date of this permission. Within 3 months of the date of this permission the approved suppression scheme shall be provided in full accordance with the approved scheme.
- 2 No machinery shall be operated outside the hours of 08.00 to 18:00 Monday to Saturday, nor any time on Sundays and Bank or Public Holidays. The premises shall not operate outside the hours of the garden centre.

APV

- 3 Details of the sand blasting equipment shall be submitted to and approved in writing by the Local Planning Authority within one month of the date of this permission. The use of any additional power tools is prohibited unless the prior written consent of the Local Planning Authority is obtained.
- 4 SC28 Use Class restriction

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99/00564/COU

Tinkersfield
Kennels

BM 13.14m

Walford's Farm

Garden
Centre

Nursery Lodge

ED & Ward Bdy

Def

HILLBROOK ROAD

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Committee Report

3



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**
On **16 DECEMBER 1999**
Report of: **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title **CHANGE OF USE FROM OFFICES TO A YOUTH TRAINING AND
EDUCATION CENTRE (MONDAY-SATURDAY OPENING UNTIL
10.00PM)
57 SOUTH STREET ROCHFORD**
Author . **Mark Mann**

Application No. **99/00637/DP3**
Applicant . **ROCHFORD DISTRICT COUNCIL (HEAD OF LEISURE AND CLIENT
SERVICES)**
Zoning . **LOCAL GOVERNMENT**
Parish **ROCHFORD PARISH COUNCIL**

Planning Application Details

- 3 1 This deemed consent application relates to the change of use of 57 South Street, Rochford, into a Youth Training and Education Centre. At present the property is used as offices by this Council. However, only one room is currently used, with the majority of the building being left vacant. The centre will be managed by this Council along with its partners; Rochford Parish Council and Essex County Youth Services, who will lease the building. It will initially provide information and training on wide range of subjects of interest to youngsters and will eventually provide an alternative education facility for Year 11 pupils. The need for such a facility was identified in the Rochford District Crime and Disorder Reduction Strategy

Relevant Planning History

- 3 2 ROC/327/79 Change of use of two flats into Offices (Class B1) Approved.

Consultations and Representations

- 3 3 GO-East. No comments

- 3.4 **Essex County Council Highways.** No objections
- 3.5 **Head of Housing, Health & Community Care.** There is the potential for disturbance to local residents greater than exists at the moment. Should Members be minded to approve this application the following conditions should be attached to any permission to mitigate against any possible disturbance
- 1 Details of any external plant or equipment shall be submitted to and agreed in writing by the LPA prior to installation.
 - 2 Details of any proposed extract ventilation system shall be submitted to and agreed in writing by the LPA prior to installation.
 - 3 No work or other activities shall be carried out on the open areas of the site without the prior written approval of the Local Planning Authority
 - 4 Details of any proposed facility for the teaching of music or the playing of amplified sound shall be submitted to and agreed in writing by the LPA prior to any such use commencing
 - 5 There shall be no use of the premises on Sundays or Bank Holidays
 - 6 SI16 (Control of Nuisances Informative)
- 3.6 **Rockford Hundred Amenities Society** No adverse comments.
- 3.7 **Head of Corporate Policy & Initiatives.** Being located on the edge of the town centre with good access to bus routes I can see no substantial reason for this site not to be acceptable for the proposed use.
- 3.8 **Crime Prevention Officer.** To be reported in the addendum.
- 3.9 **Neighbour Notification** As a result of the press and site notices and the neighbour notification letters, 11 letters/e-mails have been received objecting to the proposal. They raise a number of objections/questions about the proposal, not all of which are strictly planning matters. These include:
- 3.10 Why weren't more people consulted? More time should have been allowed for comments.
 Why does it have to be used at night, especially on a Friday and Saturday?
 How do youngsters get to the premises?
 How will the centre be staffed/supervised?
 Why use a building in the Conservation Area, when Roachway has all the facilities?
 Is there a guarantee that this will not turn into a Youth Drop in Centre?
 Is the centre going to be used solely for training and education purposes?
 How does this project relate to the Crime & Disorder Reduction Strategy?
- 3.11 In addition to the above, objections to the proposal include:
- 3.12 **Impact on amenity.** Kids coming and going to the premises until 10:00 pm will cause disturbance to residents in this quiet part of the conservation area. Children going past will be noisy, especially if they are in groups. With many of the houses along South Street having no gardens to the front with windows directly onto the footpath this will have an affect on the amenities of the occupiers of those properties. One resident is concerned that a landing window of the property overlooks her property and if the proposal goes ahead would like to see this window obscured and fixed so that it cannot open, in order to avoid any possibility of overlooking.

- 3 13 **Highway Safety.** The junction of South Street, Locks Hill and Bradley Way is very dangerous and extremely busy. The footpaths running along South Street are narrow and encouraging youngsters to use such narrow footpaths by providing such a facility in this location will be dangerous. Extra traffic generated by the proposal with parents taking children to and from the premises will make the junction even more dangerous. The premises are directly adjacent to the Fire Station and if youths hang around outside the building this could interfere with the use of the Station.
- 3 14 **Conservation Area.** The proposed use will have a detrimental affect on the character of the conservation area. Many of the properties on South Street front directly onto the pavement and this affords little protection. This is exacerbated because double glazing is not allowed.
Fire Station The proposal may interfere with the operation of the station, with the potential for children to play outside the fire station. If children get hurt it will give another reason for the station to be closed.

Material Planning Considerations

- 3 15 As with all planning applications, the material consideration is the relevant policies of the development plan. In this instance Policy PU4 is the relevant policy. This states:

“In considering proposals for community buildings or for the use of existing buildings for community purposes regard will be had for:

1. The accessibility of sites to public transport,
2. the availability of suitable access and parking space;
3. the avoidance of undue disturbance affecting residential areas; and
4. other relevant policies in this plan.”

- 3 16 Before assessing the proposal with regard to the above policy, it will be useful to answer the points raised by the objectors to the scheme. This will help to define the nature of proposal more clearly and this will aid consideration of the application against the above policy.

- 3.17 **Why weren't more people consulted? More time should have been allowed for comments**
 This application has been advertised in the press, a notice posted on site and 19 notification letters were delivered to nearby properties. This is more than is required by the planning regulations. With respect to the length of time given to people to respond to the consultation, the minimum requirement is 21 days. Often this period is exceeded and any comments received prior to the consideration of an application will be taken into account despite arriving after the 21 days. This is in fact the case with this application.

- 3.18 **Why does it have to be used at night, especially on a Friday and Saturday?**
 The centres opening times will be researched with young people to ensure it is open at times when they will be able to use the service. With a target age of 11 to 19 this inevitably requires evening openings. The times and day may vary as the project develops it range of services and in response to the changing needs of the local youth population. Initially the project is resourced to open for a three-hour period between 4.00 and 10.00 pm, three times per week. Evidence from similar projects shows that Saturday openings from 11.00 am to 2.00 pm are popular with young people and therefore this is a more likely time for the project to open than Saturday night. However, it may be that there is a demand from young people for the centre to be opened on a Saturday evening. The applicants would therefore like to retain this option.

REV.

- 3 19 **How do youngsters get to the premises?**
No transport will be provided. They will be expected to make their own way to and from the premises. The target group is young people from the Rochford Parish area. The site is close to the town centre and is served by bus and train services. There is a layby in front of the premises and this could be used to wait off the main road whilst children are picked up. The car park will be used by staff only.
- 3 20 **How will the centre be staffed/supervised?**
Part-time, qualified youth workers will staff the centre with support from other youth work staff as required by the Essex County Youth Service. A volunteers recruitment programme will be developed to enhance the provision available and staff from other appropriate agencies such as Essex Careers and Business Partnership, are expected to become involved as the project develops. A minimum of two staff shall be on duty when the premises are open. Experience elsewhere suggests that such facilities do not attract large numbers. It is expected that generally the numbers that will be using the facility at any one time will be well below the figure of 50.
- 3 21 **Why use a building in the Conservation Area, when Roachway has all the facilities?**
A survey on youth service requirements in Rochford carried out with local young people identified a range of services required for young people in Rochford. This included a mobile project, which operates in several areas of the town during the year and the need for a Youth Information Centre. 57 South Street is considered to be the most suitable premises available to provide this type of service. Roachway is presently used for adult education and is fully utilised.
- 3.22 **Is there a guarantee that this will not turn into a Youth Drop in Centre? Is the centre going to be used solely for training and education purposes?**
The facility will be open to both groups and to individuals wanting advice/training. During opening times, it will be open to young people to use the facility without prior booking; in much the same way as a public library operates. The project will provide open access to young people who require its services. One room will be set up as lounge providing information on a range of issues. The second room will have a computer suite to provide opportunities for support with homework, job applications etc. The premises will not be used for leisure purposes, such as disco or music events as that is not the purpose of the project and in any case the building would be too small for such a use. Training/advice will be given to small groups of young people on a wide range of subjects, from careers and work experience to Duke of Edinburgh's Award. The training given will be often accredited, the level of which will obviously depend upon the individual. Initially the use of the premises will be largely confined to the ground floor. Later on an alternative Year 11 education project may take place on the premises and this will take place on the first floor. This will take place during normal school hours.
- 2 23 A condition can be attached limiting the exact use of the premises to a training/education centre and strictly prohibiting its use as an activity dominated by leisure, such as discos, concerts etc.
- 2.24 **How does this project relate to the Crime & Disorder Reduction Strategy?**
The provision of a static facility for young people, providing information and support is identified in the Strategy as a means of reducing the levels of crime and disorder and more importantly to address the causes of crime and disorder.
- 2 25 **Policy**
Notwithstanding the difficulties of describing the proposed use, it is still some form of community use, predominantly concerned with the training and education of young people. This falls within use class D1 (non-residential institutions) and includes the likes of churches, health centres, public halls, libraries and non-residential education and training centres. The appropriate policy is, therefore, Policy PU4 as detailed above. In assessing applications due regard should be given to the following.

- 3.26 1. **Accessibility of the site to public transport.**
The site is close to the town centre and is therefore accessible to a wide range of public transport services, including both rail and bus. In this respect the premises are well located.
- 3.27 2. **The availability of suitable access and parking space.**
Car parking will be provided at the side of the building where there is ample space for parking for staff. It is not expected that the people using the facility will come in their own cars but will either walk, use public transport or be met by parents. With the latter, there is a layby immediately outside the property, off the main road, which could be used for this purpose.
- 3.28 3. **The avoidance of undue disturbance affecting residential areas.**
The premises are located in an area of mixed uses including residential. To the south there is the fire station and beyond that a public house, to the east is a milk depot and a small industrial estate and to the north is primarily residential with the property immediately to the north being a house. Further north is the Police Station and beyond that the Council Offices. The property is detached and the proposed activities will not have any significant impact on the adjacent dwelling, provided they take place within the building. A condition can be attached to ensure this. With respect to the potential problem of overlooking this can take place at the moment with the building being used as an office. The window concerned is first floor landing window. It may be possible to obscure the window with some plastic film placed on the glass and in the interests of good neighbourliness this may be considered appropriate. The applicant is willing to do this.
The objectors main concern relate to the coming and going of young people to the premises and the potential this may have to cause harm to the amenities of the nearby residential properties. It is not envisaged that large numbers of people will use this facility at any one time. Essex Youth Services, one of the partners in the project, do have experience of such facilities and they expect the centre to be used by small groups and individuals. Large numbers of people only tend to be attracted if some sort of leisure activity, such as a disco etc., takes place. No such activity is proposed, or could be bearing in mind the physical size of the property and in any case such activity could be expressly prohibited by a condition. During the day this area is relatively busy especially with respect to traffic. The proposed centre will not exacerbate this situation to any significant degree, and even on the evening, when it is quieter, there is still quite a lot of activity taking place in the locality bearing in mind the proximity of the town centre and such uses as the public house.
- 3.29 4. **Other relevant policies of the Local Plan**
There are no other relevant policies specifically related to the proposed development. However, the property does lie within the Rochford Conservation Area and is included on the Local List. Whilst there are no external alterations proposed for the property, the policies of the Local Plan seek to protect and enhance the conservation areas by encouraging suitable uses for old buildings rather than leave them empty. In this respect the proposal is considered acceptable.

Conclusion

- 3.30 In terms of the policies of the Local Plan the proposal is considered acceptable subject to conditions restricting the use of the premises and the hours of operation. It is also proposed to confine all activity to inside the building to allay the fears of nearby residents that the car park will be used as a play ground or other noisy activity.

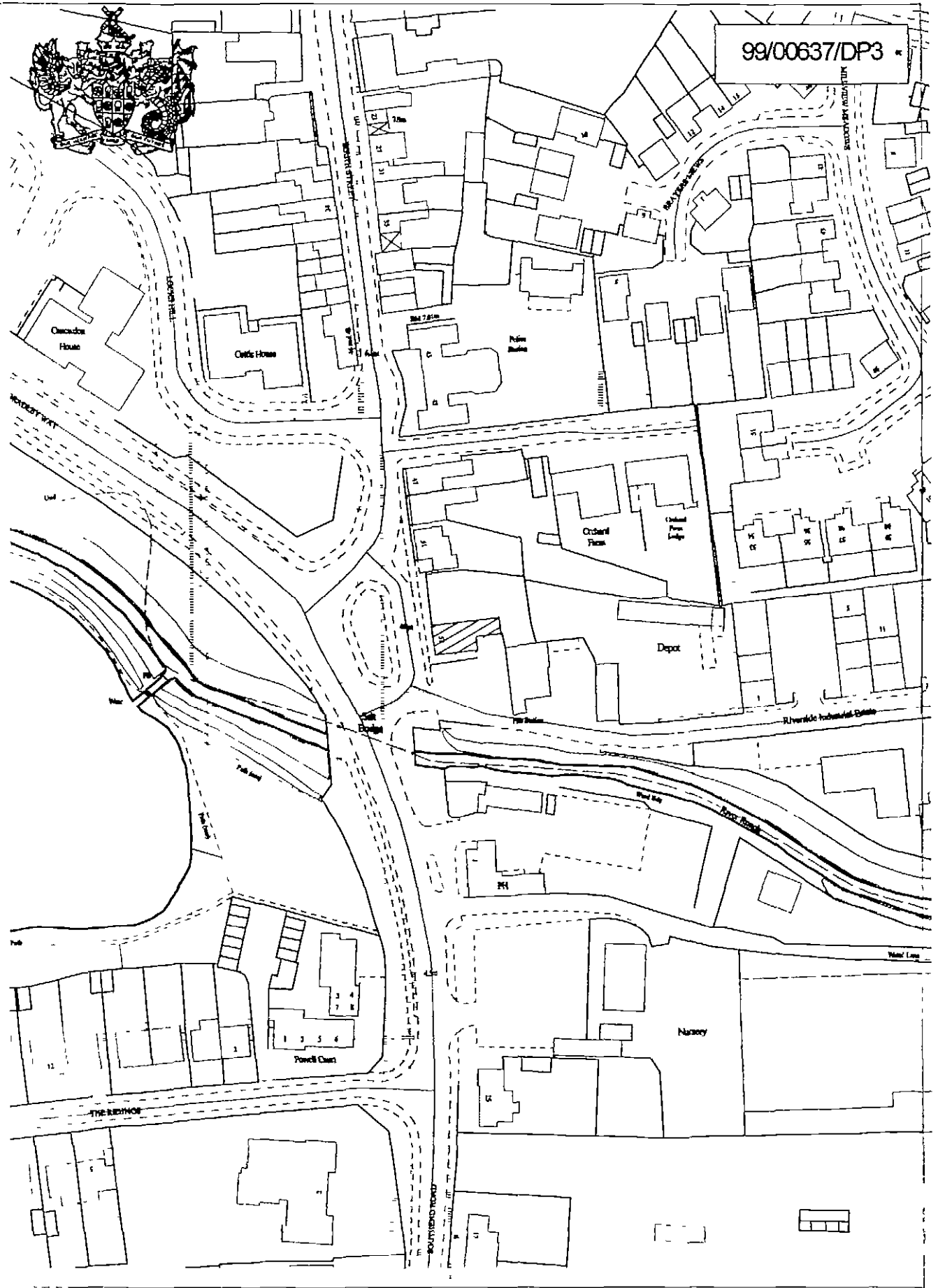
Recommendation that this Committee resolves:

- 3.31 That the Corporate Director (Law, Planning and Administration) recommends that this application for Deemed Consent be **APPROVED** subject to the following conditions:

- 1 SC4 Time Limits
- 2 The use hereby permitted shall not take place outside the hours of 8.30 am to 10 00 pm Monday to Saturday, nor any time on Sundays and Bank Holidays.
- 3 The use hereby approved shall be confined to the building. On no account shall the car park be used as a playground or other similar activity to the satisfaction of the Local Planning Authority
- 4 Details of any externally sited plant or equipment shall be submitted to and approved in writing prior to its installation.
- 5 Details of any proposed extract ventilation system shall be submitted to and approved in writing by the LPA prior to its installation
- 6 Details of any proposed facility for the teaching of music or the playing of amplified sound shall be submitted to and approved in writing prior to any such use commencing.
- 6 SC25 PD Restricted: Uses

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Committee Report

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Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**
On **16 DECEMBER 1999**
Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title : **OUTLINE APPLICATION FOR THE ERECTION OF TWO DWELLINGS
LAND ADJACENT TO MEADSWAY WENDON CLOSE ROCHFORD**
Author : **Peter Whitehead**

Application No. **99/00624/OUT**
Applicant **OLIVE L SMITH**
Zoning **RESIDENTIAL**
Parish **HAWKWELL**
Site Frontage. **20 metres** Site Depth **45.7 metres**

Planning Application Details

- 4.1 The application, which is in outline form, proposes the erection of two two storied dwellings on land situated adjacent to Meadsway, Wendon Close. The site has a frontage of 20m and is 45.7m in depth. The site is currently well-maintained and forms part of the L-shaped rear garden of 71 Rectory Road. The site boundary with Wendon Close is currently marked by a 1.8m high fence. The verge adjacent to this is scrubby and overgrown with brambles.
- 4.2 Properties along this part of Rectory Road are primarily bungalows. There are two properties in Wendon Close, known as Meadsway and The Nook. Both of these properties are bungalows. The properties in Westbury, to the south, were originally built as chalets and have first floor accommodation in the roofspace. They are roughly 7m in height, whereas the bungalows along Rectory Road, and in Wendon Close are between 5-6m in height. Full-height two storey properties are not, however, a feature of this area.
- 4.3 N.B. There is a piece of land to the rear (east) of the application site that also formed part of the extensive rear garden of 71 Rectory Road. Concern has been expressed regarding the future of this land, which would be land-locked if the current application was approved and implemented. The applicant states that this land has been sold to Meadsway, and now forms part of the garden of that property.

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Relevant Planning History

- 4.4 The bungalow known as Meadway predates the planning system. An outline application to building two semi-detached chalets in its place was granted permission under ref. ROC/681/82. This consent has now lapsed.
- 4.5 Permission to erect The Nook on land previously forming part of the rear garden of 73 Rectory Road was granted in 1987 under ref. 61/87. A earlier outline application, ref RDC/331/86, to erect two chalets on land forming part of the rear gardens of 73 and 75 Rectory Road was approved, but not implemented. This consent has now lapsed.
- 4.6 Outline planning permission for an identical scheme for 2no. two-storey dwellings on the current application site was granted under ref OL/0523/94/ROC. Being an outline application, the permission was only valid for three years and the permission lapsed on 24 November 1997.
- 4.7 An application for a further property in Wendon Close is currently with the Council for consideration, ref. 99/00511/FUL. That application proposes the erection of a two bedroom bungalow on the opposite side of the close, on land which currently forms a further part of the rear garden of 73 Rectory Road. A report regarding that proposal is the next item in this Committee Agenda.

Consultations and Representations

- 4.8 **Hawkwell Parish Council** objects to the application on the grounds that it is backland development, and doesn't comply with Policy H20.
- 4.9 **The County Surveyor** raises no objection to the proposal in principle. Although Wendon Close is a private road (and therefore technically outside the County Surveyor's jurisdiction), he recommends a number of conditions to ensure that the development is built to the best current practice.
- 4.10 **The Environment Agency** raises no objection.
- 4.11 **Anglian Water** raises no objection.
- 4.12 **The Head of Housing Health & Community Care** has no adverse comment, subject to Standard Informative SI16 (Control of Nuisances) being attached to any consent granted.

Material Planning Considerations

- 4.13 The material considerations in this case are the impact that the proposal may have on the existing development within the area, by virtue of loss of privacy, overlooking and activity, and the question of whether the proposal is compatible with the prevailing character of the area. Accordingly, Policy H19, dealing with the development of small sites for housing purposes, and Policy H11, dealing with the design aspects of such proposals, are considered relevant. Policy H20, which regards backland sites, is not considered relevant because the site fronts an existing cul-de-sac.
- 4.14 A further consideration is the fact that outline planning permission for an identical form of development, was granted in respect of this site only five years ago. Although that permission has expired, it would clearly be difficult to come to a different conclusion regarding the acceptability of the current proposal if there has been no material change of policy or circumstances in the meantime.

Impact on privacy and activity in the area

- 4 15 Since the application is in outline form, no plans of the actual properties to be built have been provided. The submitted plans merely show, for indicative purposes, a pair of semi-detached properties on the land. However, it is considered that 2no. chalet-style properties with windows to their front and rear elevations, should not cause overlooking problems.
- 4 16 It is not considered that the provision of two modest properties, serviced via the existing roadway, would result in a significant amount of activity such that the amenities of existing residents would be affected.

Compatibility with Existing Development

- 4.17 With regard to the scale of the plot, it is noted that the site frontage of 20m would allow for 2no plots, each being 10m in width. This is not considered unduly cramped, given the density of development in the area, and would, for instance, allow a pair of semi-detached properties, each being 9m wide, with a 1m separation distance to either flank boundary. It is noted that the existing garden of 71 Rectory Road is significantly larger than that of any other property along this stretch of Rectory Road. Whilst the proposal will lead to the garden of 71 Rectory Road being reduced in length by 20m, this will merely result in the property's garden being the same size of other properties along Rectory Road.
- 4.18 With regard to appropriateness of two storey properties on the site, it is noted that development in the surrounding area is generally restricted to bungalows and chalets. For this reason, it is not considered that conventional full-height two storey houses would look appropriate in this location. This said, it is considered that 2no. two storey dwellings would appear acceptable, provided that such properties were of chalet form, having all first floor accommodation within the roof shell. A condition restricting the form of properties to chalets was imposed upon the previous outline permission, and such is again recommended in this case.
- 4.19 Accordingly, it is not concluded that the proposal should appear out of character or incompatible with the existing pattern and density of development.

Highway Issues

- 4 20 It is noted that the County Surveyor raises no objection to the proposal on highway grounds. He does, however, recommend a number of planning conditions. Notwithstanding this, since the application is in outline form with the matter of access reserved for further consideration, the consideration of such conditions need not take place until reserved matters stage.

Conclusion

- 4 21 It is considered that the two chalet-type properties could be accommodated on the application site, in compliance with Policies H11 and H19. In this regard, it is not considered that there has been a material change of policy, or circumstances, since the approval of the previous outline permission in 1994 and, therefore, the application is recommended for approval, subject to the imposition of a similar package of planning conditions.
- 4 22 Although there is currently an application for a further property on the opposite side of the cul-de-sac, that application involves the erection of a property on a far smaller plot, and on a garden that has already been subdivided and foreshortened by the erection of one property (The Nook). It is considered that the two applications are readily distinguishable from one another, and that each must be considered on its own individual merits. It is not considered that a decision to approve or refuse that application should materially affect the decision upon this application.

REV

Recommendation that this Committee resolves,

4.23 That this application be **APPROVED** subject to the following conditions.

- 1 SC1 Reserved Matters – Standard
- 2 SC3 Time Limits Outline – Standard
- 3 SC78 Car Parking Details (Plural)
- 4 SC49A Means of Enclosure (outline)
- 5 The reserved matter details to be submitted pursuant to Condition 1 shall illustrate chalet-style dwellings only, with limited first floor accommodation. The details shall pay particular regard to the scale of building shell and to the roof height and, overall, the two properties shall be modest and well proportioned, and of a similar style to existing properties in close proximity to the site in Wendon Close and Rectory Road.



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Committee Report

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Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**

On ' **16 DECEMBER 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **DETACHED BUNGALOW WITH ATTACHED GARAGE
ADJACENT THE NOOK, WENDON CLOSE, ROCHFORD**

Author . **Hannah Baker**

Application No: **99/00511/FUL**

Applicant ' **TURNER BROS (ROCHFORD)**

Zoning ' **RESIDENTIAL**

Parish: **HAWKWELL PARISH COUNCIL**

Site Frontage. **11.5m** Site Depth: **15.2m**

Planning Application Details

- 5.1 This is a full application for a 2-bedroom bungalow to be sited on a small plot of land that currently makes up part of the rear garden of 73 Rectory Road. The application plot frontage is 11.5m in width, and the proposed bungalow with garage is 10.5m in width. The ridge height of the property is 5.2m. Access to the plot is from Wendon Close, a private unmade road, which currently serves two properties.

Relevant Planning History

- 5.2 The application site is currently part of the residential garden of 73 Rectory Road, and has no specific planning history. However, the planning history of the adjacent plot of land is relevant, as it helps to set the scene for this application.
- 5.3 ROC/331/86 - Outline application to erect two detached chalets with semi integral garages on land that formed part of the rear gardens of 73 and 75 Rectory Road. This application was approved.
- 5.4 ROC/61/87 - Outline application to erect a bungalow and garage, on the rear garden of 73 Rectory Road. This application was approved and the reserved matters application was subsequently agreed and is built known as "The Nook".
- 5.5 Planning history in relation to development of plots on the opposite side of Wendon Close is set out in the preceding item on the Schedule.

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Consultations and Representations

- 5.6 **The County Surveyor** recommends that conditions relating to vehicular access, the provision of a hardstanding and the positioning of the garage door be applied to any permission given.
- 5.7 **The HHHCC** has no objections to the proposal subject to Standard Informative 16 (Control of Nuisances) being placed on the decision notice.
- 5.8 **Anghian Water** has no objections to this application.
- 5.9 **The Environment Agency** has no objection to the proposal as submitted

Material Planning Considerations

- 5.10 The main considerations in this case, revolve around the size of the application plot and the impact that the development will have upon the residential amenity of Wendon Close.
- 5.11 **Planning Policy**
The material considerations in this case are the impact that the proposal may have on the existing development within the area, by virtue of loss of privacy, overlooking and activity, and the question of whether the proposal is compatible with the prevailing character of the area. Accordingly, Policy H19, dealing with the development of small sites for housing purposes, and Policy H11, dealing with the design aspects of such proposals, are considered relevant. Policy H20, which regards backland sites, is not considered relevant because the site fronts an existing cul-de-sac.
- 5.12 The proposed sub-division of the rear garden of No.73 Rectory Road to form this plot is in addition to the sub-division that occurred some years ago to create the dwelling known as "The Nook". The frontage in Wendon Close visually reads most closely with the street scene of Rectory Road, from which the cul-de-sac gains vehicular access. The proposed plot is extremely small and does not relate satisfactorily with its surroundings. Furthermore, No.73 Rectory Road will also be truncated to a point where it does not relate satisfactorily to the prevailing character of the area. This is also contrary to guidance in Appendix 1 of the Rochford Local Plan First Review. The principle of development of this site is therefore not considered acceptable.
- 5.13 Although the plot just about meets the technical criteria of policy guidance, namely site frontage, minimum rear garden area standards for a 2 bedroomed dwelling and provides 2 car parking spaces, this application fails to provide the minimum 1 metre separation between the side boundaries and dwelling. A 1 metre gap is provided to the northern side, adjacent to the rear garden of 73 Rectory Road, but there is no separation between the garage and the boundary of the eastern side. Presently, the open character of development in Wendon Close is a notable feature and, by failing to maintain any separation between the boundary and the new dwelling, this character would be further undermined, and the appearance of Wendon Close threatened.
- 5.14 **Residential Amenity**
Infilling in such a manner would also have an impact on the residential amenity of both occupants in the new dwelling and those in adjacent dwelling. The rear garden of 73 Rectory Road would be severely reduced leaving just 10 metres at its closest separating the proposed development from the existing dwelling. In the context of the spaciousness and character of the area, overlooking from the rear windows into the rear garden of the new dwelling could occur, resulting in substandard levels of privacy. Disturbance could also arise given the tight arrangement.

5.15 **Other Material Considerations**

The impact of this development must also be considered in context with the history outlined above and with 99/00624/OUT which is an outline application for a pair of semi-detached Chalets to be erected on a plot of land on the other side of Wendon Close from this application site. This application is also being considered by this Planning Services Committee with the recommendation for Approval. It is clear that the two applications although geographically close raise a number of different issues, due to a number of factors, in particular, plot sizes. A different recommendation can therefore be given on the two applications without influencing the outcome of the other application

Conclusion

- 5 16 The proposal involves the development of one new bungalow on a small plot of land that is presently used as residential garden. The application is considered to constitute a cramped over-development of the site. If such a development were allowed it could create a precedent for further small plots to be developed along Wendon Close, to the further detriment of the character of the area.

Recommendation that this Committee resolves:

- 5 17 That the application be **REFUSED** subject to the following reasons as set out below:

- 1 The proposed residential plot is considered by reason of its size to be an overdevelopment of the site incompatible with the character and appearance of the surrounding area of Wendon Close and Rectory Road with which it most closely relates, to the detriment of the character and form of this area.
- 2 The further truncation of No.73 Rectory Road's curtilage in this manner would also fail to relate to the character of the built form of the area and give rise to potential overlooking of the garden to the proposed dwelling as well as disturbance between the gardens to both properties to the general detriment of the occupiers of such dwellings. This is contrary to the guidance in the Rochford District Local Plan First Review Appendix 1 and additionally the proposal fails to meet the technical criteria in the guidance of retaining 1m separation to all site boundaries to the further detriment to the character of the area.

Committee Report

6



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**

On : **16 DECEMBER 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title . **REMOVE EXISTING EXTERNAL STAIRCASE AND SINGLE STOREY STORE AND ERECT TWO STOREY SIDE EXTENSION (REVISED SUBMISSION FOLLOWING REF. 99/00213/FUL) THE DOME LOWER ROAD HOCKLEY**

Author . **Peter Whitehead**

Application No. **99/00685/FUL**

Applicant **MESSRS H & M BAKER**

Zoning : **METROPOLITAN GREEN BELT, CARAVAN PARK, COASTAL PROTECTION BELT, SPECIAL LANDSCAPE AREA**

Parish **HULLBRIDGE PARISH COUNCIL**

Planning Application Details

- 6.1 The building to which this planning application relates is three-storied and situated at the entrance to the long established caravan site known as The Dome Caravan park
- 6.2 The application proposes the erection of a two storey extension to the south elevation of the building. The extension measures some 4m x 5m x 7.1m in height and has a hipped roof.
- 6.3 The site benefits from planning permission to convert the first and second floors from a self-contained flat into bed and breakfast accommodation. Access to the first floor is currently gained via an unenclosed external staircase, which does not comply with the Building Regulations. The proposed extension accommodates the necessary staircase, together with a reception area to serve the bed and breakfast use. Besides the staircase, the extension would also accommodate an additional bedroom at first floor.
- 6.4 The application also includes the removal of the existing external staircase, and the demolition of a single storey store sited within the footprint of the proposed extension, which measures 2.8m x 3.1m x 4m in height.

A handwritten signature in dark ink, appearing to be 'P. Whitehead', located in the bottom right corner of the page.

- 6.5 This application follows the Council's refusal of an earlier scheme for a two storey extension measuring 6.5m x 5m x 7.1m in height. That scheme was refused for the standard Green Belt reason, (i.e. because the development constituted inappropriate development in the Green Belt) and also for reasons of poor design. Although a subsequent appeal against the Council's decision was dismissed, the Inspector concluded that "very special circumstances" existed to justify an extension accommodating a staircase and reception area. In his view, however, the scale of extension then proposed was unreasonably large. The current application proposes an extension projecting out by 4m, 2.5m less than in the previous proposal. Thus, the key question is whether the scale of extension has been reduced to a level at which it can now be accepted

Relevant Planning History

- 6.6 The origins of the Dome Caravan Park and Country Club predate the planning system.
- 6.7 Planning permission was granted to change the use of the ground floor from a private members club to a public house, ref. CU/0316/94. More recently, permission was granted to change the use of the first and second floors to bed and breakfast accommodation, ref. F/0594/98.
- 6.8 Planning permission was refused, and subsequently dismissed on appeal, for a two storey side extension measuring 6.5m x 5m x 7.1m in height. Pertinent quotes from the Inspector's Decision Letter are, as follows:

".. The proposal is not for any of the purposes listed in Policies S9 or GB1... The proposal is not for a purpose listed in paragraph 3.4 of Planning Policy Guidance (PPG) 2 Green Belts as one that is not inappropriate in the Green Belt. I therefore consider that the proposal would be inappropriate development in the Green Belt..."

".. The extension would be readily visible from Lower Road across the open parking area and would add to the overall bulk of the building. In my view, the proposal would result in some loss of openness to the Green Belt, adding to the harm from appropriateness. I have therefore considered whether there are any very special circumstances sufficient to outweigh the harm from the development."

"The appellant explained that an extension was needed because the Building Regulations require a fully enclosed staircase for the bed and breakfast use on the first and second floors. Rather than provide an extension solely for a staircase, which the appellant considers would be poky and unattractive to customers, the extension had been designed to provide a reception area on the ground floor and an additional bedroom on the first floor. The appellant considers that providing serviced accommodation would be of benefit to the area in accordance with the objective of Policy LT15 and that policies of the Green Belt should be applied with some flexibility.

In my view, the need to provide a suitable staircase to enable the bed and breakfast use to be implemented carries some weight. The provision of serviced accommodation would be a benefit to the area as such provision is supported by Policy LT15 (although the Plan makes clear that developments should accord with other policies of the Plan). In my view, access to the bedrooms through the public bar on the ground floor of the building, even if this were physically possible, would be unattractive to many customers. The bed and breakfast use is unlikely to be implemented without an extension to accommodate a staircase and I accept that the size and layout of the entrance needs to be welcoming to customers. But in my view the proposed extension is larger than is necessary to achieve these objectives and the appellant did not suggest that the extra bedroom was critical to the viability of the enterprise."

Consultations and Representations

- 6.9 **The County Surveyor** raises no objections

Material Planning Considerations

- 6.10 The principle of an extension providing a staircase and reception area to serve the bed and breakfast use was clearly accepted by the Inspector considering the recent appeal. That appeal was dismissed, however, because the Inspector concluded that the scale of extension then proposed was excessively large. The key consideration in this case is, thus, whether the current proposal illustrates an extension of the minimum dimensions necessary to accord with the Inspector's conclusions.
- 6.11 Clearly, the height of the proposal is set by the need to provide a two storey extension with a reasonable pitched roof. In this regard, it is considered that the current proposal illustrates the minimum height of extension possible.
- 6.12 To some extent, the minimum footprint of extension necessary to accommodate a staircase and reception area is dictated by the Building Regulations. For instance, these Regulations require that the reception area be physically separated from the staircase, and that a lobby area be provided between the bottom of the stairs and the external door. Furthermore, attention should be drawn to the appeal Inspector conclusion that "the size and layout of the entrance and staircase needs to be welcoming to customers."
- 6.13 The reception area now proposed measures some 2.65m x 3.4m. It is considered that this provides a reasonable area in which to provide a desk, and accommodate, say, a family of four checking into the bed and breakfast accommodation. It is not considered that this area is unduly generous, or that it could be made any smaller whilst still being "welcoming to customers."
- 6.14 The extension also accommodates a bedroom at first floor. Since the provision of a room at first floor (be it a bedroom or whatever) is clearly the corollary of the provision of the reception area below, it is considered difficult to conclude that this element of the scheme is not acceptable. In addition, it is considered that the scale and design of the extension now proposed is acceptable.

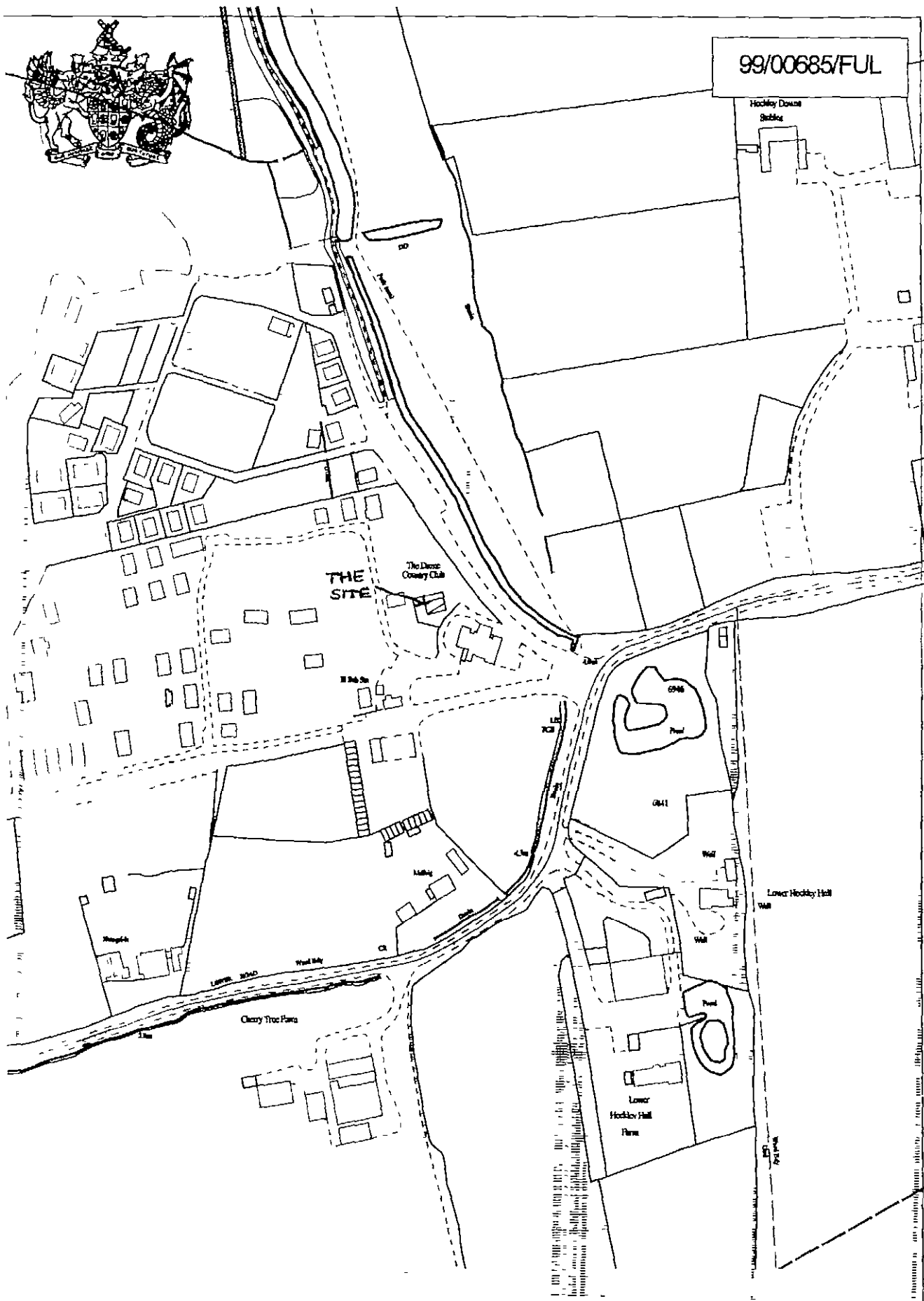
Conclusion

- 6.15 It is considered that the current proposal represents a reasonable extension, in accordance with the Inspector's comments without providing a unnecessarily high level of additional accommodation. Given the appeal decision, it is concluded that "very special circumstances" exist to justify a relaxation of Policy GB1. Thus, in the circumstances, a recommendation of approval is made.

Recommendation that this Committee resolves:

- 6.16 That the application be **APPROVED** subject to the following conditions:
- 1 SC4 Time Limits Full – Standard
 - 2 SC15 Materials to Match
 - 3 Prior to the first occupation of the extension hereby granted permission, the existing external staircase shall be demolished in its entirety, and all materials arising therefrom shall be permanently removed from the site.

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Committee Report

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Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**

On : **16th DECEMBER 1999**

Report of **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **USE OF AMENITY OPEN SPACE AS AN EXTENSION TO
RESIDENTIAL CURTILAGE
20 SALEM WALK RAYELIGH**

Author **Peter Whitehead**

Application No. **99/00625/COU**

Applicant : **Mr A R TUCKER**

Zoning : **RESIDENTIAL**

Parish. **RAYLEIGH TOWN COUNCIL**

Planning Application Details

- 7.1 The site consists of a small part of an area of amenity open space situated to the rear of Nos. 20 and 21 Salem Walk. The site measures 9metres (max) by 8metres. Directly to the south is a footpath linking Salem Walk and Boston Avenue. To the north, beyond the remainder of this amenity area, is a short cul-de-sac off Boston Avenue, which provides access to a communal parking area and parking to the rear of several properties. Further amenity areas exist to the north and south of the site, along Boston Avenue. There is also a communal parking area to the south. The area of amenity green abutting the application site incorporates a single concreted parking space, on which the applicant currently parks his caravan.
- 7.2 The application proposes the change of use of this parcel of land to part of the domestic curtilage of 20 Salem Walk. As originally submitted, the application proposed the hardsurfacing of this entire area, and its use for the parking of two cars, together with the caravan mentioned above. However, the application has been amended and now proposes the provision of two car parking spaces and the requisite vehicular access. The remainder of the site would remain grassed.
- 7.3 Planning permission to change the use of the land to part of the domestic curtilage of 20 Salem Walk, and enclose it with a 1.8m high fence, was refused earlier this year (see below). However, the Applicant has raised the following points in support of his current application. -
- 1 No boundary fence or means of enclosure is proposed;
 2. The land will be surfaced to match nearby communal car parking areas (i.e concrete);
 - 3 When the property was purchased from the Council, no off-street parking was allocated to

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- it, consequently both cars associated with the property currently have to park in the road,
4. The original approved plans of the estate show the land allocated as a parking area,
 5. Vehicles parked on the road greatly restrict visibility for oncoming traffic,
 6. Children in the area are at a high risk of being involved in an accident as the view is so poor; and,
 7. Both my vehicles have been damaged by other road users whilst parked on the road.

Relevant Planning History

- 7.4 The property was erected as part of the overall development of the Pearsons Farm estate, under ref 346/73. The layout plans for the estate illustrate a parking area to the rear of the property, on ground forming part of the current application site. Indeed, the layout plan illustrates the provision of a number of parking areas and garaging courts within the estate that have not been constructed, although a planning condition required the provision of these prior to the occupation of the dwellings. Instead, however, such land has been used for amenity greens. The passage of time has precluded the enforcing of the condition.
- 7.5 Permission to change the use of the land to part of the domestic curtilage of the property, including the erection of a boundary fence and gates, was refused earlier this year, ref. 99/00249/COU.

Consultations and Representations

- 7.6 **Rayleigh Town Council** states that it, "Strongly objects as this goes against Rochford District Council Local Plan which does not allow green lungs to be taken into residential ownership."
- 7.7 **The County Surveyor** considers the proposal *de-minimis*.
- 7.8 **The Council's Housing Manager** advises, as follows, "I have no objection to the request and in fact believe that the provision of additional parking will enhance the area. It will also reduce the amount of grassed land which is sometimes used for the playing of ball games, and which is subject to complaint. In supporting the request, I would advise that although the occupier was not allowed to purchase a parking bay, he was never denied the use of a parking bay on a first come basis. Should his application be successful then the applicant will be responsible for policing and maintenance."

Material Planning Considerations

- 7.9 The material considerations are set out by Policy H26 of the Council's Local Plan. This states, -

IN CONSIDERING APPLICATIONS FOR THE ENCLOSURE OF GRASS VERGES, AMENITY AREAS OR OTHER LAND, WHETHER PART OF THE HIGHWAY OR OTHERWISE, THE LOCAL PLANNING AUTHORITY WILL HAVE REGARD TO:

- 1. THE CONTRIBUTION MADE BY THE SITE TO THE GENERAL AMENITY AND CHARACTER OF THE AREA;**
- 2. THE CONTRIBUTION MADE BY THE SITE TO THE OVERALL DESIGN, LAYOUT AND SYMMETRY OF THE ESTATE OR LOCALITY;**
- 3. HIGHWAY SAFETY;**
- 4. THE DESIGN OF ANY ENCLOSURE, WALL OR FENCE;**
- 5. THE RETENTION OF IMPORTANT AMENITY TREES; AND,**
- 6. THE RELEVANT PROVISIONS OF APPENDIX 1.**

- 7.10 Planning permission to change the use of the land and to enclose it within the rear garden of 20 Salem Walk was refused earlier this year, ref. 99/00249/COU. It was considered that the erection of a high fence around the land would appear highly intrusive in the street scene. In the current application, however, no means of enclosure is proposed.
- 7.11 The application, as revised, proposes the hardsurfacing of an area measuring 5m x 5m, together with the requisite access off Boston Avenue. The remainder of the site would remain grassed. In terms of its effect upon the character of the area, it is noted that far larger communal car parks exist only a few metres to the north and south. It is considered that the effect of hardsurfacing this area of greensward would be modest, and would not have a detrimental effect upon the prevailing character of the estate. Planning conditions can be imposed to require the retention of the grassed area of the site, and prevent the erection of fences, walls, etc. This said, it is considered that a low wall (0.8m high) along the boundary with the adjacent footpath would benefit the proposal.
- 7.12 Furthermore, the provision of the parking area clearly allows cars that would otherwise be parked on the road, to be parked off-street. In this regard it is considered that the proposal would improve the visual amenities of the area and, also, the safety and convenience of pedestrians and car users.
- 7.13 It should be also noted that the planning permission for the estate approved the provision of a parking area in this location, and such should actually have been provided prior to the occupation of the dwellings. Although the planning condition requiring this is no longer enforceable, planning permission still exists for the provision of three parking spaces on the land, to serve the Applicant's property and others in the immediate area. Thus, the site's current use as an amenity green is, really, something of an anachronism.

Conclusion

- 7.14 Whilst applications such as this can often be controversial locally, that is not the case with this application and it is noted that no representations have been received from local residents. Indeed, the only objection received from Rayleigh Town Council, appears to object to the application "in principle", rather than the details of this particular case.
- 7.15 It is clear that each application should be considered on its merits and, on this basis, proposals which have a negligible effect upon a street scene, or which are of benefit in other ways, should be worthy of approval. In this regard, Members may wish to note that a proposal that was refused by this Committee at 20 Milton Close Rayleigh has been recently been granted planning permission on appeal.
- 7.16 It is concluded that this modest proposal complies with the relevant criteria of Policy H26 and, thus, a recommendation of approval is considered appropriate. Indeed, mindful of the previous permission for parking on this site, which is still extant, it is considered that a recommendation of refusal would be particularly difficult to defend.

Recommendation that this Committee resolves:

- 7.17 That the application be **APPROVED** subject to the following conditions

- 1 SC4 Time Limit Full – Standard
- 2 SC19 PD Restricted Fences Etc

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- 3 Prior to the commencement of the development hereby approved, the following plans and details shall be submitted to and be approved in writing by the Local Planning Authority -

- a) A plan drawn to a recognised scale indicating the provision of a parking area measuring 5m x 5m, together with the requisite access, and crossover off Boston Avenue; the erection of a 0.8m high brick wall along the length of the southern site boundary; and, the remainder of the site being retained as grass;
- b) Details indicating the intention to surface the parking spaces and access within the site with concrete (natural colour); and,
- c) A sample of the brick to be used in the erection of the wall

The parking area, grassed area and wall shall be completed in strict accordance with the above details prior to any use of the site being made for the parking of cars and shall, thereafter, be permanently maintained and retained in their agreed forms, unless otherwise agreed in writing with the Local Planning Authority.

- 4 The parking area hereby granted planning permission shall remain free of any impediment that inhibits or prevents its use for parking purposes.

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99/00625/COU



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Committee Report

8



Rochford District Council

To the meeting of: **PLANNING SERVICES COMMITTEE**

On : **16th DECEMBER 1999**

Report of : **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **GIRL GUIDE HOLIDAY ACCOMMODATION UNIT WITH
INTEGRAL KITCHEN, HALL AND STORE, ASSOCIATED ACCESS
AND CAR PARKING
GUIDEWOODS, BULLWOOD APPROACH, HOCKLEY**

Author : **Anita Wood**

Application No: **99/00647/FUL**

Applicant : **MRS P SHEPHARD**

Zoning : **METROPOLITAN GREEN BELT, AREA OF ANCIENT LANDSCAPE,
SPECIAL LANDSCAPE AREA, ROACH VALLEY CONSERVATION
ZONE**

Parish. **HOCKLEY PARISH COUNCIL**

Planning Application Details

- 8 1 This application proposes the demolition of an existing accommodation block, store and WC used by the girl guides and replace this with a larger accommodation unit. The original building has a footprint of 146sqm whilst the new building has a footprint of approximately 413sqm.
- 8 2 The proposed building is single storey with a very low pitch and incorporates four 6-bed dorms, two adult/leader rooms (with 6 beds), two toilet and shower blocks, a kitchen, several types of store and a main hall. The unit has been designed to accommodate both sexes as well as disabled users. The building is to be brick built, with a profile metal sheet roof and double-glazed. The entrance doors are to be double-glazed whilst other external doors and the window shutters are to be hardwood.
- 8 3 Associated with the new unit are an outdoor patio area, ten parking spaces and a turning head. Whilst the access road way is to be solid paved, the parking spaces are to be implemented using grass-crete blocks. This level of parking is a substantial increase from the current level of four spaces (and there is no facility for turning on site at the moment).
- 8 4 The site is located at the end of Bullwood Approach, and covers an area of 1.5Ha. There is a public footpath that runs alongside the eastern boundary of the site although this is not a designated or defined public footpath and is simply part of a network of routes that run through Hockley Woods. The site has a County Council Tree Preservation Order 4/49 that covers this site as well as 'Beeches Wood' a small area of woodland located to the northwest of the main Hockley Wood.

Relevant Planning History

- 8.5 **ROC/376/74 – The original accommodation block, store and WC** No conditions were added to the grant of approval in 1974.

Consultations and Representations

- 8.6 **Hockley Parish Council** raises no objection to the proposal
- 8.7 **Essex County Council (County Surveyor)** advises that the main access should be widened to 4.1m. The car parking spaces shall be properly laid out, paved and delineated and remain free of any impediment to their designated use, the accessway should be laid out and constructed in a permanent material.
- 8.8 **Essex County Council (Specialist Archaeological Advice)** confirms that no archaeological sites are likely to be affected by the proposal.
- 8.9 **Essex County Council (Woodlands Officer)** advises that the proposal will not result in the removal of a sufficiently large area of woodland of importance, to cause ecological damage, providing it is implemented well, and without adverse impact on retained trees, the proposal will have no adverse landscape impact.
- 8.10 **The Head of Leisure and Client Services (Woodlands and Environmental Specialist)** states that since there is a County Tree Preservation Order on the site the County Council officer will deal with the relevant issues.
- 8.11 **The Head of Corporate Policy and Initiatives** states that whilst the footprint of the proposed building is nearly three times that of the existing building the design is respectful of its woodland setting. However, it is advised that since the site is on the edge of the Area of Ancient Landscape beneficial management of the site should be part of any consent granted as well as restrictions to ensure that permanent residential use of the site does not occur.
- 8.12 **The Environment Agency** advises that the sewage treatment plant discharge will require the prior formal approval of the agency under Schedule 10 of the Water Resources Act 1991. (Means of foul drainage is via a 'Klargester Bio Disc' treatment unit into an open stream)
- 8.13 **Anglian Water** raises no objection to the proposal
- 8.14 **The Rochford Hundred Amenities Society** has no objection provided that there is no danger to wildlife from the discharge of chemicals with effluent running into an open stream

Material Planning Considerations

- 8.15 The main planning consideration would appear to be the appropriateness of the development given the Green Belt location of the site and the impact of the development on the landscape character designations

- 8.16 The application site, a roughly rectangular parcel of woodland falls within the Metropolitan Green Belt and the northern part of the site where the development is proposed is also recognised as forming part of an Area of Ancient Landscape. The southern part of the overall site, but excluding that part where the development is proposed also falls within the Special Landscape Area and Roach Valley Conservation Zone. In conjunction with these factors the overall site is within 20m of part of the Hockley Woods that are a Site of Special Scientific Interest, although the proposed development is some 70m from the SSSI

▪ **Metropolitan Green Belt**

- 8.17 Since the site is within the Metropolitan Green Belt, Policy GB1 of the Rochford District Local Plan is brought into force. The policy states that permission will not be given, except in very special circumstances, for the construction of new buildings, for purposes other than those that are suitable for the green belt. One of the suitable uses mentioned in the policy is that of small scale facilities for outdoor participatory sport and recreation.
- 8.18 Planning Policy Guidance Note 2 (Green Belts) advises that once Green Belts have been defined the use of land in them has a role to play in fulfilling six objectives. One of these objectives is to provide opportunities for outdoor sport and outdoor recreation near urban areas. Whilst the use is therefore identified as suitable, the Local Plan policy GB1 is a reflection of Policy S9 of the Essex Structure Plan since new buildings for outdoor sport and recreation will only be permitted if they are small scale. It is questionable that the proposed accommodation unit could be identified as 'small scale'.
- 8.19 As noted the unit has four six bed dorms and as such can accommodate mixed groups. The unit also has the potential to be used by the scouting movement as well as local schools for education and recreation purposes
- 8.20 It must therefore be assessed whether this is necessarily inappropriate development and whether there are justifiable reasons to allow a proposal that is not 'small scale' Clearly following the advice in PPG2 the use of the site and the building is suitable within the Green Belt It can also be argued that there are very special circumstances to justify a larger building on the site Firstly the Guides have had a long association with this site for recreational purposes and secondly the current building on the site is not only too small for the requirements but is also falling into a state of disrepair The new building would be built to current standards and would accommodate 24 children plus adults, which accommodates an average Guide/Brownie pack.

▪ **Special Landscape Area**

- 8.21 Policy RC7 of the Local Plan highlights the need for quality design within the designated Special Landscape Areas. Since this proposed development is close to this designation, the siting, location design and materials should accord with the character of the area.
- 8.22 The original accommodation unit is of a poor design and does not take into account the nature of the site. The proposed building is to be sited on the same position on the site as the existing building so as to minimise further potential impact on the rest of the site. The application site itself is located on the edge of the woodland area, close to the residential Bullwood Approach. There are also some residential dwellings located near to the site along Crown Road and Woodside Road.
- 8.23 With regard to the design of the building, the low pitch of the roof reduces the bulk and if the materials to be used are kept to dark 'natural' tones this will significantly reduce the visual prominence of the building on the site

▪ **Other Landscape/Conservation Interests**

- 8 24 The northern half of the site falls just outside of the boundary area of Ancient Woodland and the Roach Valley Conservation Zone, whilst the overall site is within 20m of the Site of Special Scientific Interest
- 8 25 Each of these designations has associated policies that are designed to control development that would adversely affect these areas. The main objectives of such policies are those of nature conservation and the co-ordination of land uses, including recreation as a means to furthering the objectives.
- 8 26 The site is also within part of the Woodland known as 'Beeches Wood' that is covered by a County Tree Preservation Order (4/49). This is mainly mixed hardwood with a small percentage of softwood. Clearly some trees will have to be removed to allow for the proposal and the development could be seen as contrary to such restrictive policies in that this replacement building, together with access and car parking will lead to the loss of a small area of ancient semi natural woodland. However, the restrictions imposed by such designations are tempered by the opportunity to clearly demonstrate that the reasons for the proposal outweigh the needs to safeguard the nature conservation value of this site, a point reiterated by the Essex County Council Woodlands Officer.
- 8.27 The site has had a long history as a campsite for the guide association and this is a small site area compared to the Larger Beeches Wood or indeed Hockley Wood. The County Woodlands officer suggests agreeing all construction details, restricting the camping use of the site and ensuring no further glades or fire pits be created as compensatory measures in the interests of nature conservation. However, apart from the construction details, it would be difficult to place a planning condition with regard to the other matters since it is questionable as to whether this is development or reasonable given the long established use of the site. The fact that the trees are protected by a Tree Preservation Order will go some way in restricting the availability of formally unused areas (either as campsites or as new glades/fire pits).
- 8.28 Since the site of the proposed building is on the very edge of the area of Ancient Landscape it is unlikely to adversely affect the nature and physical appearance of the landscape (especially if the use of materials is carefully controlled)

Conclusion

- 8.29 The guides have had a long established occupation on this parcel of land and it is an important resource for the guide movement in Essex. Due to the use of the site, the ecological value of the woodland has been degraded. The proposal is considered to be an appropriate use within the Green Belt and is unlikely to have a serious detrimental impact upon the various landscape and conservation interests. In addition it is considered that the new building is of a reasonable size when taken into account the fact that it has been designed to accommodate disabled users, both sexes and adults in conjunction with the necessary facilities (toilets, shower, kitchen etc). It is concluded that 'very special circumstances' exist to justify the larger accommodation unit, by relaxing Policy GB1 but bearing in mind the advice given in PPG2.

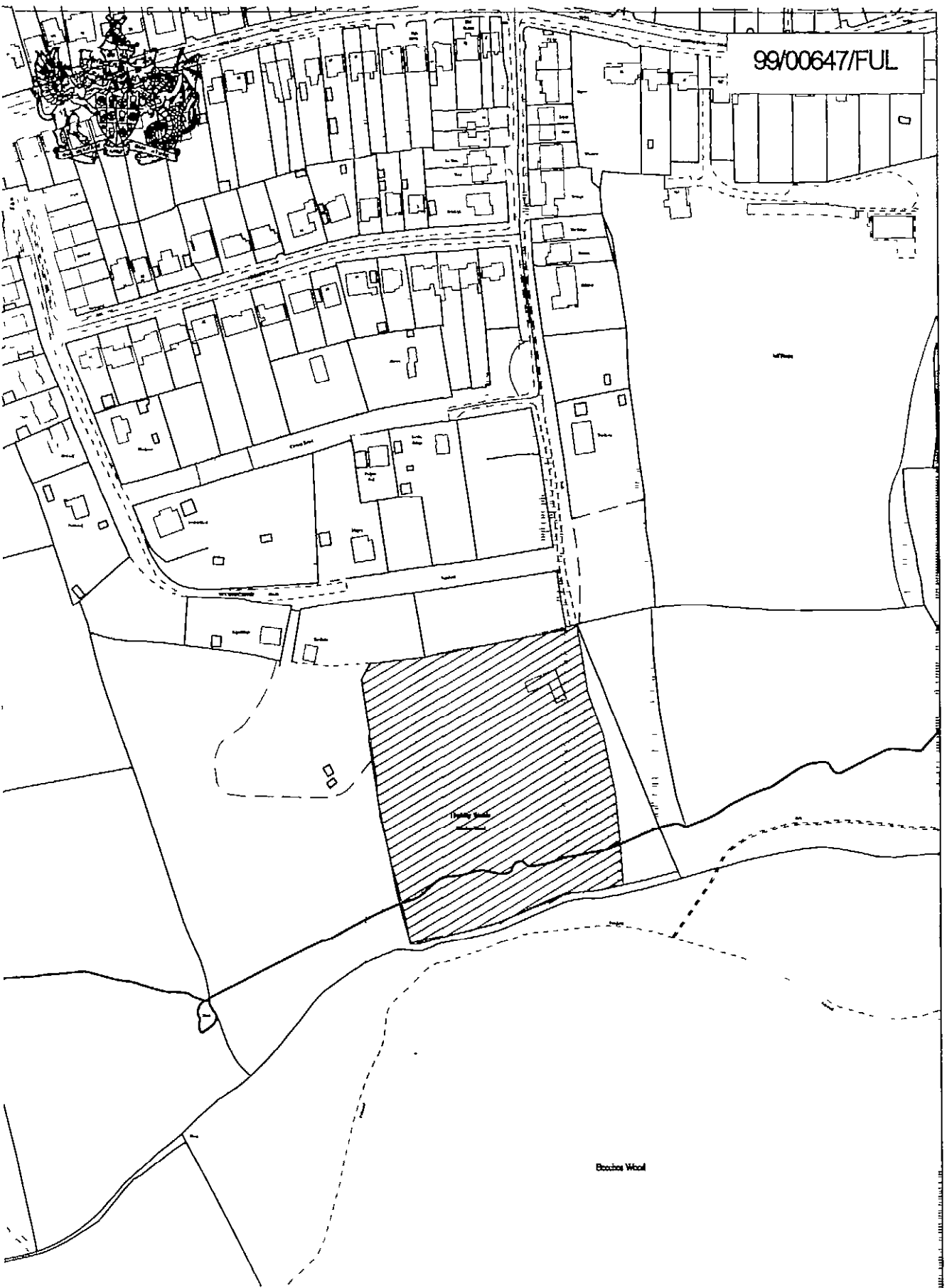
Recommendation that this Committee resolves:

- 8 30 That this application be delegated to the Corporate Director (Law, Planning & Administration) to **DETERMINE** subject to receipt of comment from English Nature, and including the following heads of condition;

- 1 SC4 Time Limits Full – Std
- 2 SC14 Materials to be used
- 3 SC76 Parking & Turning Space
- 4 SC79 Car Parking – Delineated
- 5 NS Vehicular Access (amended)

The vehicular access hereby permitted shall not be used by vehicular traffic before it has been constructed and completed in all respects at a width of 4.1m. The accessway shall also be laid out and in a suitable permanent material as agreed in writing with the Local Planning Authority. Thereafter the said access and accessway shall be made available for use and thereafter retained and maintained in the approved form.

- 6 SC85 Method Statement
- 7 SC60 Tree & Shrub Protection



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Committee Report

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Rochford District Council

To the meeting of: **PLANNING SERVICES COMMITTEE**

On : **16 DECEMBER 1999**

Report of: **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**

Title : **OUTLINE APPLICATION TO ERECT ONE 3-BED DETACHED BUNGALOW, DETACHED GARAGE AND LAY OUT ACCESS DRIVE
LAND REAR (CURRENTLY PART) OF 26 HIGH ROAD, HOCKLEY**

Author : **Kevin Steptoe**

Application No' **99/00558/OUT**

Applicant **BRYCE MEADOWS**

Zoning : **RESIDENTIAL**

Parish **HOCKLEY**

Site Frontage. **24m** Site Area **1082sqm**

Planning Application Details

- 9.1 This is an outline application with only siting and means of access to be considered at this stage. The development proposed consists of one 3-bed bungalow with a detached double garage. It is located in what is currently the rear garden area of 26 High Road. An access driveway is to be created to the new property which would run down the west side of the current boundary to no 26, requiring the demolition of the existing garage for no 26 and part of the adjacent car port. Access from High Road would be gained by the western most of the two existing accesses to no 26, which would be widened to allow for access to both no26 and the new plot.
- 9.2 The depth of the existing curtilage to no26 would be reduced by 33m, which would be incorporated into the new plot. This will still leave a garden with a depth of 18m and area of over 300sqm associated with no 26. The new bungalow will have a garden area of approx 348sqm.

Relevant Planning History

- 9.3 An outline application to erect two 3-bed bungalows on the plot was submitted last year (OL/0695/98/ROC). That application was refused and an appeal against refusal dismissed.

Consultations and Representations

9 4 The County Surveyor raises no objection, in principle, subject to the implementation of conditions which deal with

- the provision of visibility splays,
- the width of the driveway access, and
- that space is provided on the site for the parking and turning of vehicles.

9.5 The Environment Agency and Anglian Water have no objections.

9 6 Hockley Parish Council objects on the basis that.

- the proposals represent backland/ tandem development,
- development out of keeping and leading to a cramped appearance,
- the access arrangements are inadequate,
- precedent for other similar developments where infrastructure is over-stretched.

9 7 Seven local residents and one solicitor (on behalf of a resident) have written in objection to the proposals raising, in the main, the following issues:

- the proposals do not overcome the previous reasons for refusal and dismissal of the appeal;
 - the proposals represent backland development, are out of keeping with the character of the area and would set a precedent for other similar development;
 - they will have a detrimental impact on security and residential amenity;
 - they will result in additional traffic and noise, resulting in unsafe road conditions,
 - inadequate access is provided for emergency vehicles;
 - on site trees will be lost; and,
- the proposals are in conflict with the requirements of a private covenant on the site

Material Planning Considerations

9 8 These have largely been defined by the consideration of the earlier proposals for this plot, both by this authority and by the Planning Inspectorate. The previous proposals involved the construction of two bungalows. They were refused by this authority on the basis of:

- out of character with area,
- poor relationship with other properties leading to over-looking,
- inadequate parking and turning
- inadequate access for emergency vehicles
- inability to provide visibility splays
- creation of noise and introduction of activity
- precedent

9 9 When they were dealt with by the Planning Inspectorate the relevant issues were considered to be.

- the effect of the proposals on the character and appearance of the area,
- the effect on the residential amenity of existing and new occupiers in relation to noise, disturbance and over-looking, and
- whether safe and convenient access can be provided

9.10 With the exception of the issue of precedent, the authority and the Inspectorate dealt with the previous proposals on the basis of the same issues. The present proposals are considered below on that same basis again

Character

- 9.11 The proposals represent a form of backland development. This is not prohibited by the policies in the Local Plan (Policy H20), but a number of criteria are set out against which such proposals should be judged, one of these is the scale and visual appearance of the proposals. In relation to the proposal for two new dwellings, the Inspector considered that this did not reflect the generous space standards associated with this part of High Road. This is considered to be an appropriate view. However, there are few dwellings in the area with garden sizes as generous as that associated with no 26. To both the east and west of the site the garden sizes and plot sizes are smaller. On Fountain Lane to the west of the site there are smaller garden areas and Hawthorn Gardens certainly represents a higher density of development.
- 9.12 Given these characteristics of the area, it is considered that a single new dwelling, whilst intensifying the density of development in the area, does not have an unacceptable impact on the character. The plot that remains, no 26, is still generous (being over 770sqm). It is likely that public views will be restricted to those that can be had from the frontage, down the access driveway. Given that the proposed dwelling is at some distance from this viewpoint (over 60m) it is considered that the impact on the perception of the character of the area will not be significant. (The impact on neighbouring occupiers is set out below).
- 9.13 In addition, there are already at least two substantial buildings in the garden area to no 26. A large workshop building and an enclosed swimming pool. It is considered that the erection of the dwelling proposed, with the creation of a new curtilage, will have no more harmful impact on character than the existing buildings on the land.

Access

- 9.14 In relation to the earlier proposals, the Inquiry Inspector was concerned that inadequate parking and turning space had been provided, which may result in reversing of vehicles along the access driveway, and that there was insufficient access for emergency fire vehicles.
- 9.15 Members will note the comments of the County Surveyor in relation to the current proposals. As only one property is now proposed, only two parking spaces are required. The proposals show a double garage and a further two spaces. In addition there is a separate turning area. An accessway of 4.1m width is to be provided tapering down to 2.8m width (approx) at a distance of 28m from the dwelling. 1.5m visibility splays are to be provided either side of the junction of the access with the highway.
- 9.16 The characteristics of the accessway meet the requirements of the Highway Authority with regard to vehicular access and, in that respect, they are considered acceptable. In relation to fire vehicles, the building regulations require that, in addition to being able to gain access to within 45m of premises, fire vehicles need to be able to turn round to leave a site in forward gear. A turning area capable of accommodating a fire vehicle is not included within the proposals, but could be so included with amendment to the scheme. However, any such amendment would inevitably detract from the visual appearance of the scheme (requiring more areas of hard surfacing and less landscaping).

Residential Amenity

- 9.17 The main impacts on residential amenity are caused by virtue of the introduction of noise and reduced amenity and by over looking leading to a loss of privacy. The current rear garden of no 26 is certainly a quiet environment compared with the frontage that is dominated by the noise and activity of traffic on High Road. Creating a 6m or wider gap into the existing frontage will allow the noise and activity to penetrate further into the rear garden area and to the garden area of no 32 adjacent to the west.

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- 9 18 The traffic associated with one dwelling, whilst it may be limited, will also introduce further noise, activity and disturbance into the area. Whilst there is proposed to be a 1.5m landscaped strip adjacent to no 32, much of the established planting would have to be removed to allow the proposals to proceed. As a result, and as the proposed driveway runs the full length of the rear garden of no 32, it is considered that the proposals represent an unacceptable impact on the amenity of the amenity and enjoyment of the garden area by these residents.
- 9 19 To the other side, the access way is proposed to run immediately adjacent to the new boundary to the reduced garden area of no 26. Again, despite the form of boundary treatment that could be implemented, it is considered that the proposals will have an unacceptable affect on amenity for those occupiers too.
- 9.20 The development proposed is a bungalow. Due to its location and the control the authority has over its aspect, it is not considered that the proposed development will have a harmful impact on the amenity of existing residents by virtue of over looking.
- 9.21 However, the bungalow is proposed to be located adjacent to two storey development to the north east and east (Hawthorn Gardens). The main rear windows of no 41 Hawthorn Gardens face southwards. From these, views could be had over much of the secondary garden area associated with the bungalow (to be located beyond its garage) at close distance. On the flank elevation of no 41 is a utility room and a secondary door. A 1.8m close-boarded fence forms the boundary here. However, no 41 is set at a higher level than the land on which the new dwelling is proposed, by 30 – 40cm approx. As a result it is likely that privacy in the main garden area associated with the new bungalow will be compromised.
- 9 22 No 22 Hawthorn Gardens has main rear elevation windows that face west. Again it is likely that, from this dwelling, views will be had at close proximity, of a further area of the main garden area of the proposed bungalow. It is considered that, in combination, the degree of possible overlooking results in a poor level of amenity for any occupiers of the proposed dwelling.

Conclusion

- 9 23 The reduction in the scale of the proposals, from two dwellings to one, favourably addresses satisfactorily the concerns expressed by the Inspector in relation to the scale of development. The access arrangements have also been reconfigured so that they too are now acceptable, apart from the measures necessary to accommodate fire vehicles. However, as with the proposal for two dwellings, concerns remain in relation to the impact on amenity, by virtue of noise, disturbance and activity and the potential that the occupiers of the proposed dwelling will have a poor level of privacy.
- 9 24 It is considered that the weight that should be attached to these harmful aspects is more significant than the characteristics of the proposals that are no longer considered to be harmful. Therefore the development does not accord with the requirements of the authority as set out in local Plan policy H20 and the guidance in Appendix 1 and should be resisted.

Recommendation that this Committee resolves:

- 9 25 That this application should be **REFUSED** for the following reasons:

- 1 The proposals result in the creation of a new access driveway adjacent to both the existing curtilage of no 32 High Road and the proposed new curtilage of 26 High Road. The use of the new access way will, in the view of the Local Planning Authority, result in an unacceptable change in the level of noise, activity and disturbance experienced by the occupiers of those existing dwellings in their rear garden areas. This is contrary to the requirements of the authority set out in policy H20 and the supplementary planning guidance in Appendix 1 of the Rochford District Local Plan.
- 2 The location of the proposed dwelling and associated garden areas is such that the private garden area to it is likely to be over looked, at close proximity, by the occupiers of existing properties to the east and north east. This will result in a poor level of privacy and amenity for any occupiers of the proposed dwelling in its associated garden area. This is contrary to the requirements of the authority set out in policy H20 and the supplementary planning guidance in Appendix 1 of the Rochford District Local Plan and the Essex Design Guide.
- 3 The access driveway proposed is not sufficient, in terms of turning facilities, to allow a fire engine vehicle to both enter and leave the site in forward gear whilst reaching a point within 45m of the whole of the ground floor of the vehicle. As such, the access proposed to be created is deficient in this respect, with the consequent possibility of inadequate protection from fire hazards for occupiers.



99/00558/OUT

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Committee Report

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Rochford District Council

To the meeting of. **PLANNING SERVICES COMMITTEE**
On : **16 DECEMBER 1999**
Report of. **CORPORATE DIRECTOR (LAW, PLANNING & ADMINISTRATION)**
Title **ERECT 5-BED DETACHED HOUSE WITH INTEGRAL DOUBLE GARAGE**
PLOT 2, SITE OF OAKLANDS, FOLLY CHASE, HOCKLEY
Author : **Kevin Steptoe**

Application No. **99/00689/FUL**
Applicant : **MR G BRADFORD**
Zoning **RESIDENTIAL / METROPOLITAN GREEN BELT**
Parish. **HOCKLEY**
Site Frontage: **22m**

Planning Application Details

- 10.1 The site of the application, until recently, comprised half of the plot of a bungalow which previously existed on the land. The land to the north (the other half of the former bungalow site) was the subject of a separate application for a house. That was permitted in August 1999.
- 10.2 This application plot is 22m wide at the frontage. The proposed house has a width of 18.5m approx, including side chimneys. The ridge height of the property would be 9.5m. Vehicular access is to be created from the side west corner of the plot, with a turning area within it.
- 10.3 This application has been submitted following the refusal of application 99/00230/FUL, see below. The applicants have appealed against the refusal of that application, but have submitted this application, as a basis on which the matter could be resolved outside of the appeal process.
- 10.4 Given that an appeal Informal hearing is timetabled for late January, it is felt appropriate to bring this matter to Members attention quickly to allow early consideration and hopefully avoid abortive work on the appeal. As a result, consultation periods have not expired at the time of formulation of this report, but will be by the date of the Committee meeting. Any additional response to consultation will, of course, be reported to the meeting in the addendum sheet or verbally.

Relevant Planning History

- 10.5 As indicated above, an application for planning permission for the same style of property, with the same number of bedrooms, was submitted in April 1999. That application was reported to the Council's Planning Services Committee meeting of 30 September 1999. It was refused on the basis that the proposals would constitute an over development of the site, given that the rear face of the building would be on the boundary of the green belt and that no rear garden area would be provided within the residential zone. That decision is now the subject of the appeal

Consultations and Representations

- 10.6 The **County Surveyor** suggests the application of conditions dealing with visibility splays, parking and turning spaces and the surfacing of the accessway.
- 10.7 The **Environment Agency** has no objections.
- 10.8 The **Head of Corporate Policy and Initiatives** considers that, whilst the space shown around the building may not represent useable garden, the proposals would probably be difficult to defend at appeal as they comply with the spirit of the minimum garden area requirements. It may be possible to achieve more space at the rear by reducing the size of the proposed dwelling.
- 10.9 **Hockley Parish Council** has no objections.

Material Planning Considerations

- 10.10 The issue to be considered in this case is the same as that set out in the report that dealt with application 99/00230/FUL. This was the location of the proposed dwelling in relation to the green belt boundary and the impact that the development will have on the objectives of green belt protection policies.
- 10.11 The site is bisected by the land use zoning set out in the Local Plan. The frontage of the site is located in the residential zone whilst the rear part is within the Green Belt. However, it must be remembered, that the site forms part of a plot that has been in domestic residential use for some considerable time namely, the entire area of this application site including the Green Belt part was all formerly the part of the long standing domestic curtilage of the bungalow that previously existed on the land. It is planted with a number of specimen coniferous trees. There has been some shrub planting (which has become overgrown whilst the bungalow on the site has been unoccupied) and the remainder of the garden area is lawned.
- 10.12 To the rear of the plot there is a significant area of woodland. To the north, permission has been granted for the development of a further detached new dwelling. The characteristics of this development are similar, in that part of the residential curtilage is within the residential zone, whilst part of it is within the Green Belt. In that case, approx 84sqm of the curtilage would be within the residential zone. Overall, more than the 100sqm minimum garden area was to be provided.
- 10.13 Given this fact, that the character of the land was already residential and that it was only to be sub-divided once (as opposed to other proposals, where a greater degree of sub-division leads to a more harmful impact on the open character) it was considered that those proposals could not be resisted. Hence, permission was given.



- 10.14 In this case, and as the proposals now stand, a residential garden area of 61.5sqm is to be provided to the rear of the property and within the residential Local Plan zone. A further area of 35sqm is to be provided to one side of the dwelling. Add to this a small area of garden to the other side of the dwelling, then the minimum local Plan guideline of 100sqm is reached.
- 10.15 The shape of this garden area is not ideal, in that it wraps around the dwelling, rather than being created in one block. What must be remembered is that a far bigger garden area is actually being created, calculated to be over 1200sqm. Although most of this is outside the residential zone, it will appear as a single garden area continuous with that in the residential zone. There will be no distinguishable boundary. The overall garden is clearly far in excess of the minimum guideline set out in the Local Plan and can continue to be lawfully used for that purpose irrespective of the Green Belt notation.
- 10.16 It is also the case, that the character of the land does not change significantly. All of the site is currently within a residential curtilage and remains as such. Its residential character effectively is unchanged. The only real impact on the existing character of the land beyond the residential zone, is the sub-division of the plot. This does have an impact, but it is not considered to be so significant that it is a matter on which the proposals should be resisted. Additionally, to make any refusal on this basis more tenuous, that impact (ie the sub-division) is already permitted by virtue of the earlier proposals referred to, permission 99/00230/FUL.
- 10.17 Moving the proposed dwelling within the plot, further forward to enlarge the rear garden area within the residential zone, is not a practicable option. This is because it would then have a poor relationship with the neighbouring property to the north. Neither is it considered reasonable or necessary to require the applicant to do so, given the overall extent of the garden area and its current use and character.
- 10.18 Clearly the applicant does not favour reducing the size of the proposed property. It is large, but not dissimilar to the character of other properties in close vicinity and indeed, immediately to the south, thus in terms of character it is acceptable.
- 10.19 As should be evident from the above, overall this proposal does not constitute cramming of built development in the residential zone at the expense of the Green Belt element.

Conclusion

- 10.20 The impact of the proposals has been considered very carefully given the location and the zoning for the site. The actual harm that the proposals would cause has been weighed against the actual intent of the policies of the authority in relation to the protection and retention of the Green Belt.
- 10.21 The scale and size of the dwelling, and its location within the site is considered to be acceptable. With regard to the garden area, a garden of over 1200sqm is to be created. Far in excess of the Local Plan guidelines. Whilst the majority of this garden is to be within the Green Belt, it must be remembered that the character of that garden is already residential and that the actual overall size of it comparatively reduces the impact of the development on the character of the Green Belt.
- 10.22 In addition, whilst not of an ideal shape, a garden area of 100sqm is actually to be provided within the residential zone. Given this, the current character of the land and the permission that has been granted and is being implemented to the north, it is considered that this proposal should be allowed to proceed, and that any refusal would indeed be very difficult to substantiate and defend in an appeal situation.

Recommendation that this Committee resolves:

10.23 That the application be **APPROVED** subject to the following heads of conditions:

- 1 SC4 Time Limits -- standard
- 2 SC22 Permitted Development Restriction – windows above first floor finished floor level
- 3 SC23 Permitted Development Restriction – Obscure Glazing
- 4 SC14 Materials of Construction
- 5 SC50A Means of Enclosure
- 6 SC59 Landscape Design
- 7 SC69 Vehicular Access Details
- 8 SC74 Driveways Surfacing
- 9 SC81 Garage and Hardstand
- 10 SC16 Permitted Development Restriction - outbuildings and extensions within the Green Belt part of the site



DELEGATED PLANNING DECISIONS - 16th DECEMBER 1999

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

Application No . 98/00212/FUL Decision : **Refuse Planning Permission**
Location Barrow Hall Farmhouse Barrow Hall Road Great Wakering
Proposal : Replace Chimney Stack, Raise Roof of Lean-to and Erect Conservatory
Applicant Mr And Mrs B D W Hayes

- 1 The proposed rear conservatory by reason of its projection, configuration and design would be detrimental to the character and appearance of the Listed Building and is considered inappropriate given the longitudinal emphasis of the building. Furthermore, it does not preserve or enhance the character of the building.

Application No 98/00213/LBC Decision : **Refuse Listed Building Consent**
Location Barrow Hall Farmhouse Barrow Hall Road Great Wakering
Proposal . Replace Chimney Stack, Raise Roof of Lean-to and Erect Conservatory
Applicant : Mr And Mrs B D W Hayes

Application No . 98/00244/FUL Decision **Application Permitted**
Location . Land Adjacent Arden Hillside Road Eastwood
Proposal : Erect One 4-Bed House with Integral Garage
Applicant : Mrs R Harrington

Application No : 99/00264/COU Decision **Grant Planning Permission (COU)**
Location . Barling Hall Church Road Great Wakering
Proposal : Change of Use to Section of Agricultural Buildings Partially for Carpet Storage Cutting and Sampling Purposes and Partially for the Keeping and Riding of Horses.
Applicant Mr Colin Young

Application No . 99/00329/FUL Decision . **Application Permitted**
Location . 44 Oak Walk Hockley Essex
Proposal . Two Storey Extension at Side and Detached Garage
Applicant : D Chambers

Application No . 99/00408/ADV Decision : **Grant Advertisement Consent**
Location . 1-9 Ferry Road Hullbridge Hockley
Proposal . Display of an Internally Illuminated ATM Sign
Applicant : The Bank Of Scotland

Application No : 99/00424/FUL Decision : **Application Permitted**
Location : 31 Eastwood Road Rayleigh Essex
Proposal : Install Air Conditioning Condensing Unit
Applicant : Seetec Business Technology Centre Ltd

Application No : 99/00436/FUL Decision : **Application Permitted**
Location : 6 Englefield Close Hockley Essex
Proposal : Rear Conservatory Extension and Two Storey Side Extension to Link
Existing House and Garage Extending Over Garage with Pitched Roof
and Dormer Windows to Front and Rear
Applicant : D Watts

Application No : 99/00468/FUL Decision : **Application Permitted**
Location : 17 Doulton Way Rochford Essex
Proposal : Conversion of Integral Garage into Living Accommodation
Applicant : Mr & Mrs Thomas Kennedy

Application No : 99/00482/OUT Decision : **Refuse Planning Permission**
Location : 33 White Hart Lane Hockley Essex
Proposal : Erect One Detached Chalet Bungalow with Detached Garage
Applicant : Mr & Mrs A Rimmer

- 1 The proposed bungalow, if permitted to the front of the existing two storey dwelling would create a 'tandem relationship' with the existing dwelling directly facing and overlooking the rear of the proposed bungalow. This is an unacceptable form of development which would not create satisfactory levels of privacy or residential amenity for occupiers of the proposed dwelling. It would also be a cramped form of development out of character and having a poor relationship with the existing pattern of development in the street scene. It could result in a change in the character of the existing dwelling to that of an unacceptable form of backland development without a conventional street frontage, contrary to the spirit of Policy H20 of the Rochford District Local Plan, and would also create a precedent for similar inappropriate forms of development nearby.

Application No : 99/00500/FUL Decision : **Refuse Planning Permission**
Location : 12 Dartmouth Close Rayleigh Essex
Proposal : Retention of Existing Boundary Fence (Max Height 1.8m)
Applicant : W J & L F Wharnsby

- 1 The fence as existing blocks visibility when exiting onto the highway, especially that of any vehicle exiting from the next door property, no. 14 Dartmouth Close. The lack of such visibility may well create conditions of danger and obstruction to other highway users, to the detriment of highway safety.

- 2 The fence as existing in this location to the site frontage does not have any regard to the visual amenity of the street scene in terms of either height or materials used. Such an enclosure is not considered suitable to the plot frontages of nos 12 and 14 Dartmouth Close, it is also intrusive to the setting of these properties in the street scene which is otherwise predominantly open in character.

Application No : 99/00526/FUL Decision : **Application Permitted**
Location : 12 Creek View Avenue Hullbridge Hockley
Proposal : Rear Dormer Extension
Applicant : Mr Wheeler

Application No : 99/00541/FUL Decision : **Application Permitted**
Location : Land Bottom Potash Hill Hall Road Hockley
Proposal : Creation of New Access to Highway with Wooden Gate.
Applicant : David Keddie

Application No : 99/00561/FUL Decision : **Application Permitted**
Location : 79 Louis Drive Rayleigh Essex
Proposal : Alterations to Roof (Including Raising Height of Ridge) and Two Storey Extension to Rear
Applicant : Mr & Mrs D Bishop

Application No : 99/00567/FUL Decision : **Application Permitted**
Location : 10 Selbourne Road Hockley Essex
Proposal : Rear Lounge Extension
Applicant : J Thoroughgood

Application No : 99/00570/FUL Decision : **Application Permitted**
Location : Land Adj No 12 Poplars Avenue Hockley
Proposal : Erect 4 Bed Detached House with Integral Garage
Applicant : S Page

Application No : 99/00574/FUL Decision : **Application Permitted**
Location : Braemar Church Road Rawreth
Proposal : Rear Dormer Extension
Applicant : Mr H Nelson

Application No : 99/00579/FUL Decision : **Application Permitted**
Location : 15 Hill Lane Hockley Essex
Proposal : Extend Existing Side Dormer with Pitched Roof Over and Create Additional One Storey Side Extension
Applicant : John & Madge Morgan

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Application No : 99/00580/FUL Decision : **Application Permitted**
Location : 66 Woodlands Road Hockley Essex
Proposal : Single Storey Rear Extension
Applicant : Mr & Mrs Dickel

Application No : 99/00585/FUL Decision : **Application Permitted**
Location : 19 Padgetts Way Hullbridge Hockley
Proposal : Extend Rear Dormers, Extend Garage to Front and Provide Balcony
Over with Access Via New Dormer
Applicant : Mr & Mrs McRae

Application No : 99/00586/FUL Decision : **Application Permitted**
Location : 5 Bardfield Way Rayleigh Essex
Proposal : Rear Conservatory
Applicant : Mrs V Hayden

Application No : 99/00587/FUL Decision : **Application Permitted**
Location : 17 Manns Way Rayleigh Essex
Proposal : Rear Conservatory
Applicant : Mr & Mrs Lee

Application No : 99/00595/FUL Decision : **Application Permitted**
Location : 31 Derbydale Rochford Essex
Proposal : Two Storey Extension at Side
Applicant : Mr & Mrs P Johnson

Application No : 99/00599/FUL Decision : **Application Permitted**
Location : 17 Butts Paddock Canewdon Rochford
Proposal : Retention of Conservatory
Applicant : Mr & Mrs Popham

Application No : 99/00600/FUL Decision : **Application Permitted**
Location : Land Adj 20 Kestrel Grove Rayleigh
Proposal : Erect Pair of Semi-detached 3-Bed Houses
Applicant : Wilcon Homes Eastern Ltd

Application No : 99/00602/FUL Decision : **Application Permitted**
Location : Land Rear Of 1-8 Robert Leonard Industrial Site Aviation Way
Proposal : Erect Three Industrial Units for B1, B2 or B8 Use, One Office Unit and
Associated Access and Car Parking.
Applicant : Robert Leonard Estates Limited

RLV.

Application No : 99/00604/COU Decision : **Application Permitted**
Location Unit 8, Westfield Close Rawreth Industrial Estate Rawreth Lane
Proposal : Use of Car Parking Bay for the Siting of an LPG Autogas Tank and
Dispenser
Applicant : Michael J Bonny

Application No . 99/00605/FUL Decision : **Application Permitted**
Location 11A Victoria Road Rayleigh Essex
Proposal : First Floor Side Extension Over Existing Garage (Amended Design to
Permission 99/398).
Applicant : Mr Croft

Application No . 99/00606/FUL Decision : **Application Permitted**
Location : 195 Eastwood Road Rayleigh Essex
Proposal : Pitched Roof First Floor Dormer Window to Rear and First Floor
'Eyebrow' Window to Front
Applicant . Mr & Mrs Spraggon

Application No : 99/00607/FUL Decision : **Application Permitted**
Location . 183 Rectory Avenue Rochford Essex
Proposal : Provision of Dormer Window at the Front
Applicant : Mr & Mrs I Walker

Application No . 99/00608/FUL Decision . **Application Permitted**
Location : 16 Holly Tree Gardens Rayleigh Essex
Proposal : Creation of Roof Extension (Side Dormer) to Allow Formation of
Additional Bedroom.
Applicant . M Ives

Application No : 99/00611/FUL Decision **Application Permitted**
Location : 20 The Ridings Rochford Essex
Proposal : Single Storey Rear Extension and Conservatory
Applicant : Mr & Mrs Ray

Application No . 99/00614/FUL Decision : **Application Permitted**
Location 25A Sutton Court Drive Rochford Essex
Proposal : Addition of Two Dormer Windows to Front and One to Rear to Allow
Creation of Rooms in Roofspace
Applicant Mr & Mrs S R Alden-Smith

RPU.

Application No . 99/00615/FUL Decision : **Application Permitted**
Location . Woodbridge Rebels Lane Great Wakering
Proposal . Enlargement of Existing Bungalow by Means of Two Storey Extension
to Rear and Addition of First Floor with Dormer Window to Front and
Both Sides
Applicant . G Seaton

Application No . 99/00617/FUL Decision : **Application Permitted**
Location 17 Padgetts Way Hullbridge Hockley
Proposal : Extension of Rear Dormer Together with Single Storey Front Extension
Including Balcony Over.
Applicant : Mr & Mrs J Weeks

Application No : 99/00619/FUL Decision : **Application Permitted**
Location . 40 Havenside Great Wakering Southend-On-Sea
Proposal : Retain Existing Garage
Applicant . Mr & Mrs Cox

Application No : 99/00620/FUL Decision : **Refuse Planning Permission**
Location . The Brambles Clements Hall Lane Hockley
Proposal . Alteration to Roof Shape Increasing Height and Changing Existing Hips
to Gables to Enable the Addition of a Second Storey with Three Dormers
Each to Front and Rear.
Applicant : Mr & Mrs Noad

- 1 The Rochford District Local Plan First Review shows the site to be within the Metropolitan Green Belt and the proposal is considered to be contrary to Policy GB1 of the Local Plan and to Policy S9 of the Essex Structure Plan. Within the Green Belt, as defined in these policies, planning permission will not be given, except in very special circumstances, for the construction of new buildings or for the change of use or extension of existing buildings (other than reasonable extensions to existing buildings, as defined in Policies GB2 and GB7 of the Local Plan). Any development which is permitted shall be of a scale, design and siting, such that the appearance of the countryside is not impaired.

Policy GB7 of the Local Plan provides that the total size of a Green Belt dwelling as extended, including any extension which may have previously been added, will not normally exceed the original floor space by more than 35 square metres. Furthermore, the raising of the roof, additional roof bulk and creation of the second floor is contrary to the policy with a resultant bulk and adverse effect on the openness of the Green Belt.



Application No 99/00621/FUL Decision : **Refuse Planning Permission**
 Location . 138 Rawreth Lane Rayleigh Essex
 Proposal Two Storey and First Floor Extensions to the Front and Rear 3 no
 Dormer Windows to the Front Together With Single Storey Extensions
 to the Rear.
 Applicant : Jean-Claude Andersson

- 1 The proposed first floor and two storey rear extensions would, by reason of their scale, projection and flat-roofed design, constitute discordant, incongruous and unsympathetic features, detrimental to the character of the property and the visual amenities of the surrounding area

Application No . 99/00626/FUL Decision : **Application Permitted**
 Location . 18 Caernarvon Close Hockley Essex
 Proposal . Front Porch Extension
 Applicant : Mr & Mrs D Barnes

Application No 99/00629/FUL Decision . **Application Permitted**
 Location : 110 The Chase Rayleigh Essex
 Proposal : Single Storey Rear Extension Incorporating Conservatory
 Applicant : Mr & Mrs M Prasser

Application No : 99/00633/FUL Decision : **Application Permitted**
 Location . 1 Hambro Avenue Rayleigh Essex
 Proposal . Extension to an Existing Front Dormer
 Applicant : Mr E L & Mrs J Stangleman

Application No : 99/00646/FUL Decision . **Application Permitted**
 Location : 45 Crown Hill Rayleigh Essex
 Proposal . Rear Conservatory Extension
 Applicant . Mrs Hind

Application No : 99/00662/FUL Decision : **Application Permitted**
 Location . 27 Holly Tree Gardens Rayleigh Essex
 Proposal : Single Storey Side and Rear Extension
 Applicant . Mr & Mrs Baines

REV.

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

16th December 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/501	16, Everest Rayleigh	Convert Garage to Dining Room
BN 99/505	Danegate Louise Road Rayleigh	Cavity Wall Insulation
BN 99/506	14, Brixham Close Rayleigh	Cavity Wall Insulation
BN 99/507	20, Southend Road Hockley	Side & Rear Two Storey Extension
BN 99/508	Plot 2, 2, West Avenue Hullbridge	New Dwelling
BN 99/512	15, Alexandra Road Ashingdon	Garage Conversion
BN 99/513	4, Greenfields Rochford	Cavity Wall Insulation
BN 99/514	2, Jubilee Cottages Paglesham Road Paglesham	Two Storey Rear Extension
BN 99/515	31, Victoria Road Rayleigh	Flat Roof Dormer on the Rear Elevation
BN 99/522	95, High Road Rayleigh	Side Chimney Stack
BN 99/525	5, Harewood Avenue Rochford	Conversion of Chalet into House
BN 99/526	17, Woodpond Avenue Hockley	Single Storey Rear Extension and Internal Alterations
BN 99/528	86, Crouch Avenue Hullbridge	Cavity Wall Insulation
BN 99/529	36, High Road Hockley	Convert Existing Loft Area to Bathroom and Insert New Window
BN 99/532	121, Eastwood Road Rayleigh	Cavity Wall Insulation

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

16th December 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/533	The Barn Eastwood Rise Eastwood	Installation of Sewage Treatment Unit
BN 99/534	16, Lodge Close Rochford	Two Storey Side Extension
BN 99/535	1D, Eastern Road Rayleigh	Cavity Wall Insulation
BN 99/540	Brooklands Apton Hall Road Canewdon	Single Storey Side Extension
BN 99/542	101, Lower Road Hullbridge	Rooms in Roof Space to Form Two Bedrooms
BN 99/545	357, Eastwood Road Rayleigh	Front Extension
BN 99/547	17, Twyford Avenue Great Wakering	First Floor Rear Extension
BN 99/548	49, Plumberow Avenue Hockley	Erect Pitched Roof to Replace Existing Flat Roof
BN 99/550	49, Hillcrest Avenue Hullbridge	Convert Garage to Habitable Room
BN 99/551	3, Havenside Great Wakering	Single Storey Extension
BN 99/554	250, Rectory Road Hockley	Alterations to Provide Shower Room
BN 99/555	37, Teignmouth Drive Rayleigh	Single Storey Front Extension
BN 99/559	93A, New Road Great Wakering	Rooms in Roof
BN 99/561	73, Keswick Avenue Hullbridge	Rooms in Roof
BN 99/562	10, Trinity Road Rayleigh	Renovate Existing Bungalow

R.W.

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

16th December 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/564	34, High Road Rayleigh	Remove Existing Front Bay, Erect Conservatory and Enlarge Ground Floor Cloakroom
BN 99/565	44, Park Gardens Hockley	Lounge Diner
BN 99/569	22, Hawkwell Park Drive Hockley	Re-Instatement of Obstructed Drain
BN 99/571	13, Causton Way Rayleigh	Cavity Wall Insulation
BN 99/575	30, Hambro Avenue Rayleigh	Garage Conversion and Garage Extension
BN 99/577	28, Rochefort Drive Rochford	Single Storey Extension
BN 99/578	21, Meadow Road Hullbridge	Cavity Wall Insulation
BN 99/581	12, Jubilee Road Rayleigh	Alterations to Existing Out Buildings to Form a New Kitchen Extension
BN 99/582	34, Stambridge Road Rochford	Ground & First Floor Rear Extension
BN 99/583	19, Albert Close Rochford	Extension to Dormer
BN 99/584	21, Albert Close Rochford	Extension to Dormer
BN 99/594	8, Victoria Drive Great Wakering	Loft Conversion
BN 99/596	8, Brookside Hockley	Replacement Garage
BN 99/597	69, Avondale Road Rayleigh	Ground Floor Rear Extension
BN 99/598	29, The Paddocks Rayleigh	W.C. & Porch Extension
BN 99/599	56, Lower Road Hullbridge	Convert Existing Flat Roofed Garage to Hipped Roof

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

16th December 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/601	84, Hullbridge Road Rayleigh	Rear Extension
BR 99/148A	Leyland Farm Lower Road Hockley	Detached Farm House
BR 99/359	Land Adj. 110, The Chase Rayleigh	Detached House
BR 99/400A	105, Weir Gardens Rayleigh	Loft Conversion
BR 99/483A	Highfield Lodge Church Road Hockley	Extension, Alterations & Detached Garage
BR 99/503	Brackens Eastwood Rise Leigh on Sea	Attached Garage
BR 99/511	30, Belchamps Way Hockley	Room in Roof
BR 99/516	35, Highfield Crescent Rayleigh	Single Storey Rear Extension & Conservatory
BR 99/521	20, The Ridings Rochford	Pitch Roof Extension on the Rear Elevation
BR 99/536	26, Southview Road Hockley	Room in Roof
BR 99/539	224, Main Road Hawkwell	Single Storey Rear Extension
BR 99/543	59, Alexandra Road Rochford	Extension to Gable & Loft Rooms
BR 99/546	25, Broad Way Hockley	Extension to Rear & Internal Alterations
BR 99/549	2, Gregory Close Hockley	Flat Roof Dormer on the Rear Elevation
BR 99/557	27, Holly Tree Gardens Rayleigh	Proposed Pitched Roof Extension on the Side & Rear Elevations

APV

DELEGATED BUILDING REGULATIONS DECISIONS

APPROVALS

16th December 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 99/576	4, Rochford Hall Close Rochford	Extension to Rear

REV.

DELEGATED BUILDING REGULATIONS DECISIONS

REJECTIONS

16th December 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 99/524	18, Totman Crescent Brook Road Industrial Estate Rayleigh	Internal Alterations
BR 99/520	22, Wimarc Crescent Rayleigh	Side Extension

ROCHFORD DISTRICT COUNCIL

Minutes of the Transportation & Environmental Services Committee

At a meeting held on 21 December 1999. Present: Councillors R Adams, R S Allen, C I Black, J M Dickson, Mrs J E Ford, D M Ford, Mrs H L A Glynn, J E Grey, D R Helson, A Hosking, R A Pearson, Mrs M J Webster, and D A Weir

Apologies: Councillors G C Angus, K A Gibbs, Mrs J M Giles, Mrs A R Hutchings, V D Hutchings, C C Langlands, Mrs V M Stevenson, and Mrs M S Vince.

Substitutes: Councillors Mrs J Helson, C R Morgan and Mrs M A Weir

Visiting: Councillors N Harris and P F A Webster

497. MINUTES

The Minutes of the Meeting of 18 November 1999 were approved as a correct record and signed by the Chairman, subject to it being noted that Councillor Mrs M J Webster was also present

498. ESSEX AND SOUTHEND WASTE LOCAL PLAN

The Committee considered the Report of the Head of Corporate Policy & Initiatives which updated Members on the Waste Local Plan and events that occurred during the presentation of the Rochford evidence.

During debate, it was confirmed that.

- neither Members of the County Council or Southend on Sea Borough Council were party to Document 53, which had been drawn up by officers.
- if Document 53 were adopted, it would mean that a major waste unit in West Rayleigh would not depart from the green belt policy.
- there was still an opportunity to make representations on these issues as the Local Plan Inquiry would not finish until 5 January 2000.
- there would be a further opportunity for comment on the Structure Plan policies in mid March when modifications would be placed on deposit.

On a proposal moved by Councillor P F A Webster and seconded by Councillor R A Pearson it was:-

Resolved

- (1) That the Consortium's QC be asked to highlight the Council's concerns in his summing up on 5 January 2000
- (2) That a letter expressing the District's concerns about the preparation of Document 53 be written to County Council Group Leaders.

- (3) That an additional letter be sent to the Chairman of the County Environment Committee regarding the manner in which modifications to the Structure Plan Panel report were presented to the Waste Plan Inquiry prior to the publication of the report. (HCPI)

499. STAMBRIDGE SEWAGE TREATMENT WORKS WORKING PARTY

The Committee received a verbal report from the Head of Housing, Health & Community Care which provided an update on the Stambridge Sewage Treatment Works

During his report, the Head of Service detailed that Anglian Water had submitted a revised application for a Waste Management Licence in March 1999. Consultations had taken place and a draft report had been drawn up for the Environment Minister in October. The Environment Agency had advised that they would issue the Licence on 29 November 1999.

On 2 December 1999 Anglian Water was issued with a letter of authority by the Environment Agency which gave permission to import sludge from Southend for treatment at the Stambridge Works, prior to the Licence being granted.

Following Council on 7 December 1999, the Head of Service had written to the Minister for the Environment and the Environment Agency expressing this Council's concerns and requesting that the importation of sewage sludge cease until the Licence is issued. A reply had been received and all relevant documentation was being supplied to Members of the Stambridge Sewage Treatment Works Working Party

Following representations to the Minister for the Environment, the Environment Agency called a public meeting on 13 December 1999.

Members were informed that the Waste Management Licence had now been issued

On a motion proposed by Councillor A R Hosking and seconded by Councillor V H Leach, it was:-

Resolved

That the Stambridge Treatment Works Liaison Committee be requested to invite a representative from Southend on Sea Borough Council to its meetings (HHHCC)

500. SOUTHEND AIRPORT CONSULTATIVE COMMITTEE

The Chairman agreed to admit this as an item of urgent business, given the information he had received regarding events that had occurred at the meeting held on 15th December 1999.

The Head of Legal Services reported on a difficulty that had occurred at a recent meeting of the Southend Airport Consultative Committee relating to the appointment of a Chairperson to the Committee which provides a forum for consultation on Airport matters. In accordance with the constitution, it is desirable that the Chairman should be independent and concerns had been expressed by this Council's representatives as to the manner in which the business had been conducted and the selection of candidates for the position which still remained outstanding.

During debate Members affirmed the importance of the Council's involvement in the Consultative Committee, the Airport being a vital part of the District. It was considered essential that the Council was represented on this body and it was confirmed that the existing District representatives were prepared to continue in this respect.

501. **WASTE CONTRACT STRATEGY OPTIONS**

The Committee considered the confidential report of the Head of Administrative and Member Services which sought endorsement of the recommendations from the Compulsory Competitive Tendering Panel of 2 December 1999. The relevant extract from the Minutes of that meeting was attached.

A copy of a letter from the County Waste & Capital Projects Manager regarding the District's contribution to the funding for the High Diversion Trial was circulated for Members' information. The possibility of securing some European funding was not considered a possibility due to timeframes, however some Environmental Trust funding might be available.

The Corporate Director of Finance & External Services confirmed that the Waste Contract Strategy needed to be as flexible as possible and that the Member Budget Monitoring Working Group would be considering the issue of resources.

Members felt that the letter from the County Council displayed a lack of understanding of the District's financial situation. However, it was important to demonstrate the District's commitment to a trial of this kind.

On a Motion proposed by Councillor D E Barnes and seconded by Councillor P F A Webster it was

Recommended to the Finance and General Purposes Committee:

- (1) That Option 2 which contains a provision enabling the Council to require alternate weekly collections of organic material and residual refuse in any specified part, or all, of the District forms the basis of a collection contract for a period of seven years commencing on 1 April 2001. The specification should also contain an option for the contractor to collect dry recyclable material, which could be implemented if resources allow.

- (2) That consideration of the extension of the Hawkwell trial beyond 31 March 2001 be deferred, pending examination by the Member Budget Monitoring Working Group of the likely budgetary implications.
- (3) That the contract for collection of paper from 1100 litre banks be tendered separately for the period 1 April 2000 to 31 October 2004
- (4) That the specification includes the Best Value principles outlined in the report
- (5) That the contract requires the use of low emission vehicles and livery which reflects the Council's prevailing role.
- (6) That consideration be given to the use of consultants to assist in evaluation of the tenders and appointment of a contractor.

The Meeting closed at 10 pm.

Chairman

Date 26 Jan 2000

ROCHFORD DISTRICT COUNCIL**Minutes of the Member Budget Monitoring Group**

At a reconvened Meeting held on 22 December 1999. Present:
Councillors D E Barnes (Chairman), C R Morgan, R E Vingoe and
P F A Webster

Apologies: Councillor Councillor V H Leach.

Substitutes. Councillor Mrs J Helson

71. BUDGET STRATEGY – FURTHER REVIEW

NOTE Councillor C R Morgan declared an interest in discussion relating to the Assistant Community Services Officer post and abstained from any debate thereon.

The Group received additional detail which needed to be taken into account when considering the estimates, together with documentation on time expired posts and charges for Council services. The Head of Financial Services had provided draft budget book information for Members of the Working Group.

Prior to commencement of debate the Corporate Director (Finance & External Services) emphasised that the Council would need to achieve consensus in the key areas of Council Tax level, income generation and the use of reserves. It was important to proceed as quickly as possible with Leisure Contract proposals to identify early potential savings

Responding to questions, Officers confirmed that:-

- Revised estimates for salaries allowed for increments and pay award estimates.
- It would be possible to provide specific detail on the percentage increase in the salary costs from the previous year.
- Whilst income estimates appeared to be holding up it was not possible at this stage to be precise about the final savings figure for the current year.
- Further information could be supplied on the potential income generation which could be associated with economic regeneration work.
- By their very nature, forthcoming best value reviews would provide review of the Council's staffing resource
- Following a review of salary indications against previous performance, it was anticipated that approximately £72,000 would need to be drawn from the budget reserve.

- In the majority of cases, revised estimates in the budget book provided for an inflation element of 3%.
- Whilst the Group had already considered parcels of land which are readily available for disposal, Officers were reviewing the possibilities for other areas.
- The Council's external auditors were to report on income and charges

The Working Group proceeded to give detailed consideration to each time limited post followed by a page by page review of the draft budget book information. The following specific comments were raised:-

Item	Comment
Bus Shelters	A figure for maintenance should be included. in the estimates.
Verge Maintenance	The costs associated with cutting in respect of the Essex County Council element of the work should be identified and compared to the amount paid by the County.
Ice-cream Site Charge Fees	There would be merit in seeing whether charges could be introduced at other sites.
Pest Control	The possibility of charging for the service should be considered within the fees and charges debate.
Day Centres	Useful to know if figures include the CAB building
Contribution – Women's Refuge	Question as to whether it should be included within grant applications to Corporate Resources Sub-Committee
Shape	Question as to whether it should be included within grant applications to Corporate Resources Sub-Committee
Chamber of Trade	Useful to have further information on the detail of this payment
Office Telephones	At this stage it would be appropriate to recommend that the 2000/2001 estimated be reduced to the 1999/2000 estimate increased by inflation, subject to a detailed report from Officers to the next meeting of the Finance and General Purposes Committee
Rayleigh Office Accommodation	Useful to have more information on the variances for equipment, tools and materials provision

Rayleigh Sports and
Social Club

It was noted that the figure against the Club may be
vired to finance the additional cost of creche
provision, subject to the building being demolished
as soon as possible

Chairman's Hospitality

It would be of value to receive detailed information
on the classification and costing of the Civic car and
car provision.

In considering the time limited posts, the Group made a number of
recommendations as set out in the confidential appendix (attached to the signed
copy of these Minutes). The costs of these decisions would equate to
approximately £48,300, although the net additional cost given potential savings
identified in the budget book would be in the region of £13,500

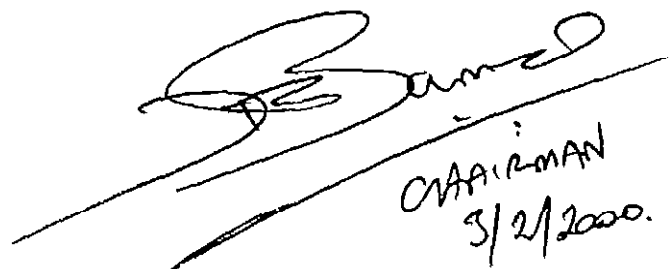
In discussing charges it was noted that, from current indications, the
Government would be defining a level for concessionary fares. A number of
Members wished to comment on the importance of car parking charges to the
structuring of charges for all Council services. It was also recognised that,
notwithstanding the decision on car parking made at the last Meeting of Full
Council, each political party had its own views on charging policy and the
nature/timing of potential future charge increases

In view of the time available, the Group agreed that it would be of value to
adjourn to enable further detailed consideration of charging at a reconvened
meeting. The observations of Officers on current charges would also be of
value in this context.

RECOMMENDED

- (1) That the Working Group's comments on the draft budget book, as set out
above, be agreed. (CD(F&ES))
- (2) That the recommendations relating to time expired posts, as set out in the
confidential appendix to these Minutes, be approved. (CE)

The Meeting adjourned at 6.15pm.



CHAIRMAN
3/2/2000.