



**Rochford District
Council**

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1990

January - December

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**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1990

July (Part 3)

ROCHFORD DISTRICT COUNCIL

Minutes of the Policy and Resources Committee

At a resumed Meeting held on 19th July 1990 Present Councillors
R H Boyd (Chairman), C K Bellman, C I Black, B A Crick, D F Flack,
Mrs. H L A Glynn, Mrs M Hunnabale, Mrs S J Lemon, Miss B G J Lovett,
C R Morgan, S A Skinner, R E Vingoe, Mrs L Walker, P F A Webster,
D A Weir and D C Wood

Apologies. Councillors M.J Handford, Mrs E M Hart, A J Harvey,
D R Helson and R A Pearson

Visiting Councillor Mrs A R. Hutchings

436 AREA SERVICE POINTS (Minute 339/90)

The Committee considered the appended report of the Management Team which had been prepared at the Chairman's request regarding the provision of Area Service Points in villages within the District together with an earlier report of the Treasurer on the provision of an Automatic Teller Machine at Great Wakering which had been deferred to enable the two matters to be considered in conjunction

A Member suggested that Stambridge Hall should be added to the list of Community Assets set out in Appendix 4 and the Committee noted that the last item on that list should refer to Great Wakering Memorial Hall

In accepting that this matter should be pursued by a Working Party the Committee concurred with the suggestion of the Chairman that it should include four Members, one to be nominated by each Group prior to Council, provided that meetings did not wait on the availability of those Members. It was considered that the provisions for the pro-rata allocation of seats should not apply to this Working Party subject to the unanimous approval of the Council

RECOMMENDED (1) That provision be made, as outlined in the appendix to the Treasurer's report, in the 1991/92 Draft Revenue and Capital Budgets for the installation of an Automatic Teller Machine at the Village Hall, Great Wakering

(2) That a Working Party of Members and Officers be established to consider in detail the proposals for Area Service Points and to report thereon and that one Member be nominated by each Group for that purpose notwithstanding the requirements regarding the pro-rata allocation of seats

(3) That the Parish Councils be consulted on the project

(4) That the views and opinions of the various Churches, Health Authority, Police and County Council be sought

(5) That the participation of the above mentioned groups be sought in the provision of the Area Service Points (757) (MT)

001354

Policy and Resources

437 COUNCIL AND COMMITTEE AGENDA

Members had before them the appended joint report of the Chief Executive & Director of Finance and the Secretary to the Council which had been prepared at the request of the Chairman of the Committee to enable consideration to be given to -

- (i) introducing arrangements for public question time at Council Meetings
- (ii) permitting members from political groups to have items included on Committee Agenda, and
- (iii) setting aside time at Council Meetings to deal with business introduced by the other political groups

which had been deferred from the last Meeting

The Committee accepted the concept of introducing time for questions by members of the public, on the basis operated by the County Council but limited to 15 minutes at Council Meetings and asked that this be adopted for a trial period of twelve months at the end of which the arrangements be reviewed to consider whether in the light of experience provision should be made for members of the public to be able to ask a supplementary question

The principle of providing for Members' Agenda Items and Opposition Priority Business also commended itself to the Committee for adoption on a trial basis, noting that in the latter case it would be necessary to remove from the draft Model Standing Order the first paragraph relating to its application where there was a majority group among the Members of the Council since that was not the case

RECOMMENDED (1) That arrangements be introduced on a trial basis for a period of 15 minutes to be set aside at Council Meetings for public question time on the same basis as that already in operation by the County Council subject to review after twelve months

(2) That approval be given in principle to the provision of Members' Agenda Items and Opposition Priority Business for a trial period.

(3) That new Standing Orders be introduced to give effect to these arrangements (4500) (SEC)

438 PARISH COUNCIL FUNCTIONS - AREA COMMITTEES FOR RAYLEIGH

The Chairman of the Committee had requested the appended joint report of the Chief Executive & Director of Finance and the Secretary to the Council on whether two area Committees could be appointed by the District Council to discharge the powers of Parish Councils for Rayleigh, consideration of which had been deferred from the last Meeting.

Policy and Resources

Some Members supported the proposal on the basis that there was pressure for the area to be parished and that this would be an interim arrangement pending the outcome of the District Council's submission to the Boundary Commission. They saw advantage in that arrangement by providing a focal point for Rayleigh that they claimed could not be met by the Council and which the Rayleigh Consultative Committee did not fulfil. It was also claimed that area Committees functioned effectively in a neighbouring authority.

Other Members whilst not opposed to the concept of a Parish Council, viewed the proposition of area Committees in a somewhat different light. It was questioned whether such an arrangement would be acceptable to the residents who would be faced with an intermediate bureaucracy the cost of which should result in an increase in the Community Charge for Rayleigh. If on the other hand an additional levy was not made it could be foreseen that resentment would be aroused amongst those residents who were subject to a Parish Precept.

The distinction was also drawn between Parish Councillors who were separately elected to that role, and District Councillors taking it upon themselves to perform Parish Council functions. The latter arrangement was regarded as unsatisfactory and incapable of providing the separate identity which its proponents claimed was sought because those involved would be seen as District Council Members, reporting back to that body. However if such an arrangement was appropriate for Rayleigh then there was an argument for it to be extended to other areas within the District.

The Committee considered a proposition that no action should be taken on the provision of area Committees for Rayleigh until the cost and specific functions had been established. It was argued that the residents concerned were entitled to be advised of the effect which the proposal would have on their level of Community Charge and that until such an exercise had been undertaken supporters of the area Committee concept could not claim that it enjoyed popular support. A Member suggested that Council should determine first whether or not it would support the principle of area Committees but that was not pursued.

The Chairman advised the Committee that the District Council performed a number of functions that could be delegated to area Committees to consider and report back on and he itemised specifically allotment sites, bus shelters, appointments to School Governing Bodies, highway matters regarding footpaths and street lighting etc., litter bins, offensive ditches, village greens and war memorials. On a show of hands the proposition was adopted and it was

RECOMMENDED That no action be taken on the provision of area Committees for Rayleigh until the cost and specific functions of such provision have been established. (1) (T,SEC)

439 DELEGATIONS TO OFFICERS (Minute 85/84)

The Secretary to the Council reported that authorisation to complete Agreements pursuant to Section 33 of the Local Government (Miscellaneous Provisions) Act 1982 with owners of premises unsuitable for occupation was

001066

Policy and Resources

delegated to the Chief Executive & Director of Finance on advice from the Head of Environmental Services. That emanated from the time when the Chief Executive & Director of Finance had been responsible for what was now the Secretary to the Council's Office and the Committee accepted that the delegation should therefore be to the Solicitor with the Secretary to the Council appointed to act in his absence.

RECOMMENDED That the delegation be amended as described above (SEC)

440 SOUTHEND HEALTH AUTHORITY (Minute 345/90)

Further to his report to the previous Meeting the Chief Executive & Director of Finance advised Members of a copy of a more recent letter which he had received from the District General Manager of the Southend Health Authority, seeking convenient dates in the early part of September for a Meeting with the three local Councils and 19th and 21st September were identified for that purpose bearing in mind that the Health Authority would then have been reconstituted.

RECOMMENDED That Southend Health Authority be advised accordingly (26609) (CE)

441 NEW STANDING ORDERS

Following consultation with the Group Leaders the Chief Executive & Director of Finance reported on the need to revise Standing Orders in certain respects, namely -

(a) Supply of Information to Members

Having drawn on the experience of other politically balanced authorities, it would be desirable for the Council to adopt a new Standing Order to require confidentiality to be maintained by the Officers on any information requested by a Member i.e. no other Member would be so advised that a request had been made. The wording which had been agreed by the Group Leaders for recommendation to the Council recognised the right of every individual Member to request information and expect confidentiality and was not, therefore, specifically concerned with the political groupings.

"36A CONFIDENTIALITY OF INFORMATION SUPPLIED TO MEMBERS

Members shall be entitled to receive on a confidential basis information, advice and guidance from the Officers on any matter of Council business. The Officers shall deal with each of the Councillors equally, separately and confidentially and such dealings shall not be disclosed in any circumstances to any other Councillor, except with the prior agreement of the Member concerned to a Chairman of a Committee if in the opinion of the Chief Officer involved, the Chairman needs to know it in order to discharge his duties as such."

RECOMMENDED That a new Standing Order 36A be approved as aforesaid. (4500) (SEC)

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(b) Attendance by Officers at Group Meetings to give Advice

A change of Council policy and conditions of service was recommended so as to allow the political groups to be advised by the Chief Executive & Director of Finance or the appropriate Chief Officer as deputed by him, on any matter of Council business, as set out in the following new Standing Order 38

"38 ATTENDANCE BY OFFICERS AT GROUP MEETINGS

The Chief Executive and Director of Finance may attend or arrange for another Chief Officer to attend meetings of the political groups, consisting of Members of the Council only, at the request of the Leader or Deputy Leader of such groups on any matter of Council business on which they require advice "

It would be necessary for the existing Standing Order 38 to be deleted and for the Personnel Sub-Committee to consider an appropriate amendment to the Staff Handbook

RECOMMENDED (1) That the existing Standing Order 38 be rescinded

(2) That the foregoing new Standing Order 38 be adopted

(3) That the Personnel Sub-Committee be asked to agree with the Staff Side an appropriate amendment to the Staff Handbook (4500)(SEC)

(c) Standing Order 18

Further to Minute 343 of the last Meeting of the Committee regarding amendments required to the Standing Order 18 procedure (urgent business) given the balanced political nature of the Council, on further deliberation it was suggested that in addition to the Leaders of the political Groups the appropriate Committee Chairmen should also be consulted by the Chief Executive & Director of Finance and that Standing Order 18 should be amended accordingly as follows -

"18. ACTION ON BEHALF OF THE AUTHORITY

The Chief Executive & Director of Finance after consulting with the Leaders of the Political Groups and the Chairmen of the appropriate Committees (or the Deputy Leaders or Vice-Chairmen in their absence) shall be empowered to act on behalf of the Council on any matter which would not admit of delay. No action shall be taken under the provisions of this Standing Order unless at least two of the Leaders/Deputy Leaders representing a majority of the Council agree to it Any action taken shall be reported to the next Meeting of the appropriate Committee "

RECOMMENDED That Standing Order 18 be amended as set out above (4500)(SEC)

442 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND ORGANISATIONS (Minute 331/89)

The Secretary to the Council reminded Members that the majority of these appointments had been dealt with by the Committee at their last Meeting,

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consideration of the remainder being deferred until after the Meeting of the Group Leaders which had taken account of appointments already made to ensure that the pro-rata principle was maintained

The Committee accepted the basis on which the Group appointments already made had been deducted from their apportionment to enable the remaining 20 vacancies to be allocated by the Group Leaders. The Chairman asked that the nominations be submitted for circulation with the Minutes of the Meeting

RECOMMENDED That representatives be appointed to the remaining outside bodies and organisations as set out in the Appendix to this Minute (SEC)

443 NATIONAL HOUSING AND TOWN PLANNING COUNCIL - ELECTION OF REGIONAL MEMBERS TO THE NATIONAL EXECUTIVE COMMITTEE 1990/92

Following receipt of a Ballot Paper from the NHTPC the Chief Executive & Director of Finance consulted with the Leaders of the political Groups on the practice to be adopted for casting the Council's votes in elections to membership of outside bodies and it was agreed that these matters should be dealt with by Committee. Members accepted that the practice in past elections of casting its votes in favour of any Essex Authority standing for election regardless of political persuasion should be continued

RECOMMENDED That the Council's vote be cast in favour of Councillor R Sweeting (4542) (SEC)

444 ENVIRONMENTAL PROTECTION BILL - DOG FOULING

With the consent of the Chairman pursuant to Standing Order 26.2 the Assistant Chief Executive reported as a matter of urgency on the impact on the Council's Street Cleansing and Grounds Maintenance Contracts of the new Code of Practice, one effect of which would be to require the removal of dog faeces. Members noted that the contractor was prepared to introduce arrangements on a trial basis including the use of mechanical equipment which would coincide with the School summer holidays to enable a scheme to be evaluated. Having noted the cost involved and that this could be funded without reducing other services the Committee asked the Chief Executive & Director of Finance to expedite its introduction by means of Standing Order 18

RECOMMENDED That Tyler Environmental Services be engaged to carry out a trial scheme for clearance of dog faeces from public open space areas for the period of the school summer holidays at a cost not exceeding £1,500 per week for a maximum period of seven weeks and that the Officers be instructed to identify suitable economies within the current year's revenue estimates to meet the cost of this scheme (641) (ACE,T)

445 CIVIC CAR (Minute 22/89)

The Chief Executive & Director of Finance reported on the need to review the present arrangements in consequence of the decision of the Chairman of the Council not to use the civic car for official engagements. The Committee noted the basis on which the present car had been purchased, an analysis of its use in the previous municipal year and the estimated cost thereof, and the alternative options which were available

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Some Members argued that it was cheaper for the Chairman to use his own car and that the Council should dispose of the civic car. The majority considered however that the Council's policy had to have regard to longer term and wider considerations. For one thing although the current Chairman had made it clear that he would restrict his involvement in civic engagements that should not bind his successors. The Council expected their Chairman to fulfil such engagements and had procured a civic car for that purpose thereby ensuring as employers that they could travel in comfort and safety by a reliable means. To dispose of the car would not be an economically viable proposition and it would place obstacles in the way of future Chairmen, making it more difficult, particularly for a lady to fulfil that role and virtually impossible in the case of a non-driver. It was accordingly

RECOMMENDED That the situation be reviewed at the end of the lifetime of the present civic car (14184) (ACE,T)

NOTE During discussion on the foregoing item it was

Resolved that Standing Order 18 be suspended to enable the remaining business to be transacted

446 EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following items of business on the grounds that they involve the likely disclosure of Exempt Information as defined in paragraphs 8, 9 and 12 respectively of Part I of Schedule 12A of the Act

447 TENDERS FOR CONTRACTS

The Secretary to the Council reported in confidence on the outcome of the following tenders:-

(i) Contract No. 1523 - Reroofing and Associated Works

Four tenders had been received for the above work all of which included a Contingency Sum of £1,000.

RECOMMENDED That the lowest tender submitted by Mells Roofing Limited in the sum of £49,638 30 be accepted subject to contract (CON 1523) (SEC)

(ii) Contract No. 1526 - Boilerhouse Refurbishment, Romney House, Rochford

Of four tenders invited two had been received for the above work both of which included a Contingency Sum of £2,000.

RECOMMENDED That the lowest tender submitted by British Gas North PLC in the sum of £39,038 be accepted subject to contract (CON 1526) (SEC)

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448 REPLACEMENT COMPUTER SYSTEM FOR ENVIRONMENTAL HEALTH SERVICES

The Head of Computer Services & Audit and Head of Environmental Services reported jointly in confidence on the need to replace the existing Environmental Health Computer system, the basis on which a number of software packages had been evaluated and the reasons why the MKA system and associated hardware was the preferred option. Members noted the age of the present system, the basis on which the new equipment could be funded and that there would be a reduction in the facilities management fee in due course.

RECOMMENDED That approval be given to the purchase of the replacement Environmental Health computer system (1652) (HCSA, HES)

449 SHOPS ACT 1950 - SUNDAY TRADING (Minute 129/90)

The Secretary to the Council reported in confidence on discussions with the neighbouring authorities on the possibility of formulating a common approach to the enforcement of the Sunday trading provisions of the Shops Act 1950. The Committee accepted advice that the matter should await the outcome of a current test case.

RECOMMENDED That a further report be made in due course (989) (SEC)

APPENDIX

Nominations

<u>Organisation</u>	<u>Conservative</u>	<u>Liberal Dem</u>	<u>Labour</u>	<u>Hockley RA</u>
Essex Marshland Link (1 seat)	Cllr Mrs L Walker			
Inter-Club (1 seat)		Cllr Mrs H L A Glynn		
Maritime Pollution Information Forum (1 seat)			Cllr C R Morgan	
Municipal Mutual Insurance (2 seats)	Cllr.A.J Harvey Cllr D C Wood			
Rochford District Abbeyfield (3 seats)	Cllr. Mrs P Cooke	Cllr S N Jarvis		Cllr Mrs A R Hutchings
Rochford Health For All Action Team (1 seat)	Cllr. Mrs E M Hart			
Rochford Hundred Rugby Football Club (1 seat)	Cllr J.A Gibson			
Rochford Sports Club (1 seat)				Cllr Mrs A R Hutchings
SEETEC (1 seat)			Cllr Mrs V J Arnold	
Silver Jubilee Centre (2 seats)	Cllr Mrs L.Walker			Cllr R E Vingoe
Southend & District Alcohol & Drug Advisory (1 seat)			Cllr Mrs M W Stevenson	
Southend & District Mental Health (2 seats)		Cllr P A Beckers		Cllr.R E Vingoe
Southend Post Office/Telecom Advisory (2 seats)	Cllr Mrs E.M.Hart Cllr. P.F.A.Webster			
Transport Users Consultative Committee (1 seat)		Cllr B A Crick		

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ROCHFORD DISTRICT COUNCIL

POLICY & RESOURCES COMMITTEE 17TH JULY 1990

REPORT OF THE MANAGEMENT TEAM

AREA SERVICE POINTS (Minute No 339/90)

1. Introduction.

- 1.1 It is the principal challenge of Local Government to provide services that are efficient, economic and effective. By the very nature of the District this task is as difficult in Rochford as anywhere. Rochford District has an area of 65 square miles (41,757 acres) and the community charge register shows that 62% of the population live in communities ranging from small towns to isolated settlements. 38% live in the medium sized town of Rayleigh. (Appendix I)
- 1.2 The centralisation of services in Rochford has proven to be a cornerstone in achieving the efficiencies required in modern Local Government. Every community charge payer has benefited from these efficiencies but with services concentrated in Rochford, the majority of residents live 5 miles or more from the central offices.
- 1.3 Research has shown that in the month of May 1990 a total of 25,629 contacts were made between Council staff and customers. Approximately 15,000 (60%) were telephone contacts and 10,000 were personal visits to the offices in Rochford (Appendix II)
- 1.4 As only 5,357 Community Charge payers live in Rochford it is clear that at least half the visitors to the offices have travelled some distance in order to do so.
- 1.5 Recent enquiries revealed that 90% of households in the District have a telephone. British Telecom further advise that in some areas blanket coverage (100%) has been achieved.
- 1.6 There is no doubt that telephone contact is the most efficient means of providing information. However, it is the Corporate Policy of the Council to pursue policies of customer care, customer responsive services and improved public relations. (Policy I.7 reprinted in Appendix III)
- 1.7 There is no substitute for personal contact to explain policies, exchange views and generally to improve public relations. To use the current buzz phrase.

'Personal Contact is User Friendly'

- 1.8 Members will recall that at the last meeting a report on the provision of an Automatic Teller Machine (ATM) for Great Wakering was deferred, to enable it to be presented in conjunction with this report on the possible advantages in the provision of Area

Service Points. So as to enable Members to consider this provision in greater detail, the earlier report is appended accordingly.

2. Area Service Points (ASPs)

2.1 Getting services closer to the customers is not new to Local Government. There are two methods commonly used,

(a) Decentralisation. All services are provided from locally based centres with a head office providing a co-ordinating role. Perhaps the best known example of this is the London Borough of Tower Hamlets who have set up seven decentralised neighbourhoods. Members will recall the presentation by Councillor Charters at the 'teach-in' on 14th February 1990.

(b) Service Points. All services are still provided centrally but access to the services and personal contact can be made in local offices.

2.2 Decentralisation is extremely expensive (the budget for a single neighbourhood in Tower Hamlets exceeded £10 million in 1989/90) and can only be effective where there is a concentration of population. The obvious choice in Rochford therefore will be ASPs.

2.3 To be successful ASPs must meet the following criteria.

(a) Accessible to the customers both in convenient locations and at times when customers will use them.

(b) Able to perform to the customers requirements without unnecessary bureaucracy.

3. Quality Assurance

3.1 It is the aim of Management Team that all services provided should be to the highest quality. If the Council seeks to get closer to its customers there should be no reason at all for standards to slip. The aim will be to make Rochfords ASPs a model for other Councils to copy.

3.2 To achieve this aim it is essential that the principles of Value for Money (economy, efficiency and effectiveness) are applied from the outset.

3.3 Economy: Whilst there will inevitably be costs associated with the provision of ASPs, the first criterion must be to examine and evaluate existing assets.

3.4 Research has been undertaken into the locations of various Church, Parish and Council owned buildings that may prove suitable for ASPs. A mobile service point would be considered only as a last resort. It is pertinent to remind Members that

disabled. Many elderly people too, find them difficult to enter

- 3.5 Other existing resources that could present cost saving alternatives would include furniture, equipment and not least, personnel.
- 3.6 Efficiency. Making sure that the maximum useful output is gained from the resources devoted to each activity, can only be achieved if we are able to measure productivity. If the resources provided fail to attract the customers, after a reasonable settling in period, Council must be alerted and be prepared to reconsider the whole exercise.
- 3.7 It is reasonable to assume that a successful ASP will attract at least 10% of the potential customers in the first year of operation. Numerically, this would mean:

Rayleigh	2,164 customers
Hullbridge	540 customers
Great Wakering	386 customers
Hockley	704 customers
Hawkwell	827 customers

- 3.8 Effectiveness. To be effective the ASP will need to get results for the customers. Managerially there are many ways of achieving this but the method used in Tower Hamlets has stood the test of time and is to be recommended.
- 3.9 In essence each customer is given a receipt which will enable his service request to be identified and the Customer Liaison Officer has the responsibility for ensuring the service is delivered. It matters not if the customer wants a Housing Benefit assessment, advice on building an extension or special collection of some rubbish. The customer has a contact and the contact person is responsible for ensuring the service is delivered. A very effective method.

4. Details.

- 4.1 Having established the need, described the options and established the principles of management, there remain the details of the actual service provision to be considered. Having researched and considered these details, Management Team would make the following observations:
- 4.2 Cash Collection. There are many advantages to ASPs collecting revenue. With 4,463 collections in May, it is one of the most common reasons for customers coming to the Council Offices. In addition, it costs the Housing Revenue Account 38.5p per transaction for rents paid into Post Offices. With 35 - 40% of rent being paid by Giro this represents a cost of £18,900 per annum.

4.3 However, risks attached to cash collection cannot be over emphasised. A secure office must be provided with bullet proof screens and sophisticated alarm systems. This, most definitely, would detract from the 'user friendly' aims of the ASPs.

4.4 For this reason Management Team believe the original proposal for an ATM in Great Wakering is to be preferred.

4.5 Hours of Opening Getting closer to the public will require an appraisal of the times the ASPs are open. A considerable number of charge payers are in work and unable to contact the Council during the daytime. Evening opening should be experimented with as should weekend opening. (The Rayleigh Information Kiosk averaged 41 customers on Saturdays but only 26 per day for the rest of the week.)

4.6 However, it would be far from efficient for the ASPs to be manned for protracted periods or at times when customers will be busy doing other things. Management Team would recommend opening hours to be:

1 evening per week	4 - 7 pm
4 mornings per week	10 - 2 pm
and Saturday morning	10 - 1 pm

4.7 Locations: The principal aim of taking services to the customers means that the existing service point in Rayleigh will require close scrutiny. 538 contacts in a month (Appendix II) from a town of 21,645 charge payers would aggregate to a 30% contact rate. There are strong grounds for maintaining this ASP as a permanent 5 day a week feature.

4.8 However, consideration should be given to making this service point more 'user friendly'. It is convenient for the market but closes on market day for lunch. The foyer could be designed more with the public in mind and being close to the High Street is Saturday opening a viable proposition?

4.9 The rest of the locations would need to be determined reference to:

- (a) Availability of suitable buildings.
- (b) Population centres.
- (c) Remoteness from Rochford.

4.10 Based on population the priority locations would be:

Hawkwell
Hockley
Hullbridge
Great Wakering

with the possibility of a second location in Rayleigh. Appendix IV gives a list of potential options that may be available and suitable.

- 4.11 Personnel The use of existing staff to man the ASPs presents the most economic option. In considering this aspect Management Team concluded the best staff would be those senior enough in the organisation to have a broad knowledge of all services and adept enough to deal with complaints.
- 4.12 There is no logical reason why any senior member of staff should not be capable of manning an ASP. There would be distinct benefits for Chief Officers to participate
- 4.13 Training in the specialist skills of interpersonal contact would be beneficial to all participating staff. An in-house seminar would be most cost efficient.
- 4.14 Publicity: Effective marketing will be crucial to the success of ASPs. Handbills, community radio, posters, special postmarks, will all contribute to this. In addition, special 'media events' to attract the attention of the local press will need to be staged.
- 4.15 Whilst the launch will be crucial, it will also be vital to ensure interest is maintained. Special activities (e.g. promoting 'green' issues, advice on benefits or local planning enquiries) would be used to add spice to the regular sessions.
- 4.16 These activities need not be confined to the Council run services. County Council, Parish Council, Health Authority, Emergency Services, religious activities and even approved commercial interests could all be included
- 4.17 On the same theme, Management Team also consider it a possibility that potential sponsors could be approached who may be able to offset some of the costs.
- 4.18 Equipment Provision: It must be remembered that the ASPs will be places of work. As a conscientious employer the Council will wish to ensure it provides good working conditions. Heating, first aid kit, conveniently accessible sanitation arrangements and a safe environment must all be considered when selecting the ASP.
- 4.19 A distinctive style to stationery and displays will help create the air of competence and professionalism that would best complement the ASP.

5. Financial Implications:

- 5.1 Throughout this report Management Team has been mindful of economies in the introduction of ASPs.
- 5.2 The provision of ASPs is such a social advantage to local communities that there would be little justification in commercial rents being charged for the use of Parish halls. Parish Councils would therefore, need to be brought into discussions at an early stage to ensure mutual benefits are fully

appreciated.

- 5.3 Personnel requirements too may be met from existing resources although here training would be necessary. Receptionist and interviewing skills are a specialist requirement and few have them naturally endowed.
- 5.4 Printing and advertising will undoubtedly involve costs dependent upon the style adopted. Costs may be offset by negotiation with providers of 'tourist attractions' and those involved in the leisure industry.

6. Conclusion and Recommendations

- 6.1 The object of this report was to provide Members with sufficient information for them to determine whether the Council should provide Area Service Points.
- 6.2 Members representing the communities mentioned in the report will have opinions as to whether ASPs will enhance the services in their areas.
- 6.3 The opinions of many other bodies within the community will also be valuable if this venture is to be successful. Having considered the matter in some detail Management Team has decided to make the following recommendations:

RECOMMENDED:

- 1. That a Working Party of Members or Officers be established to consider in detail the proposals for Area Service Points and to report thereon.
- 2. That the Parish Councils be consulted on the project.
- 3. That the views and opinions of the various Churches, Health Authority, Police and County Council be sought.
- 4. That the participation of the above mentioned groups be sought in the provision of Area Service Points.

THE NUMBER OF COMMUNITY CHARGE PAYERS

<u>Area/Parish</u>	<u>Number of Community Charge Payers Registered</u>	<u>% ge of Total</u>
Ashingdon	2,301	4%
Canewdon	1,105	2%
Gt. Wakering	3,873	7%
Hawkwell	8,269	14%
Hockley	7,037	12%
Hullbridge	5,400	9%
Rawreth	566	1%
Rayleigh	21,645	38%
Roach	1,630	3%
Rochford	5,357	9%
Stambridge	391	$\frac{3}{4}$ %
Sutton	115	$\frac{1}{4}$ %
	-----	-----
Total	57,689	100%
	-----	-----

N.B. All figures are subject to variation.

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CUSTOMER CONTACT MAY 1990

<u>Department</u>	<u>Rochford</u>	<u>Rayleigh</u>	<u>Personal</u> <i>Sile</i> <i>X</i> <u>Visits</u>
Chief Executive & Director of Finance	124	-	-
Assistant Chief Executive	3,552	538	70
Secretary	173	-	-
Solicitor	793	-	9
Housing	1,734	-	196
Treasurer	9,464	-	502
Development	3,868	-	740
Environmental Services	5,921	-	1,431
Computer Services and Audit	No Public Contact		
TOTALS	*25,629	538	2,948

*This total includes personal ^{*sile*} visit total

Telephone Contacts (included above)

Incoming telephone calls received 2nd April 1990 to 19th June 1990 totalled 40,280 in 53 working days. An average of 760 calls per working day. For May therefore approximately 15,000 telephone calls were received.

EXTRACT FROM CORPORATE PLAN

- I.7 To pursue the policies of customer care, customer responsive services and improved public relations by:
- a) developing procedures by which the public can influence the services the Council administers.
 - b) establishing effective channels of communication to explain Council policies.
 - c) using public relations to ensure that the Council provides the services the customer requires
 - d) improving liaison with the Council's tenant representatives. (1990 onwards)

EXISTING ASSETS

Throughout the District there are a wide range of community assets which have varying degrees of potential for use as Area Service Points. The following is a list of those currently used as local polling stations (excluding schools) Some have potential only as ASPs when special local interest matters arise.

1. Ashington United Free Church Hall.
2. Hockley Parish Hall.
3. Hockley Evangelical Church.
4. SEETEC Information Technology Centre.
5. County Youth Centre Hullbridge.
6. Hullbridge Free Church.
7. Civic Suite Rayleigh
8. Stambridge Baptist Church
9. Foulness Village Hall.
10. Grange Free Church
11. Rawreth Parish Hall.
12. Rochford Parish Council Rooms.
13. Hawkwell Village Hall
14. Womens Institute Hall Barling Magna
15. Sutton Parish Church Hall.
16. Canewdon Village Hall
17. Paglesham Church Hall.
18. Mission Hall Paglesham.
19. St. Nicholas Church Hall Gt. Wakering
20. Methodist Church Hall Gt. Wakering
21. Rocheway Youth Centre.
22. Womens Institute Hall Rayleigh
23. Methodist Church Hall Rayleigh
24. Castle Hall Rayleigh

In addition to this widespread list the following could be added:

25. Mill Hall
26. Grange Community Centre
27. Freight House
28. Clements Hall
29. Gt. Wakering Parish Hall

ROCHFORD DISTRICT COUNCILPOLICY AND RESOURCES COMMITTEE - 17TH JULY 1990JOINT REPORT OF THE CHIEF EXECUTIVE & DIRECTOR OF FINANCE AND SECRETARY TO THE COUNCILCOUNCIL AND COMMITTEE AGENDA(a) Introduction

This report was requested by the Chairman of the Policy and Resources Committee who asks that the Committee consider the introduction of arrangements:

- (i) to allow a period to be set aside for public question time at Council Meetings;
- (ii) by which Members and political groups can have items included on Committee agenda,
- (iii) to set aside time at Council Meetings to deal with business introduced by the other political groups

(b) Council Question Time

A copy of the Standing Order adopted by the Chelmsford Borough Council in this respect is appended and is self-explanatory. A similar procedure, adopted by the Essex County Council for questions at Committee Meetings, is also appended (Appendix I)

It is assumed that this proposal would not affect the right of Members, contained in Standing Order 7, to ask questions at Council Meetings.

(c) Members' Committee Agenda Items

The present practice of the Council is that any request received from a Member for an item to be included on a Committee Agenda, is referred to the appropriate Committee Chairman for decision. This also applies to pertinent business (Standing Order 26.2). If the request is refused, the Member has the additional rights under Standing Order 5 and 7 respectively, to give notice of motion, or ask a Council question to the same effect.

The Chairman of the Policy and Resources Committee suggests that these arrangements should continue to apply, except that any request received from a Group Leader for an item to be included on Committee Agenda should be admitted automatically.

Members will be aware, from the Government's White Paper in response to the report of the Widdecombe Committee on the Conduct of Local Government and the provisions for minority rights in the Local Government & Housing Act 1989, that new

model Standing Orders are being prepared by the Department of the Environment, some of which the Council will be required to adopt. One of these mandatory Standing Orders will provide rights for all Members of Committees/Sub-Committees) to include one item on the Agenda for those Meetings.

The new model Standing Orders are only available in draft and it is not expected that the final version will be available until the Autumn. A copy of the relevant draft Standing Order on this matter is, however, set out in Appendix II.

The Chief Executive & Director of Finance and Secretary consider that conventions will need to be adopted, by the Council, to govern the way in which this right will operate. For instance, the right does not mean that the Officers will prepare a report on the matter. That must remain a matter for the Council, Committee or Sub-Committee to determine. The Access to Information Act provisions are quite clear that all Officers' reports, which are dealt with in open session, have to be placed on public deposit three clear days before Meetings, unless the matter is urgent - which is determined by the Chairman of the Meeting. Whilst the law precludes Officers from making oral reports (unless urgent) the Chairman could be briefed to speak by the Officers. This is not a practice which the Chief Executive & Director of Finance and Secretary could commend as it would contravene the spirit of the Access to Information legislation. Similarly, if there are no conventions between the political groups over the number and priority of Members' agenda items, it might impede the transaction of other Council business. Council must also consider its rules in this respect in relation to Standing Order 13 (Rescission of Preceding Resolutions).

Again, this draft Standing Order envisages a new right. It does not remove the rights under Standing Orders 5 and 7 referred to above.

(d) Other Group Business at Council Meetings

Opposition priority business at Council Meetings will be another of the mandatory core Standing Orders for some authorities. A draft of the new model is set out in Appendix III. It will be noted that it applies where there is a majority group. It is, therefore, not a requirement for this Council and the Council need not adhere strictly to the model Standing Order.

(e) Conclusions

The Chief Executive & Director of Finance and Secretary believe that, if the Committee agree that these matters should be pursued, there would be value in preliminary discussions taking place between the Group Leaders, to see whether conventions can be agreed, following which a further report would be made to this Committee. The only other factor is whether the Committee would prefer to await the final version of the new model Standing Orders.

APPENDIX 1

EXTRACT FROM CHELMSFORD BOROUGH COUNCIL'S STANDING ORDERS

3 Public Question Time at Council Meetings

- 1 Public question time shall not exceed 30 minutes
- 2 During public question time any member of the public after giving his name and address may ask a question on any matter in relation to which the Council has powers or duties or which affects the Borough.
3. Such question shall be put to the Mayor who may direct it to the appropriate Committee Chairman or any other Member of the Council as he thinks fit
4. The Mayor may disallow any question which in his opinion is scurrilous, improper, capricious, irrelevant or otherwise objectionable.
5. Every question shall be put and answered without discussion, but the Member to whom a question has been put may decline to answer
- 6 There shall be no public question time at the Annual or any Extraordinary or Special Meeting of the Council.

ESSEX COUNTY COUNCIL

Procedure For Questions by Members of the Public to Committees

1. Following Due Notice

A person resident in Essex may if notice in writing has been given to the Chief Executive at County Hall Chelmsford, not less than 14 days before the Meeting of any Committee of the Council, ask the Committee any question on any matter in respect of the Committee's delegated powers or duties.

2. Editing

Any question may be edited by the Chief Executive to bring it into proper form and to secure reasonable brevity

3. Order of Business

Such question shall be included on the Agenda for the Meeting as the next item of business after the approval of the Minutes of the last Meeting and shall be the subject of response by the Chairman of the Meeting if the person asking the question is present, but shall not be the subject of further debate.

4. Attendance

The person asking the question shall be given the opportunity of attending the Meeting to put the question, but if not present the answer as reported to the Committee shall be sent to such person following the Meeting

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5. Restriction of Number of Questions and Length of Question Time

The number of questions which may be asked by any one person at any one Meeting shall be limited to two and Question Time at Committee Meetings shall be restricted to 15 minutes

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APPENDIX 2

MEMBERS' AGENDA ITEMS

(Draft Model Standing Order)

STANDING ORDER 18. ORDER OF BUSINESS IN COMMITTEES AND SUB-COMMITTEES

1. At least (3) clear days before every Meeting of a Committee or Sub-Committee or as soon as the Meeting is called, whichever is later, the proper Officer shall send to every voting Member and to every other person entitled to receive the papers of the Committee or Sub-Committee a copy of the Agenda for the Meeting
2. The Agenda shall include
 - (a) All items of business which have been or are deemed to have been referred to the Committee or Sub-Committee by the Council or by another Committee or Sub-Committee as the case may be,
 - (b) all reports submitted to the Committee or Sub-Committee by the Head of the Paid Service or any Chief Officer,
 - (c) any item of business directed to be included by the person appointed to preside at the Meetings of the Committee or Sub-Committee, and
 - (d) any other item of business of which the requisite notice has been given to the proper Officer by a Member of the Committee or Sub-Committee (whether voting or not);

provided that no Member (other than the person appointed to preside at Meetings of the Committee or Sub-Committee) may give notice of more than one item of business for any one Meeting
3. The requisite notice is (5) clear days notice in writing before the date fixed for the Meeting of the Committee or Sub-Committee
4. Subject to any directions given by the person appointed to preside at the Meetings of the Committee or Sub-Committee, the items of business shall be arranged in such order as the Proper Officer thinks will best ensure the effective despatch of business

APPENDIX 3

OPPOSITION PRIORITY BUSINESS
(Draft Model Standing Order)

STANDING ORDER 8: OPPOSITION PRIORITY BUSINESS

- 1 This Standing Order applies where there is a majority group among the Members of the Council
- 2 A minority group may require by a notice in writing given to the proper Officer not later than the latest time for the receipt of notices of motion for that Meeting, that any one item of business to be placed on the Agenda for any Meeting of the Council shall be treated as opposition priority business
- 3 Where the proper Officer receives more than one such notice for any Meeting he shall decide which notice shall be effective so as to ensure that as far as possible each minority group share of such notices which are effective fairly reflects the relative sizes of those groups in the period since the last Annual Meeting of the Council
4. The proper Officer shall indicate on the Agenda which (if any) item of business is to be treated as opposition priority business
- 5 If an item of business is to be treated as opposition priority business, and if, after a period of two hours from the commencement of the Meeting, consideration of that item has not begun, that item shall be taken next after the conclusion of the business then under discussion

ROCHFORD DISTRICT COUNCILPOLICY AND RESOURCES COMMITTEE - 17TH JULY 1990JOINT REPORT OF THE CHIEF EXECUTIVE & DIRECTOR OF FINANCE AND SECRETARY TO THE COUNCILPARISH COUNCIL FUNCTIONS - AREA COMMITTEES FOR RAYLEIGH(a) Introduction

This report is presented at the request of the Chairman of the Policy and Resources Committee who has asked whether two area committees can be appointed by the District Council to discharge the powers of Parish Councils for Rayleigh. The Chairman has suggested that the two areas would be east and west of the railway line and that the membership of the Committees would be the Members representing the Wards in those areas.

(b) Parish Council Powers

The Secretary has prepared a list (copy appended) of the principal powers and duties of Parish Councils. It is not intended to be a definitive list but it will be apparent that, contrary to popular belief, parishes have a very wide remit. There are some powers which can only be exercised by parishes and, clearly, these cannot be performed by a Committee of a District Council. There are concurrent powers which Districts and parishes may both undertake. Legally, there is no reason why the Council cannot delegate to area Committees the performance of certain of its functions. It cannot delegate the raising of a loan or the setting of a precept. Many of the concurrent powers are provided by the District for the District as a whole. If the Committee support the principle involved then the Council will need to decide which of the District's concurrent powers it would see as appropriate for exercise by the two area Committees.

(c) Pro Rata Representation

The Committees would have to be appointed by the Council with formal terms of reference and delegation. The pro rata rules, if the Council so decides, may be disregarded in respect of a Committee discharging functions of the Authority in any part of the District where membership of the committee consists of the Ward Members for that area, where the area does not exceed one third of the area the

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District and where the population does not exceed one third of the total population of the district. The two Committees would satisfy these criteria

(d) Budget

Assuming that it is the intention for the committees concerned to control the budgets for the services they administer, Members will appreciate that there is little provision in the revenue estimates for "Parish" functions for Rayleigh and, if it was the intention to increase expenditure in these areas, it may be necessary to reconsider Council policy with regard to a special community charge for the two parts of Rayleigh. Correct boundaries would need to be defined for each area to ensure the appropriate charge was levied on the individuals in the respective areas

(e) Rayleigh Consultative Committee

It is suggested that the Committee will also need to liaise with the Consultative Committee as to how they see their role if these proposals are to be pursued

(f) Staffing Implications

There may be staffing implications, depending on the frequency of the Committee Meetings.

PRINCIPAL POWERS AND DUTIES OF PARISH AND COMMUNITY COUNCILS

APPENDIX

Function	Powers and Duties	Statutory Provisions	Powers also exercised by
Alloiments	Power to provide allotments Duty to provide allotment gardens if demand unsatisfied	Small Holdings and Allotments Act 1908, ss 23, 26 and 42	Borough Councils District Councils
Baths and washhouses	Power to provide public baths, washhouses and bathing places	Public Health Act 1936, ss 221, 222, 223 and 227	All local authorities
Burial grounds, cemeteries and crematoria	Power to provide Power to contribute towards expenses of burial grounds	Local Government Act 1972, ss 214 and 215 Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s 1 Parish Councils Act 1957, s 10	District Councils District Councils
Bus shelters	Power to provide and maintain shelters	Local Government (Miscellaneous Provisions) Act 1953, s 4	District Councils County Councils
By-laws	Power to make by-laws in regard to— Pleasure grounds, etc. Cycle parks Baths and washhouses Open spaces Mortuaries and post-mortem rooms Village greens	Public Health Act 1875, s 164, Public Health Act Amendment Act 1890, s 45 Local Government Act 1894, s 8 Road Traffic Act 1967, s 46 Public Health Act 1936, s 223 Open Spaces Act 1906, s 15 Public Health Act 1936, s 198	District Councils All local authorities District Councils All local authorities District Councils
Charities	Duty to receive accounts of parochial charities	Charities Act 1960, s 32	-
Clocks	Power to provide public clocks	Parish Councils Act 1957, s 2	-
Closed churchyards	Powers as to maintenance	Local Government Act 1972, s 215	District Councils
Commons and common pastures	Powers in relations to inclosure and as to regulation and management	Inclosure Act 1845 Local Government Act 1894, s 8(4) Smallholdings and Allotments Act 1908, s 34	-
Conference facilities	Power to provide and encourage the use of facilities	Local Government Act 1972, s 144	All local authorities
Community centres	Power to provide and equip buildings for use of clubs having athletic, social or educational objects	Local Government (Miscellaneous Provisions) Act 1976, s 19	All local authorities
Drainage	Power to deal with ponds and ditches	Public Health Act 1936, s 260	All local authorities
Education	Rights and consultation and appointment	Education Act 1944, ss 18 and 20	Parish Councils only but District Councils have similar rights.

Ø Amended by Road Traffic Regulations Act 1958, S.58

<i>Function</i>	<i>Powers and Duties</i>	<i>Statutory Provisions</i>	<i>Powers also exercised by District Councils</i>
	Right to appoint school governors	Education Act 1980 s 2	
Entertainment and the arts	Provision of entertainment and the support of the arts	Local Government Act 1972, ss 144 and 145	All local authorities
Gifts	Power to accept	Local Government Act 1972, s 139	All local authorities
Highways	Power to repair and maintain public footpaths	Highways Act 1980, ss 30, 43, 50	s.43 County Councils s.50 District Councils also if power exists to incur expenditure
	Power to light roads and public places	Panish Councils Act 1957, s 3 Highways Act 1980, s. 301	- County Councils
	Provision of litter bins	Litter Act 1985, s.5	All local authorities
	Power to provide parking places for bicycles and motor-cycles	Road Traffic Regulations 1984 s.58	-
	Power to provide roadside seats and shelters, and omnibus shelters	Panish Councils Act 1957, s 1 Local Government (Miscellaneous Provisions) Act 1953, s 4	- District Councils County Councils
	Consent of parish council required for stopping up or diversion of highway	Highways Act 1980, ss. 47, 116	s.116 also requires District Council consent
	Power to complain to Highway Authorities to maintenance of highways or protection of rights of way and roadside wastes	Highways Act 1980, s. 130	
	Power to provide traffic signs and other notices.	Road Traffic Regulation Act 1984 s, '2	-
	Power as to roadside verges	Highways Act, 1980, s. 96	District Councils with highway authority consent
Investments	Power to participate in schemes of collective investment	Trustee Investments Act 1961, s. 11	All local authorities
	Acquisition (gifts of property)	Local Government Act 1972, s 139	All local authorities
	Rights of way, over land	Local Government Act 1894, s. 8(1)(g)	-
Litter	Provision of receptacles	Litter Act 1983, ss 5,	All local authorities
Lotteries	Power to promote	Lotteries and Amusements Act 1976, s 7	All local authorities
Mortuaries and post-mortem rooms	Power to provide mortuaries and post-mortem rooms	Public Health Act 1936, s 198	All local authorities
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s. 260	District Councils
Open spaces	Power to acquire land	Public Health Act 1875, s 164, Open Spaces Act 1906 ss 9 and 10	District Councils

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PRINCIPAL POWERS AND DUTIES OF PARISH AND COMMUNITY COUNCILS

<i>Function</i>	<i>Powers and Duties</i>	<i>Statutory Provisions</i>	<i>Powers also exercised by</i>
Parish property and documents	Management and custody	Local Government Act 1972, s 227	-
Postal and telecommunications facilities	Power to pay the Post Office British Telecommunications or any other public telecommunications operator any loss sustained in providing additional post or telegraph office or telecommunications facilities	Post Office Act 1953, s. 51 British Telecommunications Act 1981 Sched 4, para 12. Telecommunications Act 1984, s 97	All local authorities
Public buildings and village halls	Power to provide buildings for offices and for public meetings and assemblies	Local Government Act 1972, s 233, Local Government (Miscellaneous Provisions) Act 1976, s 19	All local authorities
Public conveniences	Power to provide	Public Health Act 1936, s 87	All local authorities
Recreation	Power to acquire land for recreation grounds, public walks and open spaces and to manage and control them	Local Government Act 1894, ss 6 and 8(1) Public Health Act 1890, s 44 Open Spaces Act 1906, ss 9 and 10	District Councils
	Power to provide gymnasiums, playing fields, holiday camps	Local Government (Miscellaneous Provisions) Act 1976, s. 19	District Councils
	Provision of boating pools	Public Health Act 1961, s 54	District Councils
Town and Country Planning	Right to be notified of planning applications	Local Government Act 1972, Sched. 16, para. 20	-
Tourism	Power to encourage	Local Government Act 1972, s. 144	District Councils
Village greens	Power to provide	Public Health Act 1875 s. 164, Local Government Act 1972, Sched 14, para. 27	District Councils
War memorials	Power to maintain, repair, protect and adapt war memorials	War Memorials (Local Authorities' Powers) Act 1923, as amended by Local Government Act 1948, s. 133	All Local Authority
Water supply	Power to utilise well, spring or stream and to provide facilities for obtaining water therefrom	Public Health Act 1936, ss 125, 260	-

There are in addition the following powers under the Essex Act 1987:

and	Power to maintain and keep tidy	s.47	-
Historic Buildings	Power to contribute to preservation	s.48	All local authorities
Public Telephones	Power to provide	s.49	-

CHAIRMAN

Lee Henry

DATE 25.9.86

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ROCHFORD DISTRICT COUNCIL

Minutes of the Council

At a Meeting held on 24th July 1990. Present: Councillors B A Crick (Chairman), R S Allen, Mrs. V.J. Arnold, P.A. Beckers, C K Bellman, C.I. Black, R H Boyd, Mrs J A. Christie, Mrs P. Cooke, D F. Flack, J A. Gibson, Mrs H L.A Glynn, M.J. Handford, N. Harris, Mrs E M Hart, A.J. Harvey, Mrs. M Hunnable, Mrs A.R. Hutchings, S.N Jarvis, Mrs. S.J Lemon, Miss B G.J. Lovett, Mrs. E. Marlow, C R Morgan, R A Pearson, J M Roden, S A Skinner, A. Stephens, Mrs M.W Stevenson, R.E. Vingoe, Mrs. L. Walker, P.F A. Webster, D.A. Weir and D.C Wood.

Apologies: Councillors D R. Helson, Mrs J Helson and C Wren

450 FORMER COUNCILLOR R. BLACKBURN

Council stood in silent tribute to the memory of former Councillor R Blackburn who had died recently.

451 MINUTES

Resolved that the Minutes of the Meeting of 19th June 1990 be approved as a correct record and signed by the Chairman.

452 CHAIRMAN'S ANNOUNCEMENTS

The Chairman said following on from his attendance at the Annual General Meeting of Relate he understood they planned to launch their new Family Reconciliation Service next April. He had attended the Hullbridge Regatta which event had been well organised by CIRCA Leisure. He had been a delegate to the recent ADC Conference and advised Members of the various topics covered in plenary and workshop sessions.

Referring to the Council's grant to Essex Heritage the Chairman said he had attended their inauguration which had been held at Gressing Temple Barns. He had also been invited to attend Essex University on the occasion of their 25th Anniversary at which honorary doctorates had been conferred on a number of people, including the Gabrielli String Quartet who had responded with a recital. He had been invited to participate in the speech day and prize giving ceremony at Thorpe Hall School.

With the Vice-Chairman he had visited the Rochford Show on both days and witnessed a high turnout in perfect weather conditions. He had recently held a reception on the Terrace at Mill Hall which had been well organised with excellent catering by CIRCA Leisure. He had attended the Finals Day of the Rochford Festival of Sport at King George's Playing Field and the 150th Anniversary of the Police Force hosted by Southend Police.

The Chairman said he was pleased to present certificates to two members of the staff in respect of their recent examination success. First to Mrs. J. Attridge the Chief Assistant (Accountancy) in the Treasurer's Department and secondly to Mr. G. Harwood the Head of Computer Services and Audit. The Chief Executive & Director of Finance said that Mrs. Attridge had passed her CIPFA finals notwithstanding the demands of a full time job and bringing up a family. Furthermore as part of her

Council

studies she had elected to undertake a project on car park management which had contributed to the Council's consideration of their policy in that respect. Mr Harwood had come into the Authority as a member of the IPFA and had elected to work for a Master's Degree in Business Administration funded out of his salary. Members applauded the hard work and personal sacrifice involved in those attainments

Finally the Chairman praised a number of Council staff who had recently formed a team and cycled to Brighton to raise money for charity

453 COMMITTEE MINUTES

Resolved (1) that the Minutes of Committee be received and the recommendations contained therein as amended be adopted.

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

<u>Committee</u>	<u>Date</u>	<u>Minute Nos.</u>
Health & Housing Services	21st June 1990	363 - 372

Minute 372, Recycling

In response to a request from a Member the Chairman of the Committee advised that arrangements were in hand to obtain details of the recycling scheme which it was understood was operated by Colchester Borough Council and a report would be made in due course

Reference was also made to an impending planning application for a landfill site at Canewdon

Leisure Services	3rd July 1990	373 - 387
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Minute 377: Open Spaces Development Programme - Proposed Public Open Space at Lower Wyburns Farm, Rayleigh

NOTE Councillor J A Gibson declared a non-pecuniary interest in the following amendment by virtue of membership of the Regional Executive of the National Playing Fields Association but remained in the Meeting and participated in the discussion and voting thereon.

It was moved by Councillor J.A. Gibson and seconded by Miss B G.J. Lovett that a seventh recommendation be added to Minute 377 as follows:-

"That this Council takes steps to secure Wyburns Farm as public open space in perpetuity by transferring ownership to the National Playing Fields Association on the same basis as Sweyne Park and Turret House Farm."

Council accepted the importance of the site which bordered the A127 and in strategic terms prevented coalescence with the neighbouring District and it was

Resolved that Minute 377 be adopted subject to the foregoing amendment (623)(SEC)

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Council

Minute 379: Open Spaces Development Programme - Spencers Nurseries, Hawkwell - Ashingdon Boys Football Club

The Chairman asked that this matter be dealt with under Minute 422 of the Policy and Resources Committee.

Minute 381: Rawreth Playing Field - Flying of Powered Model Aircraft

Council concurred with the view of a Member that because ability to pursue this activity was dependent upon the weather, condition (iv) in the report setting out permitted times of flying was unduly restrictive and should be amended to provide as follows -

- (iv) Flying shall only be permitted between the hours of 9 00a.m and 8p m. on any two days of the week between Monday and Saturday. No flying shall be permitted on Sundays

Resolved that Minute 381 be adopted subject to the foregoing amendment, (6112)(SEC,HES)

Planning Services	5th July 1990	388 - 397
Development Services	10th July 1990	398 - 418

Minute 400: Anglian Water Matters

A Member recalled advice from Mr Eastman that the present sewerage embargo included the full catchment area of Hockley and it was agreed that this should be recorded

Minute 410: Hullbridge Foreshore - Public Open Space

The Chairman accepted a request that Ward Members be supplied with a plan indicating the two parcels of land involved.

Resolved that arrangements be made accordingly (32580)(SEC)

Minute 414: District Plan Working Party

It was moved by Councillor R H. Boyd and seconded by Councillor Mrs M. Hunnabale that recommendation (6) be amended by deleting all of the words in the third and fourth line so as to provide for efforts to be made in consultation with the market operator to identify another non-car park site but without including the possibility of using one lane of the High Street for that purpose That proposition was accepted by Council and it was

Resolved that Minute 414 be adopted subject to the foregoing amendment (2081)(SEC)

Policy & Resources	17th July 1990	419 - 435
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Minute 422: Minutes of Committees - Minute 379

NOTE: Councillor Mrs A.R. Hutchings declared a non-pecuniary interest in this matter by virtue of proximity of residence, but remained in the Meeting and participated in the discussion and voting thereon Council noted that Mrs Hutchings had also declared the interest at the Policy & Resources Committee

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Council

It was clarified that it was the intention to pursue arrangements for a public meeting possibly with the assistance of the Parish Council but that although a Member had suggested the District Council should assist in laying out the pitches, that had not been adopted by the Meeting. Council accordingly asked that the Minute be amended by the deletion of the final phrase after the words "the local Parish Council".

Resolved that Minute 422 relating to the above matter be adopted subject to the foregoing amendment (20785)(SEC)

Minute 425, Budget Review

NOTE Councillors Mrs P Cooke, Miss B.G J Lovett and D C. Wood declared a non-pecuniary interest in this item by virtue of being of pensionable age but participated in the discussion and the voting thereon as recorded

It was moved by the Chairman of the Committee and seconded by Councillor S A Skinner that the words "subject to" be deleted from the second recommendation by virtue of the fact that projects had already been identified within the Management Team report to Committee, the freezing of which would enable the extension to the scheme to proceed forthwith pending the budget review in September

On a requisition pursuant to Standing Order 14 voting on the amendment was recorded as follows.

For the amendment (20)

Councillors R.S Allen, Mrs V J Arnold,
P.A. Beckers, C K Bellman, C I Black,
R.H Boyd, Mrs J A Christie,
B.A Crick, D F. Flack,
Mrs H L A Glynn, M J Handford,
N. Harris, Mrs M Hunnable, S.H. Jarvis,
Mrs S J Lemon, C R. Morgan,
S.A. Skinner, A. Stephens,
Mrs. M.W Stevenson and D A. Weir

Against the amendment (11)

Councillors Mrs. P Cooke, J.A. Gibson,
Mrs E M Hart, A.J. Harvey,
Mrs A.R. Hutchings, Mrs. E Marlow,
R.A. Pearson, J.M. Roden, R E. Vingoe,
Mrs L. Walker and P.F.A. Webster.

Abstaining (2)

Councillors Miss B.G.J. Lovett and
D.C. Wood.

The amendment was declared CARRIED and it was

Resolved that Minute 425 be adopted as amended above. (4486)(MT)

NOTE: During discussion on the foregoing item it was

Resolved that Standing Order 1 8 be suspended to enable transaction of the remaining business

Council

Minute 427. Grant Aid

NOTE: Councillor J.A. Gibson declared a non-pecuniary interest in both items under this heading by virtue in the first case of involvement with Rayleigh Age Concern and in the second case of trusteeship of the Kingsdown School Adventure Playground, but participated in the discussion and voting thereon.

(i) Rochford Old People's Welfare Committee and Rayleigh Age Concern

The Chairman concurred with the recollection of a Member that as a result of consideration of the Treasurer's report on the difference in the level of grant between these two organisations the Committee had indicated their willingness to look towards improving the level of grant aid to Rayleigh Age Concern and asked that this be recorded (211)

Minute 434 Notices of Motion received pursuant to Standing Order 5

(1) Code of Local Government Conduct

In adopting this Minute Council accepted a personal explanation from the mover of the Motion as to his own declaration of interest and correcting certain statements made by the Chairman of the Committee

Policy & Resources (resumed) 19th July 1990 436 - 449

454. NOTICE OF MOTION RECEIVED PURSUANT TO STANDING ORDER 5

The following Notice of Motion was moved by Councillor Mrs V J Arnold and seconded by Councillor P F A Webster

"This Council resolves to review the procedure by which owners of properties adjacent to a proposed development are notified of the proposed development, in order to ensure, as far as possible, that they are given every chance to comment "

With the consent of the Chairman pursuant to Standing Order 5 5 the matter was dealt with by Council who considered the Motion worthy of support and it was

Resolved that the procedures by which owners of properties adjacent to a proposed development are notified of the proposed development be reviewed in order to ensure, so far as possible, that they are given every chance to comment. (DD)

455 URGENT QUESTION UNDER STANDING ORDER 7.2(b)

The Chairman responded to a question that had been submitted by Councillor D.F. Flack by advising that the Council would consider assisting the Rochford Hospital Action Committee by providing a grant to the campaign fund, making accommodation available at the Freight House in September for a public meeting and giving permission for the display of a banner on reservoir fencing in Bradley Way seeking public support for the campaign

Resolved that arrangements be made for those matters to be considered (26609)(T,ACE)

001099



Council

456. LOCAL GOVERNMENT AND HOUSING ACT 1989 - PRO RATA REPRESENTATION ON COMMITTEES

Members had before them the appended joint report of the Chief Executive & Director of Finance and Secretary to the Council on the need to amend the allocation of seats on certain Committees in consequence of the recent By-Election and noted the membership of Committees advised by the Hockley Residents Association.

On the nomination of the Conservative Group Leader it was accepted that Councillor Mrs E Marlow should relinquish her seat on the Development Services Committee. The Liberal Democrat Group had indicated a wish to reduce their membership of the Leisure Services Committee and their Leader indicated that Councillor M J Handford would relinquish his seat. Because the allocation of seats to the Labour Group was dependent thereon that was put to Council and accepted on a show of hands. Arising therefrom the Leader of the Labour Group said he would relinquish membership in his own right of the Policy & Resources Committee provided that membership in his own right of dependent Panels was not thereby affected and that was accepted.

A request from the Conservative Group for its membership of the Health & Housing Services Committee and the Hackney Carriage Panel to be changed by replacing Councillor Mrs. E. Marlow in both cases by Councillor Mrs. E M Hart and Councillor Mrs P Cooke respectively was accepted.

Resolved (1) that the pro rata allocation of seats on Committees be as follows -

	Health & Housing Services Leisure Services	Development Services Policy & Resources
Conservative	8	8
Liberal Democrat	7	8
Labour	4	3
Independent	1	1

(2) that membership of those Committees be revised as aforesaid

(3) that a nomination be sought from the Labour Group in respect of the resultant vacancy on the Leisure Services Committee. (4500)(SEC)

001100

ROCHFORD DISTRICT COUNCIL

COUNCIL MEETING - 24TH JULY 1990

JOINT REPORT OF THE CHIEF EXECUTIVE & DIRECTOR OF FINANCE AND SECRETARY TO THE COUNCIL

LOCAL GOVERNMENT AND HOUSING ACT 1989

PRO RATA REPRESENTATION ON COMMITTEES

(a) Whilst the pro rata allocation of seats on Committees was not a requirement on the Council, it nevertheless pursued this course for the appointment of Committees at the Annual Meeting and must now do so as the Regulations come into force on 1st August.

Excluding the Planning Services Committee which is a Committee of Full Council, there are 80 seats on the remaining four Standing Committees. These were allocated between the Groups and Independent Member at Annual Council on the basis of the 39 seats on the Council which were filled. Following the bye-election, the allocation must now be made again for all 40 Members. The Chief Executive & Director of Finance has received notice from the two Hockley Residents Association Members that they have formed a Group by that name with Councillor R.E. Vingoe and Councillor Mrs A.R. Hutchings as Leader and Deputy Leader respectively.

The existing distribution of seats follows the proportion of seats on the Authority held by the parties at Annual Council:

Committee Seats

Conservative	16/39	33
Liberal Democrat	15/39	31
Labour	7/39	14
Non Group	1/39	2

This is carried into effect by the party appointments to Committees as follows:-

	<u>Con</u>	<u>Lib Dem</u>	<u>Lab</u>	<u>Ind</u>
Development Services	9	8	3	-
Health & Housing	8	7	4	1
Leisure Services	8	8	7	1
Policy & Resources	8	8	4	-

The revised apportionment following the bye-election is:-


	<u>Seats per Committee</u>	<u>Total Entitlement</u>
Conservative	16/40 8	32
Liberal Democrat	15/40 7.5	30
Labour	7/40 3.5	14
Hockley Residents Association	2/40 1	4

Committees must, therefore, be constituted as follows:-

<u>Conservative</u>	<u>Liberal Democrat</u>	<u>Labour</u>	<u>Hockley R.A.</u>
8	8	3	1
8	8	3	1
8	7	4	1
8	7	4	1
<u>32</u>	<u>30</u>	<u>14</u>	<u>4</u>

The Conservative Group have one too many seats on the Development Services Committee. The Liberal Democrat Group also have one too many seats overall but this might be achieved by reducing any one of the Committees on which they currently have 8 seats and then adjusting the Labour Group seats as necessary. It is the Council which determines how the seats on Committees will be allocated pro rata to Group representation on the authority but it must do so to reflect as far as reasonably practicable the political complexion of the total Membership. It is for the Groups to decide who their Members will be on each Committee and a Group can forego its full entitlement in favour of another Group.

(b) Following consultation with the Group Leaders, the Conservative Group will reduce by one its Membership of the Development Services Committee and will advise the name of the Member concerned at the Council Meeting.

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(c) The Liberal Democrat Group will reduce its Membership of the Leisure Services Committee by one Member and will similarly advise the name at the Meeting. The effect of this is to increase the Labour Group entitlement on that Committee by one seat and consequently reduce by one seat its Membership of the Policy and Resources Committee. The Labour Group will need to advise the Meeting of the name of the extra Member on the Leisure Services Committee and the Member to come off the Policy and Resources Committee.

The strict pro rata rules may be disregarded if all Members of the Council agree or as previously mentioned if a Group decides to forego its full entitlement in favour of another Group.

(d) The Hockley Residents Association Group has advised that in addition to the Planning Services Committee, its Membership of Committees will be as follows:-

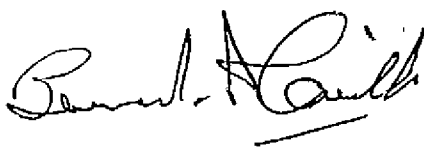
<u>Committee</u>	<u>Member</u>
Development Services	Councillor R.E. Vingoe
Health & Housing Services	Councillor Mrs A.R. Hutchings
Leisure Services	Councillor Mrs A.R. Hutchings
Policy & Resources	Councillor R.E. Vingoe

RECOMMENDED That the Council do re-determine the pro rata allocation of seats on Committees, the revised Membership thereof and new appointments thereto.

Background Papers

Local Government & Housing Act 1989

Local Government (Committees & Political Groups) Regulations 1990



CHAIRMAN

DATE 2.10.90

001103

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Services Committee

At a Meeting held on 26th July 1990 Present. Councillors M J Handford (Vice-Chairman in the Chair), R S. Allen, Mrs. V J. Arnold, P A Beckers, C.K Bellman, C.I Black, R H Boyd, Mrs. J A Christie, Mrs P Cooke, B.A Crick, D F Flack, J A. Gibson, Mrs H L A. Glynn, N Harris, Mrs E.M Hart, Mrs M Hunnable, Mrs A.R. Hutchings, S.N Jarvis, Mrs. S J Lemon, Miss B G J Lovett, Mrs. E Marlow, C.R Morgan, R A. Pearson, J M Roden, S A Skinner, A. Stephens, Mrs M.W Stevenson, R.E. Vingoe, Mrs L Walker, P.F.A Webster, D.A. Weir and D C Wood

Apologies Councillors T Fawell, D R. Helson and Mrs. J. Helson

457 MINUTES

Resolved that the Minutes of the Meeting of 5th July 1990 be approved as a correct record and signed by the Chairman

458 MONITORING OF PERFORMANCE - MEETINGS OF 1ST AND 22ND FEBRUARY, 17TH MAY AND 14TH JUNE 1990

The Committee were satisfied that all necessary action had been taken Minutes 595/89 Para 3 (SEC), 133/90 Para D4 (SEC), 261/90 Para. R5 and Para 19 (SEC) were carried forward

459 SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

The Director of Development submitted a Schedule for consideration and a list of Planning Applications and Building Regulation Applications decided under delegation

Resolved that decisions be made in accordance with the recommendations in the appended Schedule subject to -

Para. D3 - S/0341/90/ROC

Application withdrawn

Para R5 - S/0365/90/ROC

Amend Condition 7 to read -

The development shall be carried out in accordance with the details shown on the revised plan dated 25th July 1990 In particular and notwithstanding any indications on the plans to the contrary the dwelling hereby permitted shall have its rear wall in line with the main rear wall of number 51 and its front main wall 300mm only forward of the main front wall of number 51 as depicted on the revised site plan No.2B

Para. 6 - CU/0407/90/ROC

Amend Condition 4 by adding the following suffix 'and shall thereafter be permanently retained'

001104

Planning Services

Authority delegated to the Director of Development to approve this application on satisfactory completion of negotiations with the applicants to obtain two additional car parking spaces to fully satisfy the adopted car parking standards failing which the matter be brought back before the Committee.

Para. 7 - CU/0462/90/ROC

'Amend second line of Condition 2 to read.-

'weekday and not at all on Saturdays, Sundays or Bank Holidays'

Add Conditions -

10. The use hereby permitted shall be carried on only by the applicants and by no other person or business undertaking without the prior written approval of the local planning authority
11. The use hereby permitted shall be discontinued on or before 31st July 1992 unless otherwise agreed in writing with the local planning authority
12. The premises shall be used only for a use within Class D1(b) as a crèche day nursery or day centre and for no other purpose (including any other purpose in Class D1 of the Schedule to the Town & Country Planning Use Classes Order 1987, or in any provision equivalent to that Class in any statutory instrument revoking or re-enacting that Order)

Para 9 - F/0388/90/ROC

Add informatives.

- 1 The applicant is asked to provide gates to the proposed underground parking area which are to be kept closed at night.
- 2 The applicant's attention is drawn to the need to protect scaffolding to prevent harm to pedestrians and, in particular, to ensure the scaffolding is adequately lit during hours of darkness

Para. 10 - F/0404/90/ROC

Amend zoning of the site to read 'Green Belt' instead of 'Industrial'.

In approving this application the Committee accepted that the error whereby the site had been zoned within the Metropolitan Green Belt should be referred to the District Plan Working Party for the discrepancy to be rectified.

RECOMMENDED That arrangements be made accordingly (2081) (DD)

Para. 11 - F/0428/90/ROC

Add Condition -

11. Vehicular access to the site as indicated on the submitted plan shall be maintained as available to serve the car parking spaces on the site at all times

Planning Services

Add informative

The local planning authority would draw to the applicant's attention the conditional terms of this consent which impose obligations in respect of land within the application site but not in his ownership. Therefore, before implementing the permission the applicant needs to ensure that he can comply with the overall terms of the permission

Para. 12 - F/0446/90/ROC

Amend Condition 11 by substituting the word 'sewing' instead of 'serving' on the fifth line

Add Condition -

- 12 Vehicular access to the site as indicated on the submitted plan shall be maintained as available to serve the car parking spaces on the site at all times

Add informative

The local planning authority would draw to the applicant's attention the conditional terms of this consent which impose obligations in respect of land within the application site but not in his ownership. Therefore, before implementing the permission the applicant needs to ensure that he can comply with the overall terms of the permission

Para 13 - F/0444/90/ROC

Authority delegated to the Director of Development to approve subject to the satisfactory outcome of negotiations with the applicant regarding the bulk and location of the rear extension and its relationship to the neighbouring property

Para 14 - F/0454/90/ROC

Amend first line of Condition 4 to read,

'The constructional details of the door to the rear elevation and the windows to the flank elevation shall be agreed. . '

Add Conditions -

- 5 All new windows shall be glazed permanently, in obscure glass and all new windows and doors shall be kept closed at all times when machinery is in use at these premises
6. A 1.8m screen boundary fence shall be provided along the eastern boundary of the site to the satisfaction of the local planning authority before the development hereby approved is commenced and shall thereafter be permanently retained to the satisfaction of the Council.

001106

Planning Services

Para 15 - OL/0445/90/ROC

Note: Councillor D C Wood declared a non-pecuniary interest in this item by virtue of having used the applicant's services previously but remained in the Meeting and participated in the discussion and voting thereon.

Consideration of this application was deferred to enable it to be clarified whether the sewerage embargo was applicable to this site

Para. 16 - ROC/721/89/CM

Add Condition -

- 5 The proposed waste storage bins shall be covered to the satisfaction of the local planning authority at all times and a bin shall only be uncovered when material is being removed from or placed into the bin

Para. 17 - ROC/917/89

Note Councillor Mrs H L A. Glynn declared a non-pecuniary interest in this item by virtue of living near the site and having been involved in the recent Public Inquiry but remained in the Meeting and participated in the discussion and voting thereon

Para 21 - CU/0369/90/ROC

Amend Recommendation by adding the following:

'and completion of a Section 52 Agreement if felt appropriate'

In response to a Member the Committee agreed that if planning permission was granted additional conditions should be incorporated in respect of fencing around residential premises to the north and prohibiting pedestrian or vehicular access from plotland areas to the north, that agreement should be reached on details of drainage and lake construction and consideration given to the capacity of the existing drainage ditch.

Note During discussion of Para. 15 on the Schedule of Development Applications and Recommendations a motion was adopted to suspend Standing Order 1.8 until 10 30 p m to allow transaction of the remaining business

Resolved that Standing Order 1 8 be suspended accordingly.

460 UNAUTHORISED DEVELOPMENT - RAYLEIGH PARK ESTATE, RAWRETH/RAYLEIGH AND HOCKLEY GARDEN ESTATE, HULLBRIDGE

The Secretary to the Council reported that detailed investigative work had been carried out on the above plotland areas to identify and rectify any breaches of planning control taking place therein.

Planning Services

The Committee were pleased to note six sites which had been identified as having no current breaches of planning control or where the breaches previously noted had been remedied without the need for formal enforcement action but accepted that the two areas should continue to be monitored to ensure that the fullest records were maintained. It was also noted that a full report would be made to the next Meeting of the Planning Services Committee regarding the Hullbridge Garden Estate.

Resolved that the Secretary to the Council submit a comprehensive report to the next available Meeting following finalisation of the evidence on these two plotland areas. (SEC)

461. DIRECTORATE OF DEVELOPMENT - PLANNING APPLICATIONS AND DEVELOPMENT CONTROL STATISTICS

The Committee had before them the report of the Director of Development setting out the planning application performance statistics for the period ending 31st December 1989 and the quarters 1st January to 31st March 1990 and 1st April to 30th June 1990 and for comparison purposes the relevant figures for the other local authorities included in the Council's Audit Commission family 'cluster' group. Members were pleased to note the reasons why there had been a progressive improvement in performance which it was envisaged would be maintained and reflected in the next report later in the year.

Members also noted figures which had been prepared in respect of development control with particular reference to the discretionary activity of enforcement which reflected that an increasing element of the Planning Department's time was becoming devoted to resolving problems prior to the need for formal enforcement action by the Litigation Services Manager.

462 DEFERRED ITEMS

In view of the fact that the matters involved merited longer debate than they could be afforded at this late hour the Committee asked that the following reports

- (i) Consultation from Southend-on-Sea Borough Council - Outline Application to Erect Dwellinghouse with Garage, Land South of Newfriars, Wakering Road, Shoeburyness
- (ii) 17 Brook Close, Rochford - Proposed Amendments to Car Parking Layout and Roof Design from Scheme Approved on 1st August 1989 (Planning Application ROC/279/89).
- (iii) Deemed Permission Application from Essex County Council - Change of Use from Residential to Day-Care Centre and Office Accommodation with Associated Storage and Car Parking 80-80C West Street, Rochford Application Number CCO/447/90/ROC

be deferred for consideration at the next Meeting of the Committee

RECOMMENDED That arrangements be made accordingly (SEC)

001108

Planning Services

463 CONSULTATION FROM NEIGHBOURING AUTHORITY - OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT ON LAND NORTH OF KINGSLEIGH CRESCENT AND FRONTING THE ARTERIAL ROAD, RAYLEIGH - APPLICATION NUMBER CTP/572/90

The Director of Development reported that Castle Point District Council were consulting on the above application to develop part of a strip of land which was annotated for residential purposes and where sensitive development could well improve the appearance of the locality. Access would be gained onto The Weir Service Road in a similar manner to adjoining houses along the same frontage.

Resolved that Castle Point District Council be advised that there are no objections to the application subject to the satisfactory landscaping of the site as a condition to any approval which that Council may be minded to give (DD)

464. GROVE COUNTY PRIMARY SCHOOL, GROVE ROAD, RAYLEIGH - CC/0499/90/ROC

A consultation had been received from the County Council on the above application to site relocatable classrooms at the above school in connection with its rebuilding, it being the intention for the matter to be delegated to the Director of Development to respond on completion of consultations. Pursuant to Standing Order 26 2 the matter was put to the Committee by the Chairman and it was

Resolved that arrangements be made accordingly (DD)

465. 89 HIGH STREET, RAYLEIGH - F/0436/90/ROC

Note. Councillor J.A. Gibson declared a non-pecuniary interest in this matter by virtue of acquaintance with the directors of the organisation but remained in the Meeting and participated in the discussion and voting thereon.

With the consent of the Chairman pursuant to Standing Order 26 2 the Director of Development reported why the above application which had appeared on Weekly List Number 20 was being referred to this Committee, that Condition 4 would now read:-

"The use hereby permitted shall operate only between the following hours:

8 00 a m to 12 00 p.m (midnight) Mondays to Thursdays
8 00 a.m Friday to 1.00 a.m. Saturday
8 00 a m. Saturday to 1.00 a.m. Sunday

There shall otherwise be no dancing or entertainment on Sundays "

and that an informative would be added concerning the need for Building Regulation Approval and the need to meet the requirements of the County Fire Officer and it was

Resolved that the application be approved incorporating the above amendments (DD)

001103

SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY

PLANNING SERVICES COMMITTEE 26th JULY, 1990

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

Each planning application included in this Schedule and any attached list of applications which have been determined under powers delegated to the Director of Development 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 the Director of Development, Acacia House, East Street, Rochford.

1
001110

PLANNING SERVICES COMMITTEE - 26th JULY, 1990.

DEFERRED AND REFERRED APPLICATIONS.

<u>ITEM NO.</u>		<u>PROPOSAL</u>	<u>CASE OFFICER</u>
D.1	F/0239/90/ROC	SINGLE STOREY SIDE AND REAR EXTENSIONS 21A TRINITY ROAD, RAYLEIGH	HL
D.2	ROC/167/90	EXTEND EXISTING ROAD. TOWER CARAVAN PARK, POOLES LANE, HULLBRIDGE.	MW
D.3	F/0341/90/ROC	VARIATIONS OF CONDITIONS ON ROC/776/84 AND RCC/358/89 TO CHANGE PERSONAL USER AND EXTEND OPENING HOURS TO 11.30 P.M. ON ANY DAY. 131/133 FERRY ROAD, HULLBRIDGE.	LG
D.4	ROC/102/90	OUTLINE APPLICATION TO ERECT INDUSTRIAL UNITS. BETWEEN CONCRETE BATCHING PLANT & UNIT 11, RAWRETH INDUSTRIAL ESTATE, RAWRETH LANE, RAYLEIGH.	NACB


001111

PLANNING SERVICES COMMITTEE 26th JULY 1990

ITEM
NO

PROPOSAL

CASE
OFFICER

R.5

F/0365/90/ROC

DETACHED 4-BED CHALET WITH INTEGRAL
GARAGE (BESIDE THE EXISTING DWELLING)
51 HIGHAMS ROAD, HOCKLEY.

HL

001/112

PLANNING SERVICES COMMITTEE - 26th JULY, 1990.

<u>ITEM NO.</u>		<u>PROPOSAL</u>	<u>CASE OFFICER</u>
6	CU/0407/90/ROC	CHANGE USE OF DWELLING HOUSE TO OPTICIAN AND DENTAL SURGERY WITH FLAT OVER. 452-454 ASHINGDON ROAD, ROCHFORD.	NACB
7	CU/0462/90/ROC	CHANGE OF USE OF EXISTING HOUSE AND GARAGE TO DAY NURSERY AND ALTERATION OF EXISTING VEHICULAR ACCESS (REVISED APPLICATION) GREENSLEEVES, 57 HIGH ROAD, HOCKLEY.	JW
8	F/0329/90/ROC	ERECT STORAGE BUILDING FOR AGRICULTURAL MACHINERY. NEWLANDS, PUDSEY HALL LANE, CANEWDON.	GJ
9	F/0388/90/ROC	DEMOLISH EXISTING AND ERECT A 2 STOREY BLOCK OF 5 SHOPS WITH OFFICES OVER AND LAYOUT SURFACE AND UNDER- GROUND PARKING. 61-65 EASTWOOD ROAD, RAYLEIGH.	JW
10	F/0404/90/ROC	NEW WAREHOUSE. RANKIN FLOUR MILLS, MILL LANE, ROCHFORD.	JAW
11	F/0428/90/ROC	DEMOLISH EXISTING STORE AND REBUILD. 27 SPA ROAD, HOCKLEY.	JW
12	F/0446/90/ROC	DEMOLISH EXISTING REAR BUILDING AND RE-BUILD WITH 2 STOREY EXTENSION WITH MACHINE ROOM OVER. 27 SPA ROAD, HOCKLEY.	JW
13	F/0444/90/ROC	3-BED CHALET INCORPORATING A 1-BED GROUND FLOOR GRANNY FLAT AND A DETACHED GARAGE. 56 NELSON ROAD, RAYLEIGH.	NACB
14	F/0454/90/ROC	TWO STOREY SIDE EXTENSION. 49 BROOK ROAD, RAYLEIGH.	MS
15	OL/0445/90/ROC	OUTLINE APPLICATION TO ERECT TWO SEMI-DETACHED HOUSES WITH DETACHED DOUBLE GARAGES. 23A HIGHAMS ROAD, HOCKLEY.	NACB

001113

PLANNING SERVICES COMMITTEE - 26th JULY, 1990.

<u>ITEM</u> <u>NO.</u>		<u>PROPOSAL</u>	<u>CASE OFFICER</u>
16	ROC/721/89/CM	RENEWAL OF PERMISSION TO USE PART OF YARD FOR WASTE TRANSFER STATION. RAWRETH INDUSTRIAL ESTATE, UNIT 13, RAWRETH LANE, RAYLEIGH.	LG
17	ROC/917/89	OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT AND ACCESS ROAD. 107 RECTORY ROAD, ROCHFORD.	JAW
18	ROC/083/90	ERECT REST/NURSING HOME WITH 19 BEDROOMS FOR ELDERLY PERSONS, AND RETENTION OF EXISTING BUILDING AT REAR OF SITE AS DAY CENTRE FOR THERAPY. 27 CROWN HILL, RAYLEIGH.	JW
19	LB/0392/90/ROC	SINGLE STOREY REAR EXTENSION TO SHOP. 4 SOUTH STREET, ROCHFORD.	MW
20	F/0394/90/ROC	SINGLE STOREY REAR EXTENSION TO SHOP. 4 SOUTH STREET, ROCHFORD.	MW
21	CU/0369/90/ROC	CHANGE OF USE OF LAND BY THE LAYING OUT OF TWO GOLF COURSES WITH AN ANCILLARY CAR PARKING AREA, LANDSCAPING AND ALTERATIONS TO HULLBRIDGE ROAD, ADJOINING THE SITE. WALFORDS FARM, HULLBRIDGE ROAD, RAYLEIGH.	GJ

R

001114

PLANNING SERVICES COMMITTEE

26TH JULY 1990

DEFERRED APPLICATIONS

D.1.

F/0239/90/ROC RAYLEIGH

21A TRINITY ROAD RAYLEIGH

SINGLE STOREY SIDE AND REAR EXTENSIONS

Applicant: MR A KINGSTON

Zoning: Residential

APPROVE:

01 COMMENCE IN 5 YEARS

02 MATERIALS TO MATCH EXISTING

03 DEVELOPMENT AS PER PLAN

04 NON STANDARD CONDITION

The flank wall adjacent to no. 23 Trinity Road shall be painted white or a similar light colour or rendered in a light colour as above.

DEFERRED REPORT:

The site visit is arranged to take place before this meeting and the outcome of this and discussions with the applicant will be reported verbally.

REPORT:

This application would normally fall within the delegated scheme to the Director of Development to determine. However, the proposal has proved extremely controversial in the eyes of both neighbours who object to both original plans and revised plans amended to take account of concerns raised.

The property is a semi-detached house and the proposal is for a single storey extension across the back of the property and wrapping around part of the side to link up with the existing garage.

Neighbours objections in the main are to the loss of light, development up to site boundaries and future access problems for maintenance.

The revised plan negotiated reduces the depth of the extension on the boundary with the semi-detached neighbour to 3.050m. (which complies with Local Plan Policy A1.4.8) and includes a flat roof rather than a pitched one. Officers are also mindful that the applicant could, as an alternative to this proposal,

pursue an extension as permitted development up to some 28 cubic metres which could have a greater impact to neighbours.

D.2.

ROC/167/90 HULLBRIDGE

TOWER CARAVAN PARK, POOL'S LANE, HULLBRIDGE

EXTEND EXISTING ROAD.

Applicant: Berkeley Leisure Group.

Zoning: Residential/Residential Caravan Park.

Hullbridge Parish Council objected to loss of "recreational area" as did the 42 petition signatories and two separate letter writers in responding to the original unamended scheme.

DEFERRED REPORT

Members deferred this item subject to further negotiations regarding the proposed garages, which the applicant has now agreed in writing to delete from the application.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 62 - Trees to be retained.
3. Std. Cond. 59 - Trees & shrubs protection during construction.

4. This permission relates only to the application as amended by the applicants letter dated 13th July, 1990 and shall only be implemented according to that amendment.

REPORT

The site the subject of this application lies in the north west corner of the Tower Caravan Park at Pool's Lane and faces across the river and comprises of an open grassed area between groups of caravans. It is bounded along its east, south and west sides by a narrow concrete path/service strip that does not meet all site licence requirements in that no caravan should be more than 50m. from a road.

This application proposes a 12ft. wide road extension from the junction of Williams Green and the path, Highview. The road will terminate in a turning head a few metres from the northern boundary of the site in a similar manner as other internal roads on this site. It will run along the west side of the vacant area a minimum of 2m. from those caravans it is designed to serve. It is also proposed to construct seven additional parking spaces in a new bay at the point of commencement of the road extension.

Consultations/Representations

A.W.A. - no comment.

N.R.A. - no comment.

Head of Environmental Services - no adverse comments.

E.C.C. (Fire Service) - no adverse comments.

D.3.

F/0341/90/ROC PARISH OF HULLBRIDGE

131/133 FERRY ROAD HULLBRIDGE

VARIATION OF CONDITIONS ON ROC 776/84 & ROC 358/89 TO CHANGE PERSONAL USER & EXTEND OPENING HOURS TO 11.30PM ON ANY DAY.

Applicant: RINGO HO

Zoning: Local Neighbourhood Shopping Parade

Hullbridge Parish Council object to the extension of hours late into the night and would wish to see sight of more details regarding the change of the personal permission.

DEFERRED REPORT

Members will be advised verbally of the up to date position on this application.

RECOMMENDATION: Delegate to Director of Development to determine.

REPORT

The proposed extension of the opening hours would be likely to give rise to increased noise and general disturbance at these late hours of the day which would be detrimental to the amenities of the surrounding residential properties and the area generally.

Planning permission was first granted in February 1985 for the use of this building as a youth Leisure Centre, subject to 10 conditions. One of the conditions required the permission to be personal to the applicant. There have been previous changes in ownership and each successive owner has needed to apply for permission to vary the condition. In addition to the current proposed change of owner, permission is also now sought for a variation to condition no. 3 for an extension of the opening hours, by one hour, to 11.30pm on any day. A Section 52 Agreement has also been entered into by the original applicant, which Agreement passes to successors in title, which reinforces the planning conditions and seeks to control, inter-alia, noise and litter nuisance.

In response to neighbour notification, 10 letters of objection and a petition against the proposal carrying 18 signatures of immediately local residents has been received. The grounds of objection relate to the proposed extension of

opening hours and are:-

- increased noise and disturbance;
- increased litter and vandalism;
- increased traffic.

A second petition in favour of changing "R & J's takeaway into a Chinese Takeaway" on behalf of some 79 different households in the main spread more widely throughout Hullbridge. A letter from the existing Personal user of the premise has also been submitted explaining that the fast food element is important in helping finance its Youth Leisure centre and an extension of hours would enable this to continue. He also says that the local constabulary favour the later hours.

Although no objections are raised to the change of ownership, it is considered that the extension of opening hours should be resisted.

D.4.

ROC/102/90 RAYLEIGH

BETWEEN CONCRETE BATCHING PLANT AND UNIT 11,
RAWRETH INDUSTRIAL ESTATE, RAWRETH LANE, RAYLEIGH

OUTLINE APPLICATION TO ERECT INDUSTRIAL UNITS.

Applicant: G. Sanders & Associates.

Zoning: Industrial Use.

RECOMMENDATION: Delegate to the Director of Development to determine on the completion of a Legal Agreement: i) requiring the previous use not to recommence on any part of the site; ii) re-inforcement of conditions 4,5,7 and 9 and 11i) varying the existing legal agreement accordingly.

1. Std. Cond. 2 - Reserved matters to be approved.
2. Std. Cond. 33 - Provision of loading/unloading area - 1.
3. Std. Cond. 35 - Storage restriction - on open areas.
4. Std. Cond. 46 - Paint spraying - provision of booth/area.
5. Std. Cond. 47 - Burning of waste materials restricted.
6. Std. Cond. 53 - Materials to be used externally.
7. Std. Cond. 60 - Tree and shrub planting scheme - details/implementation.
8. As part of the above tree planting scheme, an earth mound shall be formed, prior to the commencement of the building hereby permitted, as indicated on the submitted drawing No. RH 6842:90A and along the entire southern boundary as indicated A - B on the plan returned herewith.
9. Prior to the occupation of any of the buildings hereby permitted a 2m. high brick wall (or building of similar or greater height) shall be erect-

ed between the positions marked C and D on the plan returned herewith, details to be submitted pursuant to Condition 2 above and such structure shall be retained thereafter.

10. Units 3 to 13 as indicated on the drawing No. RH 6842:90 shall be used for warehousing and storage uses within Class B8 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or light industrial uses only and for no other purpose, including any purpose in Class B1 of the aforementioned Schedule or in any provisions equivalent to these Classes in any statutory instrument revoking and re-enacting that Order. Notwithstanding the provisions of Article 3, Schedule 2, Part 3 of the Town and Country Planning General Development Order, 1988, or in statutory instrument revoking and re-enacting that Order, Units 14 to 22 shall be used for general or light industrial uses only and for no other purposes, including any other purpose in Class B1 of the Schedule to the Town and Country Planning (Use Classes) Order, 1987, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order.

11. Std. Cond. 49 - Oil interception arrangements.

12. Std. Cond. 52 - Services - details of surface water disposal.

13. The buildings hereby approved shall not be occupied except between the hours of 7.30 a.m. to 6.00 p.m. Monday to Friday and 7.30 a.m. to 2.00 p.m. on Saturdays. There shall be no occupation on Sundays or Public Holidays.

14. No retail sales shall take place from any part of the site.

15. Std. Cond. 44 - Industry context of air pollution.

16. A scheme of soil sampling and analysis shall be carried out to identify any contamination or offensive material on the site and all such material shall be removed or rendered innocuous to the satisfaction of the Local Planning Authority prior to the occupation of the buildings hereby approved.

REPORT:

Members will recall that in May of this year this application was delegated to the Director to approve subject to the completion of consultations and a legal agreement. The consultations are now complete although problems have been experienced regarding the legal agreement which was to: i) require the cessation of the previous use; ii) reinforce conditions and iii) vary the original legal agreement.

Whilst items i) and iii) pose no difficulties agreement cannot be reached on the questions of the hours of occupation storage of materials and retail sales which are matters identified to be included in the agreement. The site is adjacent to areas which have been allocated for residential development and on the advice of the Head of Environmental Services the above condition 13 has been recommended. The applicant's agent has suggested the hours of operation should be increased to 8.00pm on weekdays with allowances for special working (e.g to complete urgent orders etc.) on Sundays/Public Holidays. The present legal agreement stipulates hours identical to those in condition 13 although this use was for the processing and open storage of metals. Nonetheless in view of the allocation of land adjacent for residential purposes it is not considered appropriate to increase the recommended hours of operation and

condition 13 should therefore be imposed. Advice to Local Planning Authorities is clear on the question of Legal Agreements:

"The Secretaries of State consider that in such cases the Local Planning Authority should impose a condition rather than seek to deal with the matter by the making of an agreement, since the imposition of restrictions by means of agreement deprives the developer of the opportunity of seeking to have the restrictions varied or removed by an application or appeal... if they subsequently become inappropriate or too onerous." (Paragraph 10 of Circular 1/85).

In the circumstances it would not seem to be reasonable to delay this application further and in light of the Secretary of States advice it is recommended that planning permission be granted subject to all the conditions; and the legal agreement covering the principal items (which it is understood is acceptable to the applicant) namely preventing recommencement of the mainly scrap yard use and landscaping buffer strip plus screen walling and reinforcing conditions 4 & 5.

REFERRED APPLICATION

R.5

F/0365/90/ROC PARISH OF HOCKLEY

51 HIGHAMS ROAD HOCKLEY

DETACHED 4-BED CHALET WITH INTEGRAL GARAGE (BESIDE THE EXISTING DWELLING)

Applicant: S PAGE

Zoning: Residential

Site Width: 10.6m. Depth: 45.7m.

01 COMMENCE IN 5 YEARS

02 MATERIALS FOR EXTERNAL USE

03 GARAGE PROVISION BEFORE OCCUP

04 LANDSCAPING SCHEME - DETAILS

05 DETAILS OF SCREENING

06 PD RESTRICTIONS-EXTENSIONS

07 DEVELOPMENT AS PER PLAN

08 OBSCURE GLAZING

09 NON STANDARD CONDITION

The existing hedge along the site frontage shall be retained save for the formation of the new vehicular access and shall be reduced in height so as so as not to create any obstruction above 0.6m.

10 NON STANDARD CONDITION

The proposed access should be located at the western end of the site, shown at point 'A' on the location plan and be constructed 2.5m. wide at the highway boundary and splayed to a 4m. wide dropped kerb crossing.

REPORT

Outline and detailed permission for a detached chalet was granted on this site in 1988. Therefore, the principal of this development has clearly been established. This application has generated objections from some 11 household, however, revised plans have reduced the size and bulk of the chalet. The rear building line has also been amended and now projects no further back than 51, Highams Road as suggested in writing by the Ward Member in the interests of the most affected neighbour at 53, Highams Road. The occupant of 53, Highams Road has not raised any adverse comments on the revised plans.

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

CU/0407/90/ROC PARISH OF ASHINGDON

452-454 ASHINGDON ROAD ROCHFORD

CHANGE USE OF DWELLING HOUSE TO OPTICIAN AND DENTAL SURGERY WITH FLAT OVER

Applicant: MR R. MILNER

Zoning: Residential

Ashingdon Parish Council has no objections subject to adequate car parking and access whilst the Rochford District Access Committee for the Disabled suggest a level or ramped access in addition to disabled toilet and parking bay provision (comments which can be included as informative).

APPROVE:

01 COMMENCE IN 5 YEARS

02 CAR PARKING DELINEATED

03 PARKING AREA-PROVIDE & RETAIN

04 NON STANDARD CONDITION

The existing access shall be re-modelled to the maximum width obtainable between the northern flank boundary and the side wall of 458, Ashingdon Road, for the first 6m. into the site measured from the highway boundary, prior to the commencement of the uses hereby permitted.

05 NON STANDARD CONDITION

At no time shall any direct vehicular access from the site onto Ashingdon Road be created.

06 NON STANDARD CONDITION

Prior to the commencement of any of the uses hereby permitted a 2m. high (or other height as may be previously agreed in writing with the Local Planning Authority) brick wall shall be constructed between the points 'A' and 'B' as indicated on the returned drawing no. RH 6910:90 and retained in that position for the duration of the uses. At the same time an area immediately to the west of this line shall be planted with trees. Both the walling and the planting shall be carried out in accordance with details previously submitted and approved in writing with the Local Planning Authority. any trees being removed, without the prior written consent of the Local Planning Authority, or dying, being severely damaged or becoming seriously diseased within 5 years of planting shall be replaced with trees of such size and species as may be agreed in writing with the Local Planning Authority.

07 NON STANDARD CONDITION

The optician and dental surgery uses hereby permitted or similar shall not operate beyond the following times:- 7.30 - 6.00pm Monday - Friday 7.30 - 2.00pm Saturdays; with no working on Sundays or Public Holidays. Furthermore the doctors surgery or any future similar use shall operate on an appointments system only, save for emergencies.

08 SOUND ATTENUATION DWELLINGS

REPORT

The site is situated between an existing greengrocers shop and chemist with an estate agents beyond. consequently, although within a residential area the principle of these uses appears to be acceptable. However, there are reservations concerning the proposed car parking area to the rear and its close proximity to a residential bungalow - 24, Moons Close. Objections from this property have been received on the grounds of noise and poisonous fumes from vehicles. In light of these concerns attempts were made to negotiate a revised parking layout without success although the applicants agent has agreed to further planting along the boundary. Condition 6 also seeks to alleviate this problem but the recommendation is made very much on balance.

Whilst Policy H14 of the Rochford District Local Plan stipulates that there should be no loss of residential units the conversion of these two dwellings would still leave a flat at first floor level.

Members' attention should also be drawn to the number of proposed parking spaces which number 7 on the site. Using adopted standards some 9 spaces are required although there is an existing car park immediately adjacent which presently serves the chemist, etc. and could also be used on a communal basis for this new development. There is room for a further 2 spaces on the site although the agent is unwilling to amend the layout in view of the difference in levels between the proposed car park and the additional land (to the side of no. 454) where these spaces could be situated. In addition he points out that one of these spaces would not be independent of the other.

No objections have been received from the County Surveyor, subject to conditions 3,4,5 or the National Rivers Authority.

7.

CU/0462/90/ROC PARISH OF HOCKLEY

GREENSLEEVES 57 HIGH ROAD HOCKLEY

CHANGE OF USE OF EXISTING HOUSE AND GARAGE TO DAY NURSERY AND ALTERATION OF EXISTING VEHICULAR ACCESS (REVISED APPLICATION)

Applicant: LONG STATUS LTD

Zoning: Metropolitan Green Belt

Hockley Parish Council - make no comment upon the revised application subject to existing conditions previously imposed on CU/0284/90/ROC remaining unchanged.

APPROVE:

01 COMMENCE IN 5 YEARS

02 NON STANDARD CONDITION

The proposed use shall not operate before 7.00 a.m. or after 7.00 p.m. each weekday including Saturdays and not at all on Sundays or Bank Holidays .

Furthermore the childrens delivery and pick up times shall be evenly distributed over a period between the hours of 7.00 a.m. and 9.00 a.m. and 4.00 p.m. and 7.00 p.m. respectively.

03 NON STANDARD CONDITION

The number of children attending the nursery at any time shall not exceed 50.

04 NON STANDARD CONDITION

The proposed new access should be constructed to a minimum width of 5.5m with a 10m dropped kerb crossing.

05 NON STANDARD CONDITION

The existing access shall be suitably and permanently closed to the satisfaction of the District Highways Surveyor, prior to commencement of the use hereby permitted.

06 NON STANDARD CONDITION

Space shall be provided within the site to accommodate the parking and turning of all vehicles regularly visiting the site, clear of the highway and properly laid out and paved as may be agreed with the Local Planning Authority after consultation with the County Highway Authority and such space should be maintained thereafter free of any impediment to its designated use. Furthermore, the minimum number of parking spaces provided shall be as shown on the submitted drawing no.1315. 2A returned herewith.

07 NON STANDARD CONDITION

Except where otherwise indicated on the submitted drawing no.1315.2A the existing trees within the site shall be retained and shall not be removed or reduced in height or spread. Any of the trees being removed without consent in writing from the Local Planning Authority or dying, being severely damaged or seriously diseased shall be replaced with trees of such size and species as may be agreed in writing with the Local Planning Authority.

08 NON STANDARD CONDITION

Notwithstanding the provisions of the Town and Country Planning General Development Order 1988 (or any order revoking and re-enacting that order) details of any walls, fences or other means of enclosure proposed to be erected around the children's play area within the curtilage of the application site shall be submitted to and approved in writing by the Local Planning Authority prior to the erection of that means of enclosure.

09 NON STANDARD CONDITION

Prior to the commencement of the development details of a scheme of construction designed to minimise the risk of ingress of landfill gas shall be submitted to and approved in writing by the Local Planning Authority.

REPORT:

A previous application (CU/0462/90/ROC) for a change of use was considered at the Planning Services Committee of 14th June, 1990 (item no. R.5). This was approved subject to a number of conditions. The first condition made the use personal to the applicants and the second limited the use initially to a period not exceeding two years. These conditions were retained notwithstanding a detailed presentation and officer advice regarding late information received that the application could be granted without these conditions hence the recommendation above.

The present application has been submitted with a supporting letter from the

applicant together with a revised site layout plan. It is understood members have a copy of the letter in question. The letter explains the applicants difficulties with respect to the two aforementioned conditions together with part of a third condition which excludes use of the property on Saturday. As comparisons have been made with Rainbow Nursery the applicant outlines the differences between the two operations and also explains the overview of viability. The latter of course not being strictly a planning matter but as it had been referred to, the applicant felt that fuller information may assist.

Rainbow Nursery in Eastwood Road offers pre-school education to 3 to 5 year olds who attend a maximum of 3 hours per day either morning or afternoon. Whereas Greensleeves would cater for all children in the age group of 6 weeks to 5 years and stay all day as a nursery substitute for home life while their parents are at work, there would unlike Rainbow Nursery be a spread of traffic over a period of hours and on-site parking. The capital outlay for Rainbow is insignificant in comparison with the £400,000 required for Greensleeves for which a comprehensive business plan necessary to raise the finance. This will not be forthcoming if temporary, personal conditions are imposed.

Members will recall due to the large grounds available generous car parking provision is to be provided on site in excess of normal standards and in and out access arrangements re-modelled at the request of the County Surveyor. In response to concerns expressed regarding a dropping off facility the applicant has also now included a lay-by facility within the site aside the circular internal driveway. As before the County Surveyor raises no objection in principle to the proposal subject to conditions included above. A note has been included to which there was no reference on his earlier recommendation, that the personal and temporary conditions may prove useful to enable monitoring and review of the situation.

Three letters from local residents have been submitted objecting to the proposal on access, traffic, highway safety and Metropolitan Green Belt grounds.

8.

F/0329/90/ROC PARISH OF CANEWDON

NEWLANDS PUDSEY HALL LANE CANEWDON

ERECT STORAGE BUILDING FOR AGRICULTURAL MACHINERY

Applicant: S SHELLEY

Zoning: Metropolitan Green Belt

Canewdon Parish Council raise no objection.

APPROVE:

01 COMMENCE IN 5 YEARS

02 PARKING AND TURNING SPACE PROV

03 SERVICES-SURFACE WATER

04 MATERIALS FOR EXTERNAL USE

05 HEDGEROWS TO BE RETAINED

06 REMOVAL OF BUILDINGS

07 NON STANDARD CONDITION

The building hereby approved shall be used for no purpose other than for storage of harvesting machinery or other agricultural machinery/equipment to the satisfaction of the Local Planning Authority.

REPORT

Vacant agricultural site of one acre situated within a rural location on the east side of Pudsey Hall Lane.

It is proposed to erect a building 9m. (29'6") wide and 18.15 (59' 6") deep to be sited 3m (10') from the southern boundary of the site and set back 9m. (29' 6") from the site frontage. The building will be of pitched roof design and clad by grey corrugated sheeting and is of similar design to other farm buildings located within the area.

The existing vehicular access to the site will be retained and turning facilities are to be provided within the site. Some existing outbuildings towards the front of the site are to be removed.

The applicant is a thatcher and requires the new building to house the specialist machinery of his trade. For the past 23 years this has been stored at the nearby Shuttleworth Farm but this has to be vacated in the near future.

Although strictly speaking the use of the building envisaged is not felt to be justified on agricultural grounds for the application site in isolation, the use is appropriate to this rural area and the design of the building is similar to general farm buildings to be found in the locality. In view of the special needs of the applicant it is considered that long standing established rural craft should be encouraged to be retained in the area.

A and S Woodford and Sons (Bolt Hall Farm) state that they have known the applicants family as Master Thatchers for some 60 years and consider this unusual rural craft should be given every assistance.

The National rivers Authority have no objection subject to only clean surface water from roofs discharging into soakaways.

The Ministry of Agriculture, Fisheries and Food consider that agricultural machinery used by the applicant cannot be satisfactorily stored outside because of its age and construction. No objections have been raised to the proposal.

F/0388/90/ROC RAYLEIGH

61-65 EASTWOOD ROAD RAYLEIGH

DEMOLISH EXISTING AND ERECT A 2 STOREY BLOCK OF 5 SHOPS WITH OFFICES OVER AND LAYOUT SURFACE AND UNDERGROUD PARKING.

Applicant: BUCKINGHAM LIMITED

Zoning: Secondary Shopping

APPROVE:

01 COMMENCE IN 5 YEARS

02 MATERIALS PROVISION OF SAMPLES

03 NON STANDARD CONDITION

All development shall be positioned clear of the public highway.

04 NON STANDARD CONDITION

There shall be no obstruction above one metre in height within the 4.5m. x 90m. sight splay as shown on the submitted plan no.998-1990 sheet number three.

05 NON STANDARD CONDITION

The existing access on the Eastwood Road frontage shall be permanently closed and the kerb reinstated prior to the commencement of the development.

06 PARKING AREA-PROVIDE & RETAIN

07 CAR PARKING DELINEATED

08 NON STANDARD CONDITION

The gradient of the access serving the basement car park shall not exceed 4% (1 in 25) for the first 6 metres into the site and 8% (1 in 12.5) thereafter.

09 INDUSTRY AIR POLLUTION

10 BURNING OF WASTE MATERIALS

11 NOISE SUBMIT DETAILS OF PLANT

12 LANDSCAPING SCHEME - DETAILS

13 1.8M HIGH BRICK SCREEN WALL

14 RETENTION OF FENCE OR WALL

15 NON STANDARD CONDITION

The elevational detailing shall be carried out in accordance with the details shown on the revised plan, drawing no. 998-1990A sheet number one dated 16th July, 1990.

16 NON STANDARD CONDITION

The forecourt areas shown cross hatched on plan no. 998-1990 sheet number three shall be laid out and hardsurfaced with contrasting paving blocks to the satisfaction of the Local Planning Authority commensurate with the occupation of the building.

17 NON STANDARD CONDITION

The forecourt area referred to at condition 16 shall be maintained and retained thereafter as an open area and shall not be used for the storage or display of materials or goods for sale or other impediment to its designated use.

18 NON STANDARD CONDITION

Brick walls 1 metre in height shall be erected on the front boundary of the site in the positions marked F to G and E to H on the plan no 998-1990 sheet number three returned herewith commensurate with the occupation of the building. The proposed materials shall be agreed in writing by the Local Planning Authority.

19 1.8M HIGH BRICK SCREEN WALL

20 OBSCURE GLAZING

21 REMOVAL OF BUILDINGS

22 NON STANDARD CONDITION

Notwithstanding the provision of Article 3, Schedule 2, Part 3, Class E of the Town and Country Planning General Development Order 1988 (or any order revoking and re-enacting that Order) the ground floor shop units indicated on drawing no. 998-1990A, sheet number two shall be used for Class A.1 shops and for no other purpose (including any other purpose in Classes A.2, A.3, and B.1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to these Classes within any statutory instrument revoking and re-enacting that Order).

23 NON STANDARD CONDITION

Notwithstanding the provisions of Article 3, Schedule 2, Part 3, Class E of the Town and Country Planning General Development Order 1988 (or any order revoking and re-enacting that Order) the underground parking area indicated on drawing no. 998-1990 A, sheet number two shall be used for the parking of vehicles and for no other purpose (including any other purpose in Classes A1, A2, A3, and B1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to these Classes within any statutory instrument revoking and re-enacting that Order).

REPORT

A previous similar application (ROC/864/89) was refused planning permission on 15th December, 1989 for visual, car parking and loss of tree reasons. The present proposal represents a significant improvement and follows detailed negotiations with the applicant and meets policy standards.

The County Planner (Specialist Advice), and County Surveyor are happy with the scheme subject to specific conditions of a visual and highway nature. The Rayleigh Civic Society suggest screen walls to the side and careful choice of materials and are concerned about the front gable feature and its close

proximity to the footpath and suggest repositioning the lift and stair well to the rear so vehicles entering the underground car park would pass underneath it. They suggest as an alternative that the whole building could be set back to produce a wider footpath.

The Civic Society's views are appreciated but if accepted would reduce the capacity of the scheme as submitted to meet our parking and servicing standards. the footpath width satisfies highway standards (2 metres) and the adjoining forecourt area which is within the ownership of the applicants is to remain open and unimpeded and is reinforced via planning condition no. 17 in the recommendation. The county Planner comments that "at first sight the projection of the central feature may seem excessive, but on consideration and in the light of the large wasted open forecourts to these properties, it is my opinion that this strong feature will be of benefit to the street scene.

10.

F/0404/90/ROC PARISH OF STAMBRIDGE

RANKIN FLOUR MILLS MILL LANE ROCHFORD

NEW WAREHOUSE

Applicant: RANKIN FLOUR MILLS

Zoning: Industrial

APPROVE:

01 COMMENCE IN 5 YEARS

02 MATERIALS FOR EXTERNAL USE

03 NON STANDARD CONDITION

Prior to the commencement of the development, details of a scheme of construction designed to minimise the risk of ingress of landfill gas shall be submitted to and approved in writing by the Local Planning Authority.

REPORT

The application is for a New Warehouse as an extension to the existing warehouse storing bagged finished flour products. The proposed building is of a similar profile and height to the existing warehouse building to which it is linked and will be seen as part of the existing Mill complex.

The location of the building is to the west of the existing warehouse and vehicle maintenance building on part of the recognised Mill complex. The area is completely hardsurfaced in concrete and used for vehicle parking, etc. with an existing automatic lorry washer located here. The area is well screened by a tall hedge along the western and northern boundary.

The applicants have confirmed that no extra traffic will be using the proposed warehouse and the function of the warehouse is merely to provide extra bagged storage of an increasing number of types of flour.

On the proposals map of the District Plan this part of the Mill complex is zoned as Green Belt. However, it is clearly now and has been for many years part of the recognised Mill complex and as well as recommending approval of this application it is suggested that as part of the District Plan review process this discrepancy be corrected.

No objections have been received to the proposal. The Condition in respect of landfill sites has been imposed as suggested by the Essex County Council Consumer & Public Protection Department and informatives re. lighting etc. is requested by the Civil Aviation Authority. Rochford Hundred Amenities Society raise no comment. The County Surveyor leaves the application to the Authority's discretion and it is understood that the County Planner para. 19 consultation will not raise any objection in view of circumstances outlined above.

11.

F/0428/90/ROC PARISH OF HOCKLEY

27 SPA ROAD HOCKLEY

DEMOLISH EXISTING STORE AND REBUILD

Applicant: MR T GARRATT

Zoning: Prime shopping

Hockley Parish Council object for the following reasons:

1. It would facilitate the creation of workshop facilities in an area designated as prime retail.
2. As you are aware, the Council has suggested that the area behind the shops from Bramberton Road to Gateways Supermarket should be considered as a possible area for creating a much needed shoppers car park and they understand that both the Essex County Council and the District Council are actively considering this. The Council are therefore concerned about the length of the proposed extension to the rear which could prejudice the creation of a car park. They would prefer to see the proposed extension turned through 90degrees to run alongside the rear of the properties.
3. The two storage sheds on the site previously are not justification for replacing them with a permanent structure.
4. The Council would however welcome the creation of a well designed, substantial building of two storeys in the area of the existing permanent buildings excluding the proposed rear extension.

APPROVE:

01 COMMENCE IN 5 YEARS

02 MATERIALS PROVISION OF SAMPLES

03 PARKING AREA-PROVIDE & RETAIN

04 CAR PARKING DELINEATED

05 LANDSCAPING SCHEME - DETAILS

06 NON STANDARD CONDITION

Notwithstanding the provisions of Article 3, Schedule 2, Part 3, Class B, of the Town and Country Planning General Development Order 1988 (or any Order revoking and re-enacting that Order) the extension indicated on drawing no. 14789/02 R/C hereby approved shall be used for storage in association with and ancillary to the existing shop (27 Spa Road) and for no other purpose whatsoever including any use in Class B.1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class within any statutory instrument revoking and re-enacting that Order).

07 REMOVAL OF BUILDINGS

08 TREES TO BE RETAINED

09 TREE AND SHRUB PROTECTION

10 DETAILS OF SCREENING

REPORT:

The planning history of the site characterised here is also relevant to the next item on the Schedule (Ref F/0446/90/ROC). These applications can therefore be considered jointly.

An application (ref ROC/076/89) for the retention of an unauthorised rear extension (2 portacabin type buildings) for manufacturing purposes was refused planning permission on 21st April, 1989. The proposal was considered to be contrary to primary shopping policy SAT2, setting an undesirable precedent and via poor appearance having a detrimental effect on the existing buildings adjacent.

Enforcement action ensued seeking cessation of the unauthorised use and removal of the buildings referred to in the former application (ROC/076/89). The unauthorised activities have now ceased and one of the 2 buildings has been removed. A recent application (F/0403/90/ROC) to reinstate the latter and use it together with the remaining one for ancillary storage purposes to the curtain shop has since been withdrawn.

A subsequent application (ref ROC/541/89) to in effect create a substantial 3 storey building with a mix of retail, offices, industrial and residential was withdrawn by the applicant.

The present application is for a proper brick built ground floor extension of reasonable appearance for use as a store in association with the curtain shop. There is adequate parking/servicing area within the site to serve the existing and proposed development.

The applicant states that the curtain shop was previously a cycle shop and the buildings at the rear, now demolished were workshops for cycle repairs and there are numerous small stores and workshops elsewhere within Hockley.

County Highways raise no objection to the proposal subject to stated condition number 3.

The Head of Environmental Services raises no adverse comments.

The Parish Council refer to the Hockley Town Centre Car Parking Study considered by the District Plan Working Party on 19th March, 1990. It was recommended that negotiations be opened with Gateway supermarkets for the District Council to manage their existing car park and that endeavours be made for the Council to acquire the adjoining land to enlarge this facility.

The present application site is not thought to be involved and the above recommendation was not site specific. The extension is modest and leaves the land immediately to the rear open and more importantly the application should be considered on its merits.

12.

F/0446/90/ROC PARISH OF HOCKLEY

27 SPA ROAD HOCKLEY

DEMOLISH EXISTING REAR BUILDING AND RE-BUILD WITH 2 STOREY EXTENSION WITH MACHINE ROOM OVER

Applicant: MR T GARRATT

Zoning: Prime shopping

Floor Area: 70msq. (753)

Hockley Parish Council object for the following reasons:

"The proposal would facilitate the creation of workshop facilities in an area designated as prime retail. They fear that if such a precedent were to be created, the possibility exists that the workshop could, in the future, be separated from the retail outlet and indeed there is a past example of this which took many years to resolve. Any permission should therefore contain a covenant restricting the use and retention of workshop facilities to the current retail usage which should be strictly upheld.

The Council recognise the value of the retail outlet to the general range of trading in the Town Centre and would hope that the Planning Officers can persuade the applicant that the workshop facilities could be accommodated within the existing buildings."

APPROVE:

01 COMMENCE IN 5 YEARS

02 MATERIALS PROVISION OF SAMPLES

03 PARKING AREA-PROVIDE & RETAIN

04 CAR PARKING DELINEATED

05 LANDSCAPING SCHEME - DETAILS

06 NON STANDARD CONDITION

Notwithstanding the provision of Article 3, Schedule 2, Part 3, Class B of the Town and Country Planning General Development Order 1988 (or any Order revoking and re-enacting that Order) the ground floor of the extension indicated on drawing no. 14789/03 R/C hereby approved shall be for storage in association with and ancillary to the existing shop (27 Spa Road) and for no other purpose (including any purpose in Class B.1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class within any statutory instrument revoking and re-enacting that Order).

07 REMOVAL OF BUILDINGS

08 TREES TO BE RETAINED

09 TREE AND SHRUB PROTECTION

10 DETAILS OF SCREENING

11 NON STANDARD CONDITION

Notwithstanding the provision of Article 3, Schedule 2, Part 3, Class B of the Town and Country Planning General Development Order, 1988 (or any Order revoking and re-enacting that Order) the first floor of the extension indicated on the drawing no. 14789/03/R/C hereby approved shall be used as a serving room in association with and ancillary to the existng shop (27 Spa Road) and for no other purpose (including any other purpose in Classes B1 and B2 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class within any statutory instrument revoking and re-enacting that Order).

REPORT:

The site history has been characterised in the previous item (F/0428/90) together with other considerations relevant to this scheme which is for a two storey extension incorporating a sewing room to the first floor for use in association with the curtain shop. There is adequate parking/servicing area within the site to serve the existing and proposed development.

Further to the applicants' reference to the previous cycle repair workshop in the previous item he stresses that the machine room will generate less noise and the site is remote from residential property but close to the Eldon Way Industrial Estate behind.

The concern of the Parish Council with respect to future uses is acknowledged, Condition 1 refers.

The Head of Environmental Services raises no adverse comments.

County Highways raise no objection subject to stated condition number three.

13.

F/0444/90/ROC RAYLEIGH

56 NELSON ROAD RAYLEIGH

3-BED CHALET INCORPORATING A 1-BED GROUND FLOOR GRANNY FLAT, AND A DETACHED GARAGE

Applicant: MR & MRS BRADSHAW

Zoning: Residential

Frontage: 12.3m. (40'4") Depth: 55m. (180')

REFUSE:

01 NON STANDARD REFUSAL

The proposed dwelling would for a poor relationship with the adjoining dwelling, no. 54 Nelson Road by reason of the two storey penetration of a substantial element of the proposed building behind that property's rear wall. This would result in an unreasonable overshadowing of that residence and its rear garden and form an unduly prominent and overbearing feature in the rear aspect thereto to the detriment of the amenities of the occupiers. Furthermore the positions of various first floor windows would lead to serious overlooking with consequential loss of privacy to these occupiers and ensure difficulties with the siting of any subsequent dwelling on the adjacent vacant plot to the south. For the foregoing reasons the proposal is considered to be contrary to Policies H9 and H11 of the Rochford District Local Plan.

REPORT:

The rearmost part of this proposal, although set in from the boundary by some 2.7m. (approx 8' 9"), is 7m. (approx 23') beyond the rear wall of the adjacent house. This has generated comments from the occupiers of that property who have referred to this factor, the loss of sunlight and the complete change of outlook. Reference was also made to the need for obscure glazing to the first floor windows adjacent thereto.

The National Rivers Authority has no comments.

14.

F/0454/90/ROC RAYLEIGH

49 BROOK ROAD RAYLEIGH

TWO STOREY SIDE EXTENSION

Applicant: MESSRS T B PARKER & SON

Zoning: Industrial

Floor Area: 126msq. (1,356 sqft.)

APPROVE:

01 COMMENCE IN 5 YEARS

02 MATERIALS TO MATCH EXISTING

03 DEVELOPMENT AS PER PLAN

04 NON STANDARD CONDITION

The constructional details of the door to the rear elevation shall be agreed in writing with the Local Planning Authority before any works commence.

REPORT:

The joinery works currently operates at two storey level within the existing building and it is now proposed to extend the building in a two storey form to the west. This will achieve a flat roofed side elevation viewed from the industrial estate and with a brick parapet detail viewed from the front of the building. The appearance will loosely compare with adjoining buildings on the estate and would not prove strongly detrimental.

The increase in floor area would normally require up to 12 parking spaces to be accommodated within the site. However 10 spaces already exist and there would only be a total of 8 employees as a result of implementing the application an increase of 1 employee. Whilst it is recognised that there has been some nuisance caused to adjoining residents through casual parking in Wyburns Avenue and the use of pedestrian access to the estate, this proposal could be accepted in the light of the above circumstances.

Six neighbours in Wyburns Avenue adjoining the site have raised objections at the height of the proposal and loss of privacy, the increase in capacity of the building leading to additional noise and disturbance particularly as the premises operate at weekends. Also of concern is the unsightly appearance and parking problems. On the height issue members may note that the parapet detail does not continue all around the building and the view from Wyburns Avenue will remain largely unchanged. This may not be appreciated from the first appearance of the drawing.

The Head of Environmental Services has no objection to the proposal subject to Condition 4 in the recommendation.

15.

OL/0445/90/ROC PARISH OF HOCKLEY

23A HIGHAMS ROAD HOCKLEY

OUTLINE APPLICATION TO ERECT TWO SEMI-DETACHED HOUSES WITH DETACHED DOUBLE GARAGES

Applicant: MR S R LEE

Zoning: Residential

APPROVE:

01 RESERVED MATTERS TOBE APPROVED

02 TIME LIMITS (OUTLINE)

03 GARAGES AND HARDSTANDINGS

04 NO OBSTRUCTION TO VISIBILITY

05 LANDSCAPING SCHEME - DETAILS

06 TREE PROTECTION - CONSTRUCTION

07 PROVISION OF 1.8M HIGH FENCING

08 NON STANDARD CONDITION

Prior to the commencement of the development hereby permitted details of the surfacing and construction of the driveway to Plot 1 shall be submitted to and approved in writing by the Local Planning Authority and the driveway constructed in accordance with those details.

REPORT:

Members may be aware that two previous applications for two detached houses on this site have been refused ROC/1071/88 and ROC/091/90) with the former being dismissed on appeal. An appeal into the latter is pending.

The present proposal attempts to overcome the Inspectors concern with the cramped appearance of the previous scheme mainly by setting the buildings in from the boundary by some 2.8m. (9'3"). Nonetheless objections have been received from some seven properties mainly on the grounds of: overdevelopment, garages too large, visually dominant, development too far behind the rear walls of adjoining residences, overlooking from side windows and doors, loss of established trees, loss of light, increase in traffic disturbance to the site particularly in respect of garages in the rear gardens.

The proposal exceeds the councils' adopted policy of a minimum of 50' frontage for pairs of semi-detached dwellings and the 1m. minimum isolation to the side boundaries. Furthermore the applicant's agent has agreed to resite the buildings further forward to lessen the affect on adjacent properties and it is anticipated that revised plans to this affect will be received prior to the meeting. The application is in outline only but does seek to obtain approval for siting and means of access. The indicative drawing submitted shows a pair of well proportioned dwellings with hipped roofs which minimise the bulk and any overshadowing of adjacent properties. The frontage is similar to that of the pair of semi's immediately to the east the nearest of which also has a garage within its rear garden.

16.

ROC/721/89/CM RAYLEIGH

UNIT 13 RAWRETH INDUSTRIAL ESTATE RAWRETH LANE RAYLEIGH

RENEWAL OF PERMISSION TO USE PART OF YARD FOR WASTE TRANSFER STATION.

Applicant: Acleland Ltd.

Zoning: Industrial.

RECOMMENDATION: Inform Essex County Council that no objections are raised to the renewal of temporary planning permission subject to appropriate conditions set out below.

1. Permission is hereby granted for a limited period expiring on 31st December, 1993 and the use authorised by this consent shall cease and the proposed transfer bins removed, on or before that date, unless a renewal of this consent has been sought and obtained and the premises shall be restored to its former condition.

2. A 2.1m. x 2.1m. pedestrian visibility splay, relative to back of footway/highway, should be provided on both sides of all vehicular accesses and no obstruction above 600mm. in height should be permitted within the area of the splays.

3. No toxic or hazardous waste shall be stored on, or transported to or from the site.

4. There shall be no burning of waste materials on the site.

REPORT:

Temporary planning permission was granted for the waste transfer station on 26th July, 1988 which permission has now expired.

The current application became valid on the 7th June when the Section 26 notices were displayed. In response to these notices and consultations no objections have been received. The Head of Environmental Services recommends conditions 3 and 4. The conditions proposed are a repeat of those imposed on the earlier application.

17.

ROC/917/89 HAWKWELL

107, RECTORY ROAD, ROCHFORD

OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT AND ACCESS ROAD.

Applicant: Mrs. E. E. Tipping.

Zoning: Residential

Frontage: 57m. Site Area 0.5ha (1.24 acres)

RECOMMENDATION: Delegate to the Director of Development to Approve subject to appropriate conditions and Section 52 Agreement.

REPORT:

Members may recall delegating on the 22nd March, 1990 this application to the Director of Development to Approve subject to appropriate conditions and a Section 52 Agreement. The report to that Meeting is attached as APPENDIX 1.

The application is reported back to committee as a little difficulty is being experienced with the detail of the Section 52 Agreement which will now require to be varied slightly from the details initially reported to Committee. None the less the principle behind the agreement remains intact namely seeking to achieve in the long term an end to the non-conforming builders yard use and residential development of the site presently occupied by Eriths (that surrounds the application site on three sides). It was initially thought that the agreement could be tied to Eriths occupation and cessation of the site. However, Eriths are not party to the current application and this is not proving possible.

The applicant as owner and freeholder of the site has offered though to enter the agreement on the basis that when the leasehold interest expires the freeholder should not permit the land to be used for any other purpose than residential.

Members will also be interested to learn the County Surveyor now does not object to access being gained onto Rectory Road for a period until such time as the rest of the surrounding land is redeveloped.

It is therefore recommended that the application be approved subject to conditions and an appropriate legal agreement to secure the objective identified above.

18.

ROC/083/90 RAYLEIGH

27, CROWN HILL, RAYLEIGH

ERECT REST/NURSING HOME WITH 19 BEDROOMS FOR ELDERLY PERSONS, AND RETENTION OF EXISTING BUILDING AT REAR OF SITE AS DAY CENTRE FOR THERAPY.

Applicant: Dr. R. K. Tandon & Partners.

Zoning: Residential.

Frontage: 17, (60') depth: 70m. (220') Site Area 1400msq. (15000)

REFUSAL

1. The proposal would result in the use of an access at a point where visibility is severely restricted to the East. The lack of such visibility would result in an unacceptable degree of hazard to all road users.

2. The proposed layout does not appear to allow for the parking and turning of services/delivery vehicles within the site, so as to enable vehicles to enter or leave the highway in forward gear. The absence of such provision could lead to the need for services vehicles to carry out manoeuvres within the highway or be left standing within the highway giving rise to

interference and hazard to other road users.

3. The proposed rest home together with the retention of the building to the rear as a day centre therapy unit is considered to be an unacceptable overdevelopment of the site which would be both contrary to the highway interests identified above and detrimental to the amenities presently enjoyed by surrounding occupiers.

4. Notwithstanding the outline form of the application the Local Planning Authority consider that the submitted illustrative plans indicate excessive buildings and site coverage, inadequate amenity space provision and potential for overlooking of neighbouring residential properties.

Note:

The proposed development is unacceptable for the stated reasons. The proposal may have been capable of favourable consideration if the proposals overall had been scaled down in particular the deletion of the therapy unit and the removal of the existing buildings from the site. It is understood from the applicants that this would have rendered the scheme non-viable. They have submitted a letter in support of their application which is reproduced below.

"1. As the site has an existing commercial use it is felt that whatever form or shape the current application takes, it must be an improvement, vis-a-vis site use and traffic movement in relation to the existing use.

2. It has always been my Clients' intention to retain the building to the rear of the site as part of the scheme, and although this existing building was not mentioned as such on the application forms, it was shown as existing and retained on the submitted drawings as part of the application.

3. The existing building referred to in (2) above is perfect for its proposed use and no change to the shape or form of the building is proposed, and it is stressed that without the retention and use of this building the proposed scheme is not viable.

4. My Clients point out that as this building has been constructed on a raised plateau to the rear of the site, accessible only by steps, it is not suitable for additional vehicle use or parking in relation to the new proposal to the front of the site.

5. My Clients consider that it is not reasonable to insist on the demolition of the existing building, which could be an unnecessary additional expense. It already has facilities such as toilets, cloakrooms etc. fitted, and in its existing form is perfect for the proposed use, as indicated in (3) over.

6. Regarding the use of the building, it is proposed that this will be used by residents from the new Home on the site, plus an additional day use by non-residents who will be brought by mini-bus from other locations. It is anticipated that about 20 persons would be thus transported, requiring two visits by a 10-seat mini-bus morning and afternoon, and my Client are prepared to accept any reasonable Condition in relation to this use. It is expected that this external use will not happen every day, and in this case the building will be used by the occupants of the new proposed Home on the site.

7. In relation to the principle of the proposal as a whole, it is pointed out that it is now Government policy for the elderly to retain their independence and remain in their own homes as long as possible, and not taking into full-time residential care until absolutely necessary, thereby not

becoming institutionalised too early. My Clients consider that by providing the proposed day-care unit to the rear of the site, they will be helping to reduce the number of persons requiring full-time residential care and thereby implement the current policy advocated by the Government and the Local Social Services Departments.

To summarise, my Clients wish the submitted drawings (including the use of the existing building to the rear of the site as an occupational day centre) to remain, and that the contents of items 1-7 above are taken into account. They accept that the number of bedrooms for the new Home be set at 19 as shown on the original drawing no. 941.01, and to this end I enclose 4 copies of Town Planning Application forms completed accordingly."

The County Surveyor objects for stated reasons one and two and the Rayleigh Civic Society share his view and comment on the applicants' letter in the following terms:

"We note that the applicant in his letter of 3rd July to you makes the point that whatever form or shape the current application takes vis-a-vis site use there must be an improvement which would also include traffic movement. We must point out that the site has remained unused for many years and for many years before, that the Gas Board made little use of it and the traffic was therefore low. The volume of traffic using Crown Hill has increased enormously since those days. There is little point in comparing the situation as it was then and now.

We also wish to point out that the Bingo Hall on the other side of the road made several attempts to use their access onto Crown Hill for vehicles but this was repeatedly refused by the County Council Highways Department on grounds of poor sight lines."

The County Planner (Specialist Adviser) raises no objection subject to details and the Director of Social Services states that they have no comments to make at this stage.

Three local residents have submitted written representations. Two object and the third is anxious about the possible future development of the site should the present scheme be allowed.

The Head of Environmental Services makes the following comments in view of the previous uses of the site.

"The Head of Environmental Services reports that the previous uses of this site have contaminated the ground.

Consultants acting for the applicant have made detailed site investigations and their report has been considered by the Head of Environmental Services in consultation with independent scientific advisers. No objections are raised against the proposed development subject to a scheme of works being carried out to remove or render innocuous all contaminated or offensive material in accordance with an agreed method statement.

The following condition should therefore be attached to any planning permission which may be issued.

Standard Condition C.94 - Method Statement - Construction Programme.

Members will be conscious of the former use of the site as a Gas Board Depot

(Marketing and Distribution Centre) which it is understood from the Gas Board generated a high level of vehicular movements. However, the County Surveyor has considered this information and maintains objection as listed above.

19.

LB/0392/90/ROC ROCHFORD

4, SOUTH STREET, ROCHFORD

Applicant: Waymade Plc.

Zoning: Secondary Shopping.

SINGLE STOREY REAR EXTENSION TO SHOP

RECOMMENDATION Delegate to the Director of Development to determine this proposal upon the expiry of a late neighbour consultation letter on the 31st July, 1990.

REPORT:

The proposed single storey gabled roofed rear extension gives rise to no objections in principle as discussed in the preceding report on application F/0394/90/ROC. As far as its effect upon the building is concerned its scale siting and design are acceptable subject to appropriate finishing materials, specifically natural British Slate roof tiles and the elevations be finished in smooth render applied by a wooden float. Provided these finishing requirements are met (and ensured by imposition of a condition on the consent) no objections are raised as no significant adverse effect will result upon the appearance of the building.

No adverse comments have been received from consultees.

It is considered that the application may be acceptable subject to the above and conditions similar to those suggested for application F/0394/90/ROC.

It is recommended that the decision be delegated to the Director of Development following the expiration of the consultation period.

20.

F/0394/90/ROC ROCHFORD

4, SOUTH STREET, ROCHFORD

Applicant: Waymade Plc.

Zoning: Secondary Shopping.

SINGLE STOREY REAR EXTENSION TO SHOP

RECOMMENDATION: Delegate to the Director of Development to determine this proposal upon the expiry of a late neighbour consultation letter on 31.7.90.

REPORT

This property is a Grade II Listed Building used as a dispensing chemist. It has its own vehicle side access way along its south flank leading to a rear

yard enclosed on almost all sides. Adjoining no. 4 on its north flank is a fancy dress shop, to the rear fronting Back Lane is a private club whilst to the south side of the service drive lies a brick boundary wall a minimum of 6' high, beyond which lies another shop and an insurance office to the rear.

The proposal is for a single storey gabled roofed rear extension the full width of the rear elevation and it will occupy its full width of the rear elevation almost abutting the flank wall of the club beyond and it will have no windows. A free standing shed will be removed from the part of the yard it occupies and the nearest window of a neighbouring property is to no. 2 and is not a significant source of illumination.

Although the proposal will enable an expansion of the retail floorspace the unit is in a town centre location close to a public car park off Back Lane and there is significant need for on site customer parking as a result of this proposal. The extension will not be afforded any direct public views due to its location within a group of two storey buildings. It will not give rise to any adverse effects and therefore no planning objections are raised to the principle of this rear extension.

No objections have been received from any of the consultees.

Specific design issues are addressed in the following report on the concurrent Listed Building application.

It is considered that this proposal may be acceptable subject to conditions concerning commencement of work within 5 years, window design, archeological recording and samples of materials.

It is recommended that the decision be delegated to the Director of Development following the expiration of the consultation period.

21.

CU/0369/90/ROC RAYLEIGH

WALFORDS FARM, HULLBRIDGE ROAD, RAYLEIGH

CHANGE OF USE OF LAND BY THE LAYING OUT OF TWO GOLF COURSES WITH AN ANCILLARY CAR PARKING AREA. LANDSCAPING AND ALTERATIONS TO HULLBRIDGE ROAD ADJOINING THE SITE.

Applicant: Mr. T. C. Harrold.

Zoning: Metropolitan Green Belt.

Hullbridge Parish Council have expressed concern with regard to the possible conflict with existing public footpaths (the course has since been amended to avoid conflict with the footpath which crosses the site) and the layout of hole no. 6 on the short course (the dog leg has since been removed by negotiations). Concern has also been expressed with regard to privacy, floodlighting, possible future residential development of the site, traffic danger/increased traffic in Hullbridge Road, landscaping and tree retention.

RECOMMENDATION: Delegate to Director to determine on completion of consultations.

REPORT

Site and Surroundings

This irregular shaped site, comprising some 78 hectares of agricultural land, is situated on the east side of Hullbridge Road in a predominantly rural location within the Metropolitan Green Belt.

There are some adjacent residential properties, particularly to the north of the site.

The site is gently undulating with a number of trees/hedges within the site and around the perimeter.

There are three vehicular accesses to Hullbridge Road. A public footpath and some overhead electricity power lines cross the site.

A number of substantial farm buildings and a farmhouse exist approximately midway along the Hullbridge Road frontage.

Planning background

On 30th January, 1990 planning permission was granted, on appeal, for the change of use of land to 2 golf courses and the conversion and alteration of some farm buildings to a golf clubhouse and pro-shop and maintenance vehicle store with car parking (Application ref ROC/458/89).

At the same time an appeal relating to a separate application for a similar proposal but including buildings for leisure and recreational use, was dismissed (Ref ROC/243/89).

A copy of the Inspectors appeal decision letter is attached as an appendix to this report.

The applicant then commenced work on the northern golf course, in breach of the planning conditions, but has subsequently stopped work pending the outcome of the current planning applications.

Rather than convert one of the existing barns into a clubhouse, the applicant now wishes to erect a new clubhouse. Consequently, a fresh application has been submitted to erect a new building for use as golf clubhouse and convert farm building to provide ancillary accommodation (Ref CU/0368/90/ROC). The application, which relates only to the buildings is still under consideration and negotiations seeking to achieve planning improvements are still being carried out.

A separate application, the subject of this report, has been submitted for change of use of land to form two golf courses with ancillary car parking, landscaping and alterations to Hullbridge Road to provide a new and improved access (Ref CU/0369/90/ROC). This application has been submitted separately from application CU/0368/90/ROC to enable the formation of the golf courses to be considered independently from the clubhouse so as to enable the golf courses to be considered as quickly as possible and not to be prejudiced by

any planning objections to the building(s) envisaged.

Members will note that application CU/0368/90/ROC is broadly in keeping with the principle accepted by the abovementioned appeal decision.

The Proposal

To layout two 18 hole golf courses.

The more northern golf course will be a short, mainly par.3, golf course suitable for beginners. The southern course will be a normal sized golf course intended for the more serious golfer.

The layout of both courses has been designed to angle holes away from adjacent residential premises and Hullbridge Road. In addition, amendments have been negotiated with the applicant to improve the layout, particularly with regard to the 6th hole of the short course, to reduce the impact on properties in Wellington Avenue and the course layout at the southern end of the site has been changed to avoid conflict with the existing public footpath.

With regard to landscaping, the vast majority of existing trees/hedges will be retained and extensive new planting is envisaged. This aspect of the proposal has also been significantly improved as a result of negotiation and the general landscaping approach now seems acceptable. A number of new water features are proposed throughout the site and some of the existing overhead power cables will be replaced underground.

The exact details of landscaping and boundary treatment will require further agreement which can be resolved by planning condition.

An extensive car parking facility is envisaged providing 200 car parking spaces close to the entrance to the site. This may not be adequate at all times, bearing in mind two courses are envisaged but there is scope for overspill parking to be provided, which can be required by condition. Additional parking may be required when considering the merits of the planning application for the clubhouse, if appropriate.

The existing farmhouse will remain to provide staff living quarters but most of the existing farm buildings will be demolished.

Two existing vehicular accesses to Hullbridge Road will be closed and an existing access will be improved to form the sole vehicular access to the site. These improvements include the widening of Hullbridge Road and the formation of a right turn lane for vehicles northbound along Hullbridge Road. The views of the County Surveyor are still awaited at the time of compiling this report.

Planning Considerations

The previous appeal decision has accepted the use of this site for two golf courses.

The application for the clubhouse will be considered separately which enables this application to be dealt with in relation to golf course use/layout, landscaping, parking, access and traffic safety considerations. It is the Councils Policy (Policy LT7) to encourage proposals for golf courses where parking, access, and the general impact is considered acceptable and where the loss of high quality agricultural land is avoided.

Consultations

Adjoining occupiers and a number of interested parties have been consulted and the application has been advertised by the display of a site notice.

At the time of writing the report some consultations are still outstanding. The responses received include:-

MAFF - No objections.

National Rivers Authority - No comments.

The Secretary to the Council points out that the site is crossed by a public footpath.

The Eastern Council for Sport and Recreation suggest that additional golf course provision can be justified in this area. The site appears to be large enough to accommodate a full length course and a par 3 course. This form of golf centre allows for a range of all abilities and is especially supported.

The Essex Bridleways Association are concerned that existing public rights of way across the site should be retained. Access onto Hullbridge Road is considered to be an important consideration.

As a result of the publicity given to this application 3 letters of objection have been received raising concern mainly with regard to; loss of countryside, cramped layout, safety, need for boundary fencing, disturbance, loss of privacy, damage, floodlighting, loss of outlook, landscaping and poor relationship with adjacent residential properties.

One letter of support has been received stating that the course and its facilities will provide much needed recreation for the area.

Conclusion

In view of the appeal decision no objection in principle is seen to this proposal.

The layout and landscaping of the course are considered, in general, to be acceptable and planning conditions can be used to ensure satisfactory landscaping is achieved.

Adequate on site car parking can be achieved.

The new access and alterations to Hullbridge Road are important and any approval granted will need to take into account the views of the County Surveyor, which are still awaited.

At this stage, subject to the response from the consultations still outstanding, it is felt the application may be favourably considered subject to conditions concerning: development to commence within 5 years, details of any buildings to be approved, car parking, golf use not to extend to existing buildings, buildings shown to be removed to be demolished, acceptable access/highway improvements and alterations to be provided, landscaping, boundary treatment, changes in ground level, no change to course layout, no practice areas etc. other than as may be agreed, footpath access to be retained, closure of existing redundant accesses to Hullbridge Road, no flood-

lighting, dwellinghouse to be ancillary accommodation, drainage and details of open storage.

In order to enable this matter to be resolved as quickly as possible it is asked that this matter be delegated to the Director of Development to determine in due course.

ROC/917/89 HAWKWELL

107, RECTORY ROAD, ROCHFORD

OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT AND ACCESS ROAD.

Applicant: Mrs. E.E. Tipping.

Frontage: 57m.

Site Area: 0.5ha. (1.24 acres).

Zoning: Residential.

RECOMMENDATION: Delegate to the Director of Development subject to appropriate conditions and a Section 52 Agreement as set out below.

REPORT:

Outline planning permission was granted in 1986 for residential development of part of this site, together with adjoining land rear of Banyard Way (ROC/351/86).

The site comprises a large detached house and outbuildings and mature garden extending to 1.24 acres. Presently, Eriths builders merchants use surrounds the site on all sides, other than its extensive road frontage onto Rectory Road, some 57m. The site contains a number of preserved trees and attractive tree'd boundaries.

The current proposal is merely to establish the principle of residential development of the site, with only the means of access to the site being indicated at this stage.

Residential development is consistent with the District Plan notation and is to be encouraged subject to appropriate details to be submitted in due course.

Two earlier identical applications were refused permission in 1989, but not on matters of principle. This was due to the unacceptable details indicated at that time, on grounds of cramped layout, and proximity to the adjacent commercial use, poor enclosure, insufficient regard to preserved trees, and too many dwellings proposed. However, these detailed criticisms cannot be levelled at this current outline application and will be matters covered by appropriate conditions, informatives or future negotiations.

The County Surveyor, whilst not objecting to the principle of development of the site, recommends that there be no direct access from the site onto Rectory Road, that the access be from Banyard Way and the existing access onto Rectory Road be closed.


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Members should note that the two 1989 refusals were not refused on these grounds. Also, at an appeal Local Inquiry into these refusals, Council for the appellant withdrew the appeal in favour of the current application as the Local Planning Authority were not presenting such an argument. Furthermore, the current application site does not physically abut the suggested access point off Banyard Way, that the intervening land is not in the applicant's control, but is leased to a third party which does not expire until 2034. The current site also enjoys an established access off Rectory Road.

In all the circumstances, it is not felt the County Surveyor's recommendation cannot be reasonably sustained. Nonetheless, the applicants have offered to enter into a Section 52 Agreement that on cessation of Eriths use, an alternative access to the current site will be provided from Banyard Way at which time closure of the access off Rectory Road could be pursued. Furthermore, such agreement would call for non-residential use of the land presently occupied by Eriths, on their vacating the site, and that an appropriate residential development of the site be pursued at that time (subject to planning permission).

The Head of Environmental Services reports the site is adjacent a builders merchants, which has generated complaints, but investigations have failed to substantiate a statutory nuisance.

There are two letters from local residents, one not objecting, and one objecting on grounds of busy builders merchants use, redevelopment should include the builders merchants and traffic matters.

In the light of the history outline above, Anglian Water Services Ltd. raise no objection.



Planning Inspectorate
Department of the Environment

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Your Reference GM/1415/AP1A &
AP2A/FB
Our Reference T/APF/B1550/A/89/
131844/P5 & 139517/P5

Date 30 JAN 90

Gentlemen

TOWN AND COUNTRY PLANNING ACT 1971, SECTION 36 AND SCHEDULE 9
APPEALS BY:-MR T.HAROLD
APPLICATION NOS:-ROC 243/89 and ROC 458/89

1. As you know I have been appointed by the Secretary of State for the Environment to determine these appeals. These are both against Rochford District Council and concern the same site at Walfords Farm, Hullbridge Road, Rayleigh, Essex. In the first case the appeal is against the failure of the council to determine within the prescribed period, an application to change the use of land to golf course and the conversion, alteration and extension of some farm buildings for leisure and recreational use with car parking area (Appeal reference A/89/131844). The second is against the decision of the council to refuse planning permission for the change of use of the land to 2 golf courses and the conversion and alteration of some farm buildings to a golf club house and to a pro-shop and vehicle plant store with car parking area (Appeal reference A/89/139517). I have considered the written representations made by you, the council and by interested persons. I inspected the site on the 10 January 1990.

2. From these representations and my inspection of the appeal site and surroundings I consider that the main issues in both these appeals are first, whether the appeal proposals are contrary to green belt policy and whether, if they are, there are any exceptional circumstances that would justify permitting them contrary to the general presumption against allowing new development in the green belt. Second, in any case whether the appeal schemes would have any harmful effect in terms of visual impact and traffic generation.

3. The appeal site consists of a farm of about 78 hectares lying between Hullbridge and Rayleigh in the Metropolitan Green Belt. Hullbridge and Rayleigh are separated along the Hullbridge Road by only a short distance and Walfords farm occupies by far the greatest proportion of this rather narrow stretch of green belt land.

4. The Essex Structure Plan, which was adopted in 1982, and the Rochford District plan, adopted in 1987, both contain policies which seek generally to resist the introduction of new development into the green belt. However, policies in both plans acknowledge, as a possible exception the introduction of small scale facilities for outdoor participatory sport and recreation.

5. The introduction of golf links in this area would not, in my view, be contrary to any of the general aims of green belt policy as advised, for example, in circular 14/84 or Planning Policy Guidance note 2(PPG 2). Nor would it be contrar



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to the council's own green belt policies. Bearing in mind the economic pressures on farming at present and the need as advised in PPG 7, to diversify in agriculture, golf courses here would tend to stabilize the situation with regard to this rather vulnerable part of green belt land. It could also, with the introduction of landscaping and tree planting, result in an improvement in the appearance of the local landscape.

6. With regard to the second appeal application, which involved the conversion of an existing dutch barn to clubhouse and the conversion of a larger barn to pro-shop and maintenance plant store, I would regard these as the kind of small scale facilities for outdoor participatory sport envisaged by the Structure and Local plan green belt policies. I am not convinced that the dutch barn, which is a fairly high steel-framed building, would convert easily to a clubhouse. Even if it could not however, and a new one had to be built, if this was suitably designed and of an appropriate small scale then the visual impact need not be very great. Similarly the construction of a car park for club members could have only a minimal visual impact if properly located and screened by trees and other landscaping measures. The removal of some of the existing farm buildings would, in any case, bring about a significant visual improvement to this part of the site.

7. I have considered the traffic implications of this particular scheme but have concluded that there would be little deterioration in traffic conditions on the highway as a result of the use of a clubhouse, pro-shop and the two golf courses. The main road is straight as it passes Walfords Farm itself and visibility in both directions is good. Subject to the road being widened in the way suggested on behalf of the local highways authority I consider that this particular appeal proposal would be acceptable in highway terms.

8. The other appeal proposal included the conversion of three existing barns for use as leisure centre and sports hall in addition to the change of use of the land to a golf course. Specifically, three large steel framed and clad barns would be converted for this purpose. In order to achieve this it would be necessary to extend the existing buildings so that they linked up. This would result in one single building approximately 40m wide, 82m long and 5m high to eaves level. In addition a large car park would have to be provided in fields adjoining the farm buildings in order to cater for the scale of use that could be expected for this kind of facility.

9. There is no doubt in my mind that this particular proposal is contrary to the council's green belt policies and to the general aim of national policy with regard to green belts. The sports hall would not be the kind of low key ancillary building that serves outdoor activities in green belt locations and which is generally acceptable there. It would be large, visually very intrusive and could generate activity of an intensity that would be inappropriate to a green belt location of this kind.

10. The council submitted no evidence with regard to its objection to the second appeal application on drainage grounds and so I have not been able to consider this aspect of the case.

11. I have taken into account all the other matters raised but none of these has been of sufficient weight to override the considerations which have led me to my conclusion. For the reasons I have stated I have decided to dismiss the appeal dealing with the golf course and the leisure/sports hall complex (appeal reference A/89/131844). The appeal proposal for the golf courses and the conversion of the existing buildings to clubhouse and shop/store I have decided to allow subject to conditions requiring details of design of the new buildings, the provision of a car park and landscaping and the widening of the road and formation of vehicular access to the site.

12. I have also considered the question of the public footpath that runs accross part of the golf course. The illustrative plans submitted show that several of the links would be accross this path. When I walked this path there was evidence that it was quite well used and it probably provides a useful link between Hullbridge Road and another road on the eastern side of the farm. To divert this path to a route around the edge of the appeal site would, in my view, tend to undermine the amenity and recreational value of this part of the green belt to members of the general public. Since however, the diversion or stopping up of footpaths is subject to legislation separate from that of planning I have not sought to apply a planning condition with regard to it. However, details of landscaping to be submitted subsequently, should, in my view, provide for the retention of the path in its present position. I see no reason why this should interfere unduly with the use of the land around it for playing golf.

13. For the above reasons, and in exercise of the powers transferred to me I hereby dismiss the appeal and refuse planning permission for the change of use of land to golf course and the conversion, alteration and extension of some farm buildings for leisure and recreational use with car parking area, at Waldfords Farm Hullbridge Road, Rayleigh (appeal reference A/89/131844).

14. For the above reasons, and in exercise of powers transferred to me, I hereby allow appeal reference A/89/139517 and grant planning permission for the change of use of land to 2 golf courses and the conversion, and alteration of some farm buildings to a golf clubhouse and pro-shop and maintenance vehicle store with car parking area in accordance with the terms of the application (No ROC/458/89) dated 20 May 1989 and the plans submitted therewith, subject to the following conditions:

1. the development hereby permitted shall be begun not later than 5 years from the date of this letter;
2. before the development hereby permitted is begun details of the design and external appearance of the proposed conversion and alteration of all existing buildings shall be submitted to and approved by the local planning authority;
3. No development shall take place until a car parking area has been provided within the appeal site in accordance with details to be submitted to and approved by the local planning authority
4. no development shall take place until there has been submitted to and approved by the local planning authority a scheme of landscaping for the whole of the appeal site, which shall include indications of all existing trees and hedgerows on the land, and details of any to be retained, together with measures for their protection in the course of development
5. all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the buildings or the completion of the development, whichever is the sooner, and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the local planning authority gives written consent to any variation
6. Before the development hereby permitted is begun Hullbridge Road in the vicinity of the appeal site shall be widened and the entrances to the appeal site altered, in accordance with details to be submitted to and approved by the local planning authority



15. Attention is drawn to the fact that an applicant for any consent, agreement or approval required by a condition of this permission has a statutory right of appeal to the Secretary of State if approval is refused or granted conditionally or if the authority fail to give notice of their decision within the statutory period.

16. The developers attention is also drawn to the enclosed note relating to the requirements of the Chronically Sick and Disabled Persons Act 1970.

17. This letter does not convey any approval or consent which may be required under any enactment, byelaw, order or regulation other than section 23 of the Town and Country Planning Act 1971.

I am gentlemen
Your obedient Servant

EB. Williams

E.B. WILLIAMS DipTP ARICS MRTPI
Inspector

001152

DELEGATED PLANNING DECISIONS - 26th July 1990

I have decided the following applications in accordance with the policy of delegation and subject to conditions :-

APPROVALS

- ROC/775/87 Erect 2m high boundary fence to front of property, and 1.2m high concrete posts to Brays Lane frontage at 296, Ashingdon Road, Rochford - Mrs Shirley Newton.
- ROC/060/89/DP Use land as informal public open space at Junction of Chelmsford Road/Church Road, Rayleigh - Rochford District Council.
- CU/0205/90/ROC Change use of existing compressor and cooler housing for storage use and site three mesh bins, one truck body for storage purposes and siting of one skip at unit 13/15, Purdeys Way, Purdeys Industrial Estate, Rochford - T. H. Quinton.
- F/0301/90/ROC Extension of existing vehicular access at Falklands Fishing Waters, Hullbridge Road, Rayleigh - Rochford Angling Club.
- F/0306/90/ROC Single storey rear extension at 8, Central Avenue, Rochford - N. Perry.
- F/0310/90/ROC Two storey rear extension at 5, Cherrydown, Rayleigh - Mr & Mrs Bonny.
- F/0321/90/ROC Detached garage at Trinity Wood House, Trinity Wood Road, Hockley - Mr R. Reay.
- F/0323/90/ROC Single storey front extensions to garage and hall and add canopy at 92, Eastwood Rise, Rayleigh - Mr A. Whale.
- F/0324/90/ROC First floor side extension at 10a, Hamilton Gardens, Hockley - Mr Warwick.
- F/0372/90/ROC Single storey front extension at 103, Golden Cross Road, Ashingdon - Mr & Mrs Loneyan.
- F/0376/90/ROC Erect 1ft 6inch high front boundary fence at 46, Bramfield Road East, Rayleigh - Mr I Styles.
- F/0381/90/ROC Single storey front extension and front dormer at 14, Folley Lane, Hockley - Mr Arnold.
- F/0382/90/ROC Rear conservatory at 239, London Road, Rayleigh - Mr & Mrs Bunting.
- F/0384/90/ROC Single storey rear extension, carport and front and rear dormers at 57, Louis Drive, Rayleigh - Mrs Biddle.

APPROVALS (Cont.)

F/0382/90/ROC Rear conservatory at 239, London Road, Rayleigh - Mr & Mrs Bunting.

F/0384/90/ROC Single storey rear extension, carport and front and rear dormers at 57, Louis Drive, Rayleigh - Mrs Biddle.

AD/0387/90/ROC Erect 12ft high free standing illuminated parish sign opposite Mountview, Lower Road, Hullbridge - Hullbridge Parish Council.

F/0391/90/ROC Single storey side extension at 9, The Hylands, Hockley - Mrs V. R. Faircloth.

F/0396/90/ROC Extend existing front dormer at 74, Windermere Avenue, Hullbridge - Mr & Mrs Robinson.

F/0397/90/ROC Convert part of garage to living accommodation and rear extension at 146, Conway Avenue, Great Wakering - B. Lewis.

F/0401/90/ROC Front porch at 28, Knivet Close, Rayleigh - H. S. Webster.

F/0402/90/ROC Two storey side and rear extension at 24, Abbey Road, Hullbridge - A. Button.

F/0414/90/ROC Conservatory at rear at 19, Rowan Way, Canewdon - Carol Marie Rankin.

F/0415/90/ROC Extensions to ground floor and alterations to roof at Rosedene, Trenders Avenue, Rayleigh - J. Gibson.

REFUSALS

ROC/150/90

Outline application to erect dwelling adjacent Ardleigh House, Hall Road, Rochford - J. W. Butcher Esq.

Reasons: 1) Excessive development in the M.G.B.
2) Would intensify the use of an accessway onto classified highway.

F/0335/90/ROC

First floor rear extension at 4, The Drive, Hullbridge - Mr & Mrs P. Sutton.

Reason: Would result in an overbearing and dominant appearance detrimental to amenities.

F/0358/90/ROC

Single storey rear and two storey side extensions to incorporate garage, front and rear dormers at 25, Windsor Gardens, Hawkwell - Ms J. Connell.

Reason: The proposal fails to provide 1m isolation from boundary.

F/0390/90/ROC

Hipped roof to gable incorporating front and rear dormers at 30, Sutton Road, Rochford - Mr T. B. Ellis.

Reasons: 1) Out of keeping with neighbouring properties.
2) Insufficient car parking space.
3) Would create a precedent.

001155

DELEGATED PLANNING DECISIONS - 26th July 1990

Weekly List No. 14

APPROVAL

OL/0359/90/ROC Outline application to erect two detached 4-bed chalets with new private drive access at 206, London Road, Rayleigh - Mr S. Gunn.



001156

DELEGATED PLANNING DECISIONS - 26th July 1990

Weekly List No.16

APPROVAL

RM/0312/90/ROC 2 detached chalets and garages on plots 1 and 2
(Reserved Matters) Rear of 27-35 & 31 Rawreth
Lane, Rayleigh - John Pring Homes Ltd.

REFUSAL

OL/0317/90/ROC Outline application to erect two detached houses
and garages rear of 20-28, Ridgeway, Rayleigh -
Mr & Mrs Steward.

- Reasons:
- 1) Fails to demonstrate that the development can reasonably accommodate the site without detracting from amenities.
 - 2) Out of character with surrounding dwellings.
 - 3) Would form cramped appearance.
 - 4) Would detract from amenities in the area.

001157

DELEGATED PLANNING DECISIONS - 26th July 1990

Weekly List No.17

APPROVALS

OL/0360/90/ROC Outline application to demolish existing dwelling and erect two 3-bed detached chalets at 24, Golden Cross Road, Ashingdon - Mr C. Wallace.

F/0398/90/ROC Detached 4-bed house with part-integral garage at 27, Ambleside Gardens, Hullbridge - T. Connolly Esq.

REFUSAL

F/0405/90/ROC Two storey side extension and change of use to elderly persons home at 1, Station Crescent, Rayleigh - Mr Horsnell.

- Reasons:
- 1) The Elderly Persons Home situated close to a railway line is considered unsuitable.
 - 2) Unsatisfactory parking layout.

001158

DELEGATED BUILDING REGULATION DECISIONS

APPROVALS ~~XXXXXXXXXX~~

DATE: 26th July 190

PLAN NO.	ADDRESS	DESCRIPTION
0/173 A	Unit 1, Imperial Park Industrial estate, Rawreth, Rayleigh.	New offices and stores.
0/141 A	1, The Approach, Rayleigh.	Alterations and extensions to existing offices, New pitched roof to existing two storey building and first floor extension adjacent.
0/320	4, King Henry's Drive, Rochford	Single storey side extension and re-fit bathroom.
0/328	53, Clifton Road, Ashingdon.	Extensions.
0/90/422	135, Little Wakering Road, Little Wakering.	Replace slate roof with clay tiles.
0/90/423	25, Windsor Gardens, Hawkwell.	Old staircase to be replaced for new.
0/373	80, Windsor Way, Rayleigh.	Single storey rear extension.
0/365	Britavia House, Aviation Way, Southend Airport, Rochford.	Reinstate existing fire damaged roof.
0/285 A	111, Bull Lane, Rayleigh.	2 No. Dormer Windows.
0/374	R/O Main building, Amac Limited, Aviation Way, Rochford.	Parts Storage, Mezzanine and Racking.
0/191	2. Leamington Road. Hockley	Rear extension and garage.
0/1A	60. Eastwood Road. Rayleigh.	Front porch. Pitched roof to replace flat roof to garage.
0/241A	Plots 25.26.27. Alexandra Road/ Rectory Avenue Ashingdon.	Revision of approved bungalows to chalet bungalows.
0/253A	3. Shop Row, East End. Paglesham.	Rear Extension.
0/292A.	4. Dene Gardens, Rayleigh.	Double storey side extension.
0/313	144. Stambridge Road. Rochford.	Garage.
0/330	11. Burnham Road, Hullbridge.	Rooms in Roof extension.
0/345	7A. Holt Farm Way. Rochford.	Alterations and extensions to Doctors Surgery.
0/347.	103. Golden Cross Road. Ashingdon.	Front extension and alterations to garage to accomodate ground floor cloakroom with shower for handicap use.
0/414	8. Weir Gardens. Rayleigh. 46A. Lancaster Road. Rayleigh.	Detached Garage. Underpinning.
0/767A	Wayside Lodge. Magnolia Road. Rochford.	Lounge/Kitchen Extension.

001159

DELEGATED BUILDING REGULATION DECISIONS

APPROVALS/REVISIONS

DATE: 26th July

PLAN NO.	ADDRESS	DESCRIPTION
90/483 BN.	10. Cheapside East. Rayleigh.	Kitchen Diner Extension. Bathroom alterations.
90/447	18A. York Road. Ashingdon.	Toilet, Hall extension, and repitching of existing garage roof.
90/479 BN.	7, Eastbury Avenue, Rochford.	New Garage.
90/466 BN	557. Ashingdon Road. Rochford.	Two storey side extension and form new dormer windows at front & rear.
90/467 BN	Artell. Stewards Elm Farm Road Great Stambridge.	Cavity Wall Insulation.
90/464 BN	Lower Barn Farm. London Road, Rayleigh.	Change pitch of new roof.
90/465 BN	559. Ashingdon Road. Rochford.	First floor extension.
90/446 BN.	Northcroft. Newpark Road. Hockley.	Re-Roof.
90/447 BN	Olicana. Magnolia Road. H/Well	Extension to dwelling.
90/448 BN	74. Eastwood Road. Rayleigh.	Convert integral garage to living accommodation.
90/449 BN	24. Central Avenue. Ashingdon.	Room in Roof.
90/442 BN	59. Leamington Road. Hockley.	Replacement of rear section of garage by single storey extension.
90/436 BN	70, Victoria Road, Rayleigh.	Construct en-suite. shower room in main bedroom.
90/440 BN	82. West Street. Rochford.	Re-roof part of building.
90/434 BN	50A. Parklands. Rochford.	Cavity wall insulation.
90/426	17. Woodlands Road. Hockley.	Kitchen Extension.
90/427 BN.	Cozy Nook, Beke Hall Chase. Ray.	Rear extension. bathroom & kitchen repairs/renewal of roof & windows ETC.
90/429	Treetops. Hillview Road. Rayleigh.	Underpinning.

001160

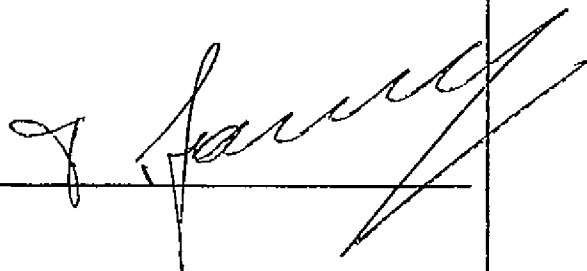
DELEGATED BUILDING REGULATION DECISIONS

APPROVALS/REJECTIONS

DATE: 26th July '90

PLAN NO.	ADDRESS	DESCRIPTION
90/296-	6, Totmans Close, Rayleigh Weir Industrial Estate, Ryaleigh.	Rear extension to eisting factory.
90/297	34, Lower Road, Hullbridge.	Erection of garage.
90/298	28, Elm Drive, Rayleigh.	First floor extension.
90/300	38, Broad Walk, Hockley.	Conversion of floor area and extend roof at rear.
90/315	34. Grove Road. Rayleigh.	First Floor Extension.
90/316	36. Grove Road. Rayleigh.	First Floor Extension.
90/319	123. Bull Lane. Rayleigh.	Single storey rear extension with flat roof.
90/318	58. Hambro Avenue. Rayleigh.	Extend existing bedroom in roof and add dormer window.
90/307	45. Elm Drive. Rayleigh.	First floor side extension and formation of dormer.
90/324	11. Highams Road. Hockley.	Remove existing roof form new roof with rooms within.
90/327	1. Central Avenue, Rochford.	New Chalet.
90/339	Hockley Woods. Main Road. Hockley.	New reinforced underground bunker.
90/342	78, Southend Road. Rochford.	Loft space to office.
90/343	1a. Central Avenue. Rochford.	Attached Garage.
90/352	10. Purleigh Road. Rayleigh.	Rooms in Roof.
90/354	57. Louis Drive. Rayleigh.	Rooms in roof, rear addition. internal alterations.
90/355	29. Nursery Close. Rayleigh.	Loft Conversion.

CHAIRMAN



DATE

6/9/90

001161