



**Rochford District  
Council**

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**1999**

**January - December**

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**Rochford District  
Council**

# **ROCHFORD DISTRICT COUNCIL MINUTES**

**1999**

**April (Part 2)**

## ROCHFORD DISTRICT COUNCIL

### Minutes of the Finance & General Purposes Committee

At a Meeting held on 13th April 1999. Present: Councillors Mrs. J. Helson (Chairman), R Adams, D E. Barnes, C.I. Black, D.F. Flack, G. Fox, Mrs. J.M. Giles, Mrs. H L.A. Glynn, D.R. Helson, V.D. Hutchings, V H Leach, Mrs. S J. Lemon, R.A Pearson, R.E. Vingoe, P.F A. Webster, D.A Weir and Mrs. M A.Weir.

Apologies: Councillors N. Harris, C.R Morgan and D.J. Sutton.

Substitutes: Councillors P.A. Beckers, Mrs. W.M. Stevenson and Mrs. M.S. Vince.

Visiting: Councillors D.M. Ford and S.R. Tellis

#### 130. MINUTES

##### Resolved

That the Minutes of the Meeting held on 2nd February 1999 be approved as a correct record and signed by the Chairman, subject to the inclusion of Councillor Mrs. M S. Vince as visiting.

#### 131. MEMBERS' INTERESTS

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

Councillor D.E. Barnes declared an interest in Grants to Outside Bodies by virtue of his role as Chairman of Rayleigh Age Concern.

Councillors D.E Barnes, P.A Beckers, C.I. Black and Mrs. J. Helson declared non-pecuniary interests in the item relating to joint management of King George's Field, Rayleigh by virtue of membership of Rayleigh Town Council.

Councillor Mrs. J.M. Giles declared a non-pecuniary interest in the item relating to Grants to Outside Bodies by virtue of her involvement with Rayleigh Age Concern.

Councillor R.E. Vingoe declared a non-pecuniary interest by virtue of his role as a Hockley Parish Councillor.

Councillor Mrs. M A. Weir declared a non-pecuniary interest in the item relating to Elderly Persons Day Centres.

#### 132. REPORT OF URGENCY SUB-COMMITTEE - CRIME AND DISORDER REDUCTION STRATEGY

The Committee received the report of the Chief Executive outlining the recent decision of the Urgency Sub-Committee that the draft Crime and Disorder Reduction Strategy document be approved for publication.

The Committee agreed that officers should be thanked for their work in producing the strategy document.

#### 133. OUTSTANDING ISSUES

(i) Finance & General Purposes Committee - Meetings of 21st July and 1st December 1998

(ii) Council - Meetings of 28th July and 8th December 1998

The Committee was satisfied that all necessary action had been taken. Minutes 157/98, 326/97 and 526/98 were carried forward.



134. **RECOMMENDATIONS OF PARENT COMMITTEES**

The Committee considered the recommendations of the parent committees.

Committee

Date

**COMMUNITY SERVICES**

**2nd March 1999**

**Minute 80 - Public Conveniences**

This matter would be considered later in tandem with the report of the Head of Client and Leisure Services.

**Minute 82 - Minutes of Community Safety Sub-Committee -Minute 109 - Flood Warning Siren at Foulness**

**Resolved**

That £2,706 92 plus VAT be granted to Foulness Parish Council for the installation of a flood warning siren. (HLS)

**Minute 93 - Morrins Close/Glebe Close, Great Wakering**

**Resolved**

(1) That the purchase of the area of land off Morrins Close (Friends Farm, Great Wakering) measuring 0.4 acres, as outlined in the report, to be financed from the funds already set aside for this project, be agreed.

(2) That Great Wakering Parish Council be asked to confirm their contribution to the project

(3) That support be given to the application to the Essex Environment Trust and Rochford Environment Trust to fund the project.

(4) That the project be "fast tracked" to avoid unnecessary delay in the implementation of the project. (HLCS)

Committee

Date

**TRANSPORTATION &  
ENVIRONMENTAL SERVICES**

**23rd March 1999**

**Minute 144 - Kerbside Recycling Trial Update**

The Committee agreed that this confidential matter be dealt with after exclusion of the public.

135. **MINUTES OF WORKING GROUPS/PARTIES AND SUB-COMMITTEES**

The Committee considered the appended Minutes and recommendations contained therein.

Meeting

Date

**MEMBER BUDGET MONITORING  
GROUP (ADJOURNED MEETING)**

**17th March 1999**

**Minute 3 - Repairs and Maintenance**

**Resolved**

That the savings to the repairs and maintenance schedule, as outlined, be actioned. (HFS)

**MEMBER BUDGET MONITORING  
GROUP (RECONVENED MEETING)**

**24th March 1999**

**Minute 5 - Capital Programme 1999/2000**

It was noted that the Sub-Committee had intended to refer to the term "community initiatives" rather than "healthy living centre" and that debate with regard to town centres had included specific reference to Hockley and Rochford. Minute revision could be agreed by the Working Group at its next meeting.

On the question of town centres, a Member wished to emphasise the Council's commitment set out under Minute 60/99 that the capital receipt for "Etheldore" be earmarked for the following initiatives with reports on each of the items, together with details of their programming, being brought forward to the relevant service committee together with progress reports to the Member Budget Monitoring Group:-

- \* Hockley Town Centre
- \* Rochford Town Centre
- \* Completion of the public convenience upgrade programme with Rochford as first priority
- \* Recycling
- \* Park School

The Committee agreed that it would be appropriate to defer that part of the minutes dealing with public conveniences as a full report on conveniences was to be considered later in the meeting. The proposal to set aside £150,000 to enable completion of Rayleigh Town Centre enhancements was referred to Full Council.

**Resolved**

(1) That the proposal that £150,000 be set aside to enable completion of the Rayleigh Town Centre enhancements be referred to Full Council for consideration.

(2) That, with the exception of public conveniences, the remaining points raised under Minute 5 be actioned (HFS)

**PARTNERSHIP SUB-COMMITTEE**

**25th March 1999**

**CORPORATE RESOURCES SUB-COMMITTEE**

**30th March 1999**

**Minute 208 - Property Pilot Database - Update**

**Resolved**

That agreement to the Property Pilot Scheme be reaffirmed, subject to the increased cost of connection being funded from the existing Economic Regeneration Budget. (HCPI)

**Minute 209 - Senior Management: Review of Achievements, Priorities and Personal Development Requirements; Revised Appraisal Procedure**

**Resolved**

(1) That the appraisal system, as outlined, be approved

(2) That £1,000 be set aside from the Members' Training Budget for Member training in performance appraisal.

A Member indicated that recommendation (1)(a) should have reflected the fact that a design was yet to be agreed. Some Members also felt that it would be of value for some indicative plans to be available when future consideration is given to design proposals.

A Motion was moved by Councillor Mrs. M.A. Weir and seconded by Councillor Mrs. W.M. Stevenson that recommendation (1)(a) be deferred until after the forthcoming Elections. During debate officers confirmed that an indication of possible site facilities/activities would be required for the formulation of business plans and tax payment strategies. The Chief Executive indicated that, in terms of timeframe, officers would report back as soon as possible in the next Civic Year.

The Committee felt that it would be appropriate to keep all four of the Consultant's options open with regard to the former Rayleigh Sports and Social Club building from retention of whole or part of the building to new build. A number of Members referred to public perception and the importance of progressing matters. In noting the need to be mindful of budget provision it was agreed that, if possible, the Corporate Director (Finance & External Services) should provide an indication of potential costings associated with tax consultants at the next meeting of Full Council.

### RECOMMENDED

(1) That the consideration of proposals in respect of the former sports and Social Club building be deferred until after the forthcoming Elections.

(2) That options for the former Sports and Social Club building should include all four options identified by the consultants from new build through to partial and total refurbishment.

(3) That the options for inclusion in connection with the Mill Hall should be those as recommended by the Mill Hall Complex Working Party, that is:-

- conversion of existing female toilet and cloakrooms into Male and Female Toilets and the creation of a new creche at a cost of approximately £87,000 exclusive of fees, inflation and fitting out.
- works to foyer including replacement of entrance matting, provision of new carpeting and installation of new reception desk and canopy at a cost of approximately £27,000 exclusive of fees, inflation and fitting out.
- creation of an Arts Cinema incorporating:-
  - provision of projection screen and video projection unit suitable for Main Hall;
  - provision of Sky Television satellite installation and large plasma screen television at a cost of approximately £45,000 exclusive of fees and inflation

(4) That £75,000 be set aside for external landscaping to be agreed, with implementation dependent upon decisions in relation to both the Mill Hall and the former Sports and Social Club building.

(5) That the Council engages tax consultants to advise upon optimum tax payment strategies subject to the Corporate Director (Finance and External Services) confirming costs at Full Council.

(6) That officers be instructed to prepare a business plan for the Mill Hall Complex project, given the proposals and activities outlined.

(7) That Officers report back at the earliest opportunity in the new Municipal Year in relation to (4) and (5) so that an early decision can be taken as to what development should take place in relation to the Mill Hall and the former Sports and Social Club building. (HLCS)

## Minute 226 - Rayleigh Citizens Advice Bureau

Responding to Member questions, the Corporate Director (Finance & External Services) indicated that Officers would endeavour to rationalise the Service Level Agreements between Rochford and Rayleigh Citizens Advice Bureaux and that the Council would need to monitor CAB activity with regard to proposed heading (ix) (The need for raising money from alternative sources)

## Resolved

(1) That the revised funding arrangements relating to computers, as detailed in the report of the Head of Financial Services, be approved

(2) That the nomination of the Member level representative on the Bureau Management Board be held over until the Bureau achieves Company registration and that the Head of Financial Services report back on his own position within the organisation following consultation with the Chairman of the Bureau.

(3) That the broad headings in respect of the Service Level Agreement be as follows:-

- (i) the agreement shall be between this Authority and, initially, Rayleigh Citizens Advice Bureau and a similar appropriate document offered to Rochford Citizens Advice Bureau.
- (ii) it shall cover the period for the remainder of 1999/2000 and three financial years thereafter. There is no guarantee that the Council will grant aid in any year, but any funding will depend on compliance with the Service Level Agreement.
- (iii) the Agreement will cover the standards for the services provided by the Bureau, including opening times, staffing etc.
- (iv) it will cover the standards applicable to the Management Board of the Bureau.
- (v) it will include the right of this Authority to nominate one Member and one Officer to the Management Board of the Bureau.
- (vi) it will include the standards of services to be applied by the Authority in the delivery of the advice service.
- (vii) it would make appropriate reference to the lease.
- (viii) it would deal with the financial support from this Authority during the period of the Agreement.
- (ix) financial support from this Authority will be dependent on the Citizens Advice Bureau raising a minimum of 10% from other sources for expenses relating to its revenue account
- (x) it will set out the way in which the Bureau deals with Best Value
- (xi) it will deal with the liabilities of the parties, including insurances and health and safety.

#### Minute 227 - Grants to Outside Bodies

NOTE: Councillor R A Pearson declared a non-pecuniary interest in this item by virtue of his role as Chairman of a Day Centre

It was noted that Minute 227 should have included reference to Councillors R.E Vingoe and Mrs W.M Stevenson having moved the motion with regard to revised criteria. Minute revision could be agreed at the next meeting of the Working Party.

With regard to the proposed criteria adjustments, Members noted that, of organisations currently in receipt of grant, very few would no longer attract assistance. A Member referred to the value of regular criteria review.

A motion that the Council's funding priorities remain unaltered was moved by Councillor D.E. Barnes and seconded by Councillor Mrs H.L.A. Glynn. An amendment relating to specification of new scheme commencement and providing for the presentation of certain applications to the Sub-Committee was moved by Councillor D.R. Helson and seconded by Councillor C.I. Black.

#### Resolved

(1) That the new criteria take effect from the Financial Year 2000/2001

(2) That the new criteria in respect of service delivery priority be approved as suggested but that criteria in respect of funding priority remain unchanged.

(3) That, where grant applications are in excess of £1,000, organisations be requested, when considered appropriate, to present their application to the Corporate Resources Sub-Committee.(HLS)

#### Minute 228 - Grants to Outside Bodies - Rayleigh Operatic and Dramatic Society

NOTE: Councillor R.A Pearson declared a non-pecuniary interest in this item by virtue of his role as Vice-President of the Society.

A number of Members had received correspondence from the Rayleigh Operatic and Dramatic Society asking that further consideration be given to the possibility of grant provision.

In responding to Member questions the Corporate Director (Finance & External Services) confirmed that the Council was in possession of the Society's accounts, that the grant application was in respect of hall hire and that, on previous occasions, weighting had been given to the Society's contribution to the local fabric of Rayleigh Town

Taking into account the latest revision to grant criteria a number of Members felt it may be appropriate to invite the Society to make a presentation to the Meeting of the Corporate Resources Sub-Committee scheduled for 15th April 1999.

On a Motion moved by Councillor D.E. Barnes and seconded by Councillor Mrs. H.L A. Glynn it was.-

#### Resolved

That the Rayleigh Operatic and Dramatic Society be invited to make a presentation in respect of their grant application to the Meeting of the Corporate Resources Sub-Committee scheduled for 15th April 1999. (HLS)

#### Minute 229 - Grants to Outside Organisations - Mayday Mobile/Dial-A-Ride

**Resolved**

That, on the basis of information currently provided, the additional sum of £1,000 be released to Mayday Mobile and that a report on the Dial-A-Ride review be submitted as soon as possible (HRHM)

**136. SINGLE WORK FOCUSED GATEWAY (SWFG)**

The Committee considered the report of the Head of Revenue and Housing Management on operation of the Government's new initiative entitled "Single Work Focused Gateway" and how the initiative would affect the Council.

The Corporate Director advised that proposals were in hand for the opening of a Gateway at Rayleigh Job Centre in June 1999 and that the Government would be prepared to fund any costings associated with the Council's offices in Rochford. Current indications were that, should the Council not be in a position to provide building facilities, it would be expected to second members of staff.

Members felt that, at this stage, a number of concerns could be raised with regard to Gateway plans. Proposals appeared to transfer work and costs to local authorities and problems could be associated with the likely increase in the number of persons using the Rochford offices to claim benefit. Given the uncertainties, it was felt that the Council should invite a senior member of the SWFG implementation team to make a presentation in the first instance.

On a Motion moved by Councillor D.E. Barnes and seconded by Councillor G. Fox it was:-

**Resolved**

That a senior member of the Single Work Focused Gateway implementation team be invited to make a presentation to this Committee and that any other considerations be deferred until that presentation has taken place. (HRHM)

**137. TRAVELLERS IN ESSEX - REPORT OF THE ESSEX CHIEF EXECUTIVE'S ASSOCIATION**

The Committee considered the report of the Head of Corporate Policy and Initiatives detailing the contents of a report prepared for the Essex Chief Executive's Association by the Travellers in Essex Working Party.

A motion that this matter be referred to Full Council in view of its implications for the whole District was moved by Councillor P.F.A. Webster and seconded by Councillor R. Adams

In responding to Member questions, the Chief Executive confirmed that the District had already signed up to a Travellers in Essex Code and that the adopted Local Plan prescribed a specific Gypsy policy.

During debate Members agreed that further details in respect of current equal opportunities legislation, the Council's statutory obligations and the existing countywide policy should be provided to enable effective consideration at Full Council.

**Resolved**

That the report of the Head of Corporate Policy and Initiatives, along with the further supporting information specified above, be referred for consideration to the forthcoming Meeting of Full Council (HCPI)

**138. PUBLIC CONVENIENCES - REFURBISHMENT**

The Committee considered the report of the Head of Leisure and Client Services which provided detailed specifications and costings for the proposed refurbishment of the public conveniences at Back Lane, Rochford and Crown Hill, Rayleigh.

During debate concern was expressed at the extensive nature of the proposed specification (such as the inclusion of underfloor heating and high administrative/supervision costs) and the fact that proposals would incur expenditure £22,000 above budget. Reference was made to the potential financial benefit of approaching non specialist contractors. A number of Members felt that it would be appropriate to set a maximum sum for expenditure on toilet provision with the emphasis being on more traditional vandal proof provision. A Member referred to an understanding that the Crown Hill toilets were sited on a natural spring and that account would need to be taken of this factor when formulating proposals. A motion moved by Councillor D.E Barnes and seconded by Councillor Mrs. H.L.A Glynn, together with amendments moved by Councillor Mrs J. Helson and seconded by Councillor Mrs. S.J. Lemon, were agreed.

**Resolved**

(1) That no action be taken with regard to current proposals in respect of public conveniences.

(2) That revised proposals be formulated on the following basis:-

(i) Tenders to be sought from as wide a variety of sources as possible, including local builders, with the emphasis being on traditional type toilets (as vandalproof as possible).

(ii) A maximum, all inclusive, expenditure on public conveniences of £150,000.

(3) That Officers circulate revised specification proposals to all Members of the Council on the basis that Group Leaders will co-ordinate Member feedback.

(4) That further investigation be undertaken into the potential of providing public convenience provision at the Mill Hall building as part of the Mill Hall Complex Study. (HLCS)

**139. CONTRACT EXTENSION**

The Committee considered the report of the Corporate Director (Finance and External Services) outlining proposed terms for extension of the refuse collection, street cleansing and grounds maintenance contracts. In responding to Member questions the Corporate Director advised that the contractors main concern with regard to costs related to refuse freighters.

On a motion moved by Councillor Mrs. W.M. Stevenson and seconded by Councillor D.E Barnes it was:-

**Resolved**

That the three contracts be extended for one year on the terms set out in the report, subject to the proposals in respect of expenditure arrangements being applied to refuse freighters only. The Corporate Director to report back to this Committee as appropriate. (CDF&ES)

**140. JOINT MANAGEMENT OF KING GEORGE'S FIELD, RAYLEIGH**

The Committee considered the report of the Corporate Director (Law, Planning and Administration) regarding a request from Rayleigh Town Council for the District Council to consider the possibility of introducing joint management arrangements in respect of King George's Field, Rayleigh

**Resolved**

That Officers be authorised to enter into discussions with Rayleigh Town Council on proposals for the joint management of the King George's Field, Rayleigh and report the outcome to this Committee. (HLS)

141. **RATE RELIEF FOR BUSINESSES IN RURAL AREAS - RURAL SETTLEMENT LIST**

The Committee considered the report of the Head of Revenue and Housing Management on the need to undertake the annual review of the Rural Settlement List

**Resolved**

That the Rural Settlement List be as follows for the financial year 1999/2000:-

South Farnbridge in the area of Ashington  
Barling Magna in the area of Barling  
Canewdon in the area of Canewdon  
Foulness in the area of Foulness Island  
East End in the area of Paglesham  
Church End in the area of Paglesham  
Rawreth in the area of Rawreth  
Battlesbridge in the area of Rawreth  
Great Stambridge in the area of Stambridge  
Sutton in the area of Sutton. (HRHM)

142. **NATIONAL NON DOMESTIC RATING DISCRETIONARY RATE RELIEF**

The Committee considered the report of the Head of Revenue and Housing Management on two cases where applications had been received for rate relief under the provisions of Sections 47/48 Local Government Finance Act 1988.

During debate with regard to application (b) from United Nomadic Integrated Transnational Education (UNITE), the Chief Executive advised on the planning situation in relation to the charity. A Member referred to the value of identifying the current situation with regard to the tipping of hardcore on this site and that the views of the Charity Commission on this particular charity should be sought prior to any decision being taken. A motion was moved by Councillor D.F. Flack and seconded by Councillor R.E. Vingoe that further investigation be undertaken with regard to this application

**Resolved**

(1) That the views of the Charity Commission on UNITE as a charitable organisation and its operation be sought prior to any mandatory relief being granted.

(2) That further investigation be undertaken in respect of the tipping of hardcore at Willows Pond Farm.

(3) That Discretionary Relief be refused to the Rawreth Equestrian Centre and UNITE. (HRHM/HPS)

143. **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 5,8 and 9 of Part 1 of Schedule 12A of the Act.

144. **KERBSIDE RECYCLING TRIAL UPDATE**

The Committee considered the confidential report of the Head of Housing, Health & Community Care on the Kerbside Recycling Trial update, together with an addendum report detailing the outcome of recent officer investigations.



The Head of Service indicated that Ecologika were currently drafting a report in consultation with District Officers, the outcome of which was likely to be available in the near future. From current indications it appeared that Ecologika could well include provision for kerbside box based schemes as part of future strategy and, therefore, a decision to purchase boxes would not necessarily mean they were redundant at the end of a trial period.

In responding to questions the Head of Service advised that, in future presentations to the Council, Ecologika would no doubt be able to address the concern of a Member that an evaluation is undertaken of the environmental impact of recycling.

During debate a Member indicated that, on the basis of financial considerations, the lowest bid relating to boxes should be accepted. Other Members favoured undertaking as broad a collection trial as possible. Reference was made to an understanding that a number of recycling sites were heavily used and that box collection might not overcome this problem. Reference was made to the length of time now taken to reach a decision in this matter and the likelihood that the public would be happier with wheeled bins rather than having to use boxes which might present lifting difficulties for some residents. Experience had indicated the longevity and cost effective nature of bins.

In responding to a Member question regarding bin size, the Head of Service indicated that a move to smaller bins was likely to fit with Ecologika views.

On a Motion moved by Councillor Mrs. H.L.A Glynn and seconded by Councillor V.H. Leach regarding the use of bins and a further Motion moved by Councillor R.A. Vingoe and seconded by Councillor R.A. Pearson with regard to bin size it was:-

#### **RECOMMENDED**

(1) That the kerbside recycling trial proceeds on the basis of alternate weekly collections of recyclable material and refuse.

(2) That the tender submitted by Serviceteam Ltd be approved which, together with the supply of wheeled bins and appropriate publicity, produces a total estimated cost of £26,600.

(3) That smaller size bins be provided for collection of recyclable materials. (HHHCC)

#### **145 BUSINESS RATE - HARDSHIP RELIEF**

The Committee considered the confidential report of the Head of Revenue & Housing Management on an application for hardship relief.

#### **Resolved**

That hardship relief under the provisions of Section 49 Local Government & Finance Act 1988 be granted for the Financial Years 1998/99 and 1999/2000. (HRHM)

#### **146 CONTRACT STANDING ORDERS - MONITORING REPORT**

Pursuant to Contract Standing Order 22.4, the Committee received the confidential report of the Head of Financial Services detailing orders placed by the Financial Services Division.

The Meeting closed at 10 50pm

# Committee Report



Rochford District Council  
To the meeting of:

**THE STRUCTURAL AND PROCEDURAL REVIEW WORKING GROUP**

On: **28 SEPTEMBER 1999**

Report of: **HEAD OF ADMINISTRATIVE AND MEMBER SERVICES**

Title: **MINUTES OF THE STRUCTURAL & PROCEDURAL REVIEW  
WORKING GROUP**

Author: **G. Brazendale**

**At a Meeting held on 14th April 1999. Present. Councillors Mrs. J. Helson (Chairman), D.E. Barnes, D R Helson, V.H Leach. V D. Hutchings, P.F.A. Webster and Mrs. M A Weir.**

**Substitute: Councillor D A Weir**

**Apologies: Councillor C R Morgan**

## **41. APPOINTMENT OF CHAIRMAN**

### **Resolved**

That Councillor Mrs. J. Helson be appointed as Chairman for the remainder of the municipal year

## **42. MINUTES**

The Minutes of the the Meeting held on 11th March 1998 were confirmed as a correct record. There was one matter arising, as outlined below:

### **Minute 40 - Services Directorate Overview**

In reply to a Member question, the Chief Executive indicated that a report concerning the Transportation post will be presented to the Working Group in the next Committee Cycle

## **43. MODERNISING LOCAL GOVERNMENT - NEW POLITICAL STRUCTURES**

The Working Group considered the report of the Chief Executive which sought Members' views on the way forward in respect of the modernising agenda set out by Central Government, as contained within the draft Local Government (Organisation and Standards) Bill, published on 24th March. Comments on the content of the draft Bill and the accompanying consultation paper, "Local Leadership, Local Choice", are invited by the Department of the Environment, Transport and the Regions by 21st May 1999. A summary of the consultation paper and draft Bill, together with a full copy of the consultation paper, was appended. The Chief Executive informed Members that he had, since preparation of the report, received a copy of another White Paper "Modernising Government", which also had implications for the conduct of Local Government.

It was noted that the Local Government Association's initial response had been to broadly welcome the draft Bill, but at the same time point out that much of what is proposed merely reflects what many Councils are already doing, particularly with regard to probity, standards and codes of conduct and cutting down on the number of committees. Furthermore, this Council was considered to be in advance of the Government's proposals in terms of standards and codes of conduct and had also undertaken a fundamental review of its committee structure relatively recently.

Following detailed discussion, the Working Group agreed that the Council's response to the DETR concerning the draft Bill and the consultation paper should incorporate the following main points:

- Many of the recommendations relating to the proposed new political structures were considered not to be applicable to small, non-urban Authorities such as this Council.
- There was no indication as to how the costs associated with the Government's proposals - for example in Officers' time and the administration of the consultation process - would be met
- There was concern that the "Widdicombe rules", in relation to pro-rata representation, particularly for the Executive, had not been followed.
- Large parts of the draft Bill are too prescriptive in terms of what political structures Local Government should have. Councils should have more power to determine their own future. Reference was made to the strengths of the existing structure of local governance within the District which, incorporating the Parish Councils, had already allowed the opportunity for extensive consultations with local people. It was considered essential that any new proposals preserve the Parish Council structure intact.

Other key components of the Council's response to addressing the Government's initiatives were identified, as follows:

- The need to engage the general public effectively, to ensure a meaningful consultation exercise to determine the desired form of Local Government. Members were of the opinion that the Council is successfully providing a wide range of services, and that this achievement needs to be effectively publicised.
- The Authority should aim to meet the White Paper's requirements where appropriate and practicable, but should seek to minimise the potentially disruptive effect of considerable change on its operation.

It was concluded that it would be prudent to begin to undertake some initial exploratory work, to ensure that the Council can respond expeditiously as soon as legislation does come forward, and the mechanism by which this would be carried out was considered. In view of the cross-party agreement on many of the key issues it was suggested that a small working party be established to identify solutions acceptable to the Council. Members agreed to consider this approach when Officers reported on the options. The postscript to the White Paper could be used to identify those measures already undertaken to achieve the Government's objectives, and those areas where future action would be required.

## RECOMMENDED

(1) That Officers submit a formal response to the consultation paper "Local Leadership, Local Choice" incorporating the concerns as described above

(2) That a report be presented to a future meeting of the Working Group concerning the following areas - options for changing the committee structure with a view to minimising disruptions and reflecting the strengths of the current system, potential strategies for engaging in a public consultation and information exercise in relation to the modernising local government

agenda, and the likely cost implications of both changing the committee structure and undertaking a public consultation and information campaign on this matter.

#### 44 CO-OPTION TO COUNCIL COMMITTEES & SUB-COMMITTEES

The Working Group considered the report of the Corporate Director (Law, Planning and Administration) regarding the role of co-opted Members on the Council's Committees and Sub-Committees. Members were reminded that, at the Meeting of Finance & General Purposes Committee on 9th February 1999, it was resolved "that with immediate effect, only elected Members of the Council be provided with confidential papers (as defined in Schedule 12A of the Local Government Act 1972) and that the situation with regard to co-opted Members be referred to the Structural and Procedural Review Working Group in order that a decision can be made on the matter at Council at 20th April 1999." (Min 61/99)

The Group also received a copy of the Corporate Director's letter, dated 22nd January 1999, outlining the situation with regard to co-opted Members who currently have non-voting status but who did receive confidential papers.

During discussion, a number of Members expressed concern about the existing arrangements and, in particular, the right of co-opted Members to receive the confidential papers of Committees on which they sit, regardless of whether the subject matter of those reports relates to the Members' area(s) of interest or expertise. It was suggested that it would instead be more appropriate to appoint advisers who could attend particular Committee Meetings to provide specialist expertise on identified issues. It was considered that, in general, the use of advisers should be limited to non-confidential matters except where they represent statutory bodies such as the Police.

The Working Group also agreed that it was necessary to determine whether attendance at Committee was the most appropriate forum for many of the existing co-opted Members. The Chief Executive informed Members that it was intended in the forthcoming municipal year, to consider the ways in which consultation with tenants could best be carried out. It was concluded that Officers should review all the existing co-opted Members to determine whether it would be appropriate for them to continue to attend Committees in the advisory capacity outlined above and, if so, the types of issue upon which they should advise. The Working Group agreed that, following this review, a report should be taken to the first Meeting of each Committee, rather than Annual Council, to consider the appointment of relevant advisers, and that the existing co-opted Members would need to be thanked for their past service and be informed of the changed appointment procedure.

A Member also suggested that advisers should be requested to disclose any pecuniary or other interests, with which the Working Group concurred.

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

#### RECOMMENDED

- (1) That co-opted Members be replaced by advisers, who are appointed to Committees/Sub-Committees to speak only on those issues within their expertise
- (2) That at its first meeting after Annual Council each Service Committee consider its requirements for advisers at its meetings and those of its Sub-Committees.
- (3) That advisers be requested to declare any pecuniary or other interests at each Meeting they attend. (CD(LPA))

#### 45 AMENDMENT OF COMMITTEE/SUB-COMMITTEE TERMS OF REFERENCE TO PROVIDE OPPORTUNITY TO DEBATE ANY MATTER IN FULL COUNCIL

The Working Group considered the report of the Corporate Director (Law, Planning and Administration) which sought to address the issues raised at the Meeting of Finance & General Purposes Committee held on 14th December 1998 at which it was resolved "that in the interests

of democracy, the terms of reference of Committees and Sub-Committees (other than Planning Services) are amended to provide every Member of the Council with the opportunity to debate any matter in Full Council before the issue is resolved. Officers to report to the next appropriate Committee on the changes in delegated authority necessary to achieve this".

The Working Group considered a number of options to allow every Member of Council the opportunity to influence the decision-making process by Full Council and the following revisions to existing practices were agreed:

The "three day rule" (Standing Order 18(6)) Members agreed that the necessity for three Members' signatures to be obtained to initiate the referral to Council of any delegated decision by a Committee should be retained.

It was suggested, however, that the deadline for the submission of such a request, which is currently three working days after the date of the Meeting, should be extended to give Members more time fully to consider Committee Minutes and to obtain the necessary support for the referral. In considering a revised timetable, it was noted that the Minutes of Committees which are held on Tuesdays, are normally finalised for circulation to Members on Friday of the same week. On a Motion by Councillor Mrs. J. Helson and seconded by Councillor Mrs. S.J. Lemon, it was agreed to recommend that Standing Order 18(6) be revised to allow submission of a referral requisition within four working days of the date of the Committee Meeting. This would enable the inclusion of a weekend over which Members could carry out the necessary consultations.

#### **Presentation of Committee reports**

It was suggested that there had been uncertainty in the past concerning those issues about which Committees had delegated authority to make decisions (i.e. to resolve) and those where its recommendations were required to be referred to Council for final decision. On the suggestion of the Corporate Director (Law, Planning and Administration) it was agreed that all Committee reports should, in their recommendations, include in bold type the wording "that this Committee resolves" or "this Committee recommends" to clarify which decisions would need to be referred to Council for ratification.

The Working Group concluded that, given the probability of future major changes to the Committee structure as a result of Central Government initiatives (as outlined elsewhere on the Agenda), it was not at present a suitable time to implement any other revisions. Indeed, it was considered that many of the existing procedures which had previously been re-assessed to improve the speed of the decision-making process were succeeding in that aim, particularly those relating to Urgency Sub-Committees, and should therefore be retained.

#### **RECOMMENDED**

(1) That Standing Order 18(6) be revised to allow submission of a written requisition requiring a Committee Minute to be referred to Full Council for decision within four working days from the date of the Committee's Meeting

(2) That the recommendations contained within Committee reports should be prefaced by appropriate wording (as shown above) to clarify whether the Committee's decision would need to be submitted to Full Council for ratification. (CD(LP&A))

#### **46 MEETINGS TIMETABLE 1999/2000**

The Working Group considered the report of the Corporate Director (Law, Planning and Administration), together with a draft timetable for the forthcoming Municipal Year. A number of changes were suggested, in particular the advantages of moving Annual Council to a date later in the week were acknowledged and the draft was amended accordingly.

Looking further ahead, it was recognised that changes resulting from the "modernising agenda" will give rise to the need to reconsider the timing of Member Meetings, and it was agreed that the



new Head of Administrative and Member Services considers and reports on these issues to a future meeting of the Group.

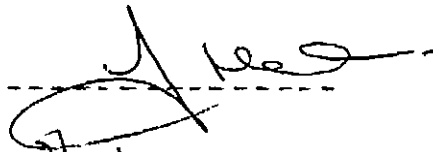
The Corporate Director (Finance and External Services) suggested that with the work undertaken by the Budget Monitoring Group throughout the year it would be appropriate to consider the draft budget in its entirety at the Special Council of 20th January 2000 rather than through each Service Committee and this was accepted by Members.

#### RECOMMENDED

- (1) That Annual Council in 1999 be held on Thursday 20th May.
- (2) That the draft timetable for Committees as annexed to these Minutes, be approved.
- (3) That the Council's budget be submitted for consideration to the Meeting of Extraordinary Council to be held on 18th January 2000, rather than to each of the Service Committees in turn
- (4) That the Head of Administrative and Member Services report to a future meeting on further timetable adjustments which may be appropriate. (CD(L,P&A))

The Meeting closed at 10.15pm

pans&groups/sandprwgsep28

CHAIRMAN   
DATE 28/9/99



Rochford District Council  
To the meeting of.

### CORPORATE RESOURCES SUB COMMITTEE

On: 9TH JUNE 1999

Report of: HEAD OF ADMINISTRATIVE & MEMBER SERVICES

Title: MINUTES OF THE CORPORATE RESOURCES SUB-COMMITTEE

Author: G. Brazendale

Report Approved By:

At a Special Meeting held on 15th April 1999. Present: Councillors D.E. Barnes (Chairman), G. Fox, Mrs. J.M. Giles, Mrs. H L A. Glynn, Mrs. J. Helson, Mrs S.J. Lemon, R.E. Vingoe, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir.

Apologies: Councillors V.H. Leach and C.R. Morgan.

Substitutes. Councillors J.M. Dickson and D.R. Helson.

Visiting. Councillor D.M. Ford.

#### 231. MEMBERS' INTERESTS

Members declared non-pecuniary interests in the item "Day Centres -Grant Applications" as follows:

Councillor Mrs. M.A. Weir, by virtue of her involvement with the Old Peoples Welfare Committee, Rochford.

Councillor D.M. Ford, by virtue of being a Parish representative.

Councillor D.E. Barnes, by virtue of being Chairman of Rayleigh Age Concern

Councillor Mrs J.M. Giles, by virtue of representing Rayleigh Age Concern

#### 232. RAYLEIGH OPERATIC AND DRAMATIC SOCIETY (RODS) GRANT APPLICATION

This item was referred from the Meeting of the Finance & General Purposes Committee held on 13th April 1999

The Sub-Committee considered a briefing paper circulated at the Meeting, presenting an application from the Rayleigh Operatic and Dramatic Society (RODS) for a revenue grant. Also attached was a copy of the Society's latest accounts and details of financial support given to them over previous years. Officers had suggested a grant increase of 3% on the amount given in 1998/99, amounting to £1,804 in total.

Mr Richard Webb (Chairman of RODS) and Mr Graham Smerdon (Vice-Chairman) were in attendance to give a presentation and answer Members' questions.

RODS was formed in 1949 and currently has a membership of approximately 60 members, of which 50% are aged 25 or under. The Society stages a wide variety of performances and regularly participates in community activities. They undertake work with students leading to a qualification recognised by Universities. In recent months the Society has won a number of awards, including best production and best comedy. It has also put on a number of charity performances. Rochford District Council approached RODS in 1982, asking them to make use of the Mill Hall. This they did but not without some financial difficulty, hence financial assistance from the Council. Until 1997/98 RODS were offered a 50% hall hire waiver, replaced by a grant in the two financial years since then (£1,700 and £1,751 respectively) giving the Council more financial control. Audiences have increased in recent years to around 1200 people over 3-4 nights, but costs have also risen. Approximately 600 children saw the most recent pantomime staged by the Society. Mill Hall is currently the only facility in the area large enough to stage big productions.

Mr. Webb and Mr. Smerdon answered Members' questions as follows:

- \* in light of production losses, RODS were taking steps to improve their publicity by distributing newsletters to Elderly Persons Homes and offering free transport to the same, handing out fliers, repositioning banners and trying out different forms of advertising in newspapers.
- \* RODS make use of a number of small venues for the purposes of rehearsal and community activities.
- \* Mill Hall is only hired for large performances because of the expense involved: £600-£700 per week to stage a production.

The Sub-Committee discussed at length issues relating to grants criteria, including whether or not RODS had been correctly classified, how grants for the arts relate to those for sports, and the validity of an organisation's rating in light of aspects which cross over into another criteria. Various methods of raising funds were considered including one suggestion, that the Council's subscription to the Eastern Arts Board (EAB) be cancelled, which a number of Members were opposed to.

A Member pointed out that where the Council is unable to provide a grant to an organisation, its inability to provide that grant should not be seen as indicative of its respect for that organisation.

It was:-

#### RECOMMENDED

That for the financial year 1999/2000 only, a grant of £1,804 is paid to RODS and that in the meantime Rochford District Council assists RODS to obtain, if possible, a grant from the Eastern Arts Board (EAB) for as much as possible, but that any grant obtained from the EAB is offset against the Council's grant.

#### 233. DAY CENTRES - GRANT APPLICATIONS (OAP CLUBS IN THE DISTRICT)

The Sub-Committee considered the report of the Head of Financial Services, outlining a proposed strategy for the funding of OAP clubs within the District.

Members considered grants for the following organisations:-

- \* Hockley and Hawkwell Old Peoples Welfare
- \* The Old Peoples Welfare Committee, Rochford
- \* Hullbridge Senior Citizens Welfare Council
- \* Rayleigh Age Concern



A lengthy discussion ensued on priorities and areas most in need, the Council's obligations to different organisations in terms of commitments to repair and maintain buildings, and grants already in place. A number of Members felt that service provision and building maintenance should be treated as two separate issues. Members concluded that each organisation should be assessed individually in terms of what finance and support it needs to run effectively, rather than making comparisons by endeavouring to achieve an equitable solution between organisations which manage their budgets in very different ways. There was a general consensus that in future it might be prudent not to give grants, but rather provide funds for maintenance and repair of the centres.

It was:-

#### RECOMMENDED

(1) That a grant previously recommended for 1999/2000 be awarded to the existing four centres:

Hockley and Hawkwell Old People's Welfare	£3183
The Old People's Welfare Committee, Rochford	£3183
Hullbridge Senior Citizens Welfare Council	£1000
Rayleigh Age Concern	£1100

(2) That Officers present another report prior to the meeting considering grant aid for 2000/2001 on the remaining clubs.

(3) That Officers submit to a meeting of the Corporate Resources Sub Committee proposals to ensure that future grants to Day Centres are made on an equitable basis. This is to include elements for the repair and maintenance and the activities of the centres.

The meeting closed at 10.15 p.m

## ROCHFORD DISTRICT COUNCIL

### Minutes of the Council

At a Meeting held on 20th April 1999 Present: Councillors G. Fox (Chairman), R. Adams, R.S. Allen, G.C. Angus, D.E. Barnes, P.A. Beckers C.I. Black, S. Cumberland, J.M. Dickson, D.F. Flack, D.M. Ford, Mrs. J.E. Ford, E.L. Francis, K.A. Gibbs, Mrs. J.M. Giles, Mrs. H.L.A. Glynn, Mrs. J. Hall, N. Harris, D.R. Helson, Mrs. J. Helson, A. Hosking, V.D. Hutchings, V.H. Leach, Mrs. S.J. Lemon, C.R. Morgan, R.A. Pearson, T.A. Powell, S.R. Tellis, Mrs. M.S. Vince, R.E. Vingoe, Mrs. M.J. Webster, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir.

Apologies: Councillors B.R. Ayling, Mrs. A.R. Hutchings and Mrs. W.M. Stevenson

#### 147. MINUTES

Resolved that the Minutes of the Meeting of 9th February 1999 (adjourned), 16th February 1999 (reconvened) and Extraordinary Meeting of 23rd February 1999 be approved as correct records and signed by the Chairman, subject to the term "the letting of the contract to be deferred" being deleted from Resolution 9(i)(a) of Minute 60 (9th February Meeting)

#### 148. MEMBERS' INTERESTS

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

Councillor D.E. Barnes declared a non-pecuniary interest in relation to grants to Outside Bodies by virtue of his role as Chairman of Rayleigh Town Council and Chairman of Rayleigh Age Concern and took no part in the decision thereon.

Councillors G. Fox, D.M. Ford, Mrs. J.E. Ford, Mrs. J.M. Giles and Mrs. M.S. Vince each declared non-pecuniary interests in Day Centre Grant Applications by virtue of their representative involvement with elderly persons' organisations

#### 149. MR. J. WHITTAM - RETIREMENT PRESENTATION

The Chairman made a retirement presentation to Mr. J. Whittam, Senior Planning Assistant, who had worked for the District for nearly a quarter of a century, commencing in February 1975 as Planning Assistant. The Chairman outlined the progress of Mr. Whittam's career and extended the Council's thanks for his loyal service over the years

#### 150. CHAIRMAN'S ANNOUNCEMENTS

The Chairman was delighted to advise that the total collected for his selected Charity, the Rochford Crossroads Care Attendant Scheme, was £3,728.28. He reported on his attendance at the launch of the Council's Crime & Disorder Strategy and Holt Farm After School Fitness Club.

#### 151. PETITIONS

##### (i) Security Doors, Milbourn Court, Middlemead, Rochford

Pursuant to Standing Order 11, Council received a petition from Councillor D.M. Ford on behalf of the residents of Milbourn Court, Middlemead, Rochford requesting that security doors be introduced to the entrances of this block of flats.

By way of supporting remarks Councillor Ford confirmed that the petition was a response to problems being experienced with young persons entering the flats and causing problems. Two earlier petitions about the same matter had been completed by more than half the residents and, on this occasion, the petition had 19 signatories

Councillor Ford commented on the value of tackling this matter in terms of crime and disorder prevention.

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

**(ii) Iron Railings - Car Parking Area of 66-70 Hatfield Road, Rayleigh**

Pursuant to Standing Order 11, Council received a petition from Mr. J.E. Lingwood on behalf of the residents of 66-70 Hatfield Road, Rayleigh requesting the Council to consider the erection of iron railings to enclose the car parking area at Hatfield Road and separate the area from the footpath through to Tendring Avenue.

Mr Lingwood confirmed that the petition was aimed at improving the general standard of the area-stopping the public using the car park area as a short cut and preventing use of the area as a night time meeting place for young people. Football was sometimes played against the end gable wall of adjoining properties, resulting in disturbance for surrounding residents and possible damage to residents/visitors vehicles legitimately parked in allocated places. There was also the question of the safety of youngsters playing in close proximity to a busy road.

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

**(iii) Security Entry System - Essex Close, Rayleigh**

Pursuant to Standing Order 11, Council received a petition submitted by Miss L.J. Smale on behalf of the residents of Essex Close, Rayleigh requesting that a security entry system be introduced to the Essex Close flats in view of problems associated with unwanted visitors, including rowdy young persons, stray animals and criminal activity. A system would provide security for the residents.

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

**(iv) Rayleigh Town Centre Enhancements**

Pursuant to Standing Order 11, Council received a petition submitted by Mr. E. Byford, President of Rayleigh District Chamber of Trade, on behalf of businesses within Rayleigh Town registering concern that the District Council may decide not to commit additional funding for Phase Two of the Town Centre enhancements. Pursuant to Standing Order 9(11) and in view of the fact that consideration was to be given to Phase Two under the next item, it was agreed that the petition should be considered as relevant to this Meeting.

By way of supporting remarks, Mr. Byford referred to the various disadvantages which local businesses had identified should the Council not complete the Town Centre Project and confirmed that the petition covered a broad cross-section of local businesses (having been signed by over 90%).

**(iv) St John Fisher Playing Fields, Rayleigh**

Pursuant to Standing Order 11, Council received a petition from Councillor R. Adams on behalf of residents in the location of the Grange and St. John Fisher Playing Fields, Rayleigh requesting that the recycling bins and basketball court at the playing fields be resited.

By way of supporting remarks, Councillor Adams confirmed that the petition had been completed by 44 residents and that concerns related to local vandalism and noise pollution (the site being open with no secure fencing or entrance gate). There was general noise throughout the evening and it was not uncommon for bottlebanks to be in use at 1am and 6am. Recycling bins were often used by young persons as play items and bottles were smashed/bins set alight.

A Member requested that the Town Council be consulted in the consideration of solutions to this problem given that it had contributed to the basketball provision

The Chairman confirmed that the petition would be referred for consideration to the Council's Community Services Committee and that Rayleigh Town Council would also be notified

152. **COMMITTEE MINUTES**

**Resolved**

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

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

Committee	Date	Minute No.
PLANNING SERVICES	11th February 1999	64-68
COMMUNITY SERVICES	2nd March 1999	77-96

**Minute 92 - Arts Strategy**

Pursuant to Standing Order 8(6), a requisition had been received in the names of Councillors P.F.A. Webster, R. Adams and R A. Pearson requiring that Minute 92 be referred to Full Council for decision

In addressing the requisition, Councillor P.F.A. Webster sought confirmation that the Council had made financial contribution to the Eastern Arts Board and expressed concern at the level of public expenditure involved and possible resource implications associated with undertaking an audit.

The Corporate Director (Finance & External Services) advised that the Council had agreed to make three payments of £2,500 each to the Board, the first having been made last year. A Member wished to emphasise the District-wide nature of an audit and the advantages of a strategic rather than ad-hoc approach to any investment in the Arts. Reference was also made to the broad ranging nature of an audit, which was not just specific to certain groups.

**Resolved**

That the employment of a consultant by Eastern Arts Board to carry out an audit of Arts activities and production of an Arts Strategy on behalf of Rochford District Council be agreed (576)(HLCS)

PLANNING SERVICES	11th March 1999	97-100
TRANSPORTATION & ENVIRONMENTAL SERVICES	23rd March 1999	101-114
SPECIAL TRANSPORTATION & ENVIRONMENTAL SERVICES	1st April 1999	115
AUDIT SERVICES	6th April 1999	116-125
PLANNING SERVICES	8th April 1999	126-129
FINANCE & GENERAL PURPOSES	13th April 1999	130-146

**Minute 135 - Minutes of Member Budget Monitoring Group - Reconvened Meeting of 24th March 1999.**

In considering the proposal that £150,000 be set aside to enable the completion of Rayleigh Town Centre Enhancement, a Member wished to emphasise that more than £700,000 of public money had already been spent on the Town Centre and that, to date, the improvements had taken a long time. Reference was made to a survey undertaken by some Members from which residents had indicated that the project did not give value for money. There was some concern at the cost which could be associated with continuing the programme and it was felt that expenditure could be applied to other important areas, such as the protection of open spaces.

Another Member commented that it was important to concentrate on the specific works associated with the proposal, rather than the Town Centre as a whole. Viewed over the long term, Rayleigh had seen little investment prior to the recent town scheme and the town was defined as a Principal Market Town by the County Council. Reference was made to the variance of views which could be obtained from residents about proposals and the priority which the Council had given to other parts of the District, as demonstrated by the work of the Member Budget Monitoring Working Group in reflecting needs identified via the recent Crime & Disorder Strategy. There was seen to be clear value in completing the works, proposals being the second phase of what was always a two phase project.

**Resolved**

That the proposal that £150,000 be set aside to enable completion of the Rayleigh Town Centre Enhancements be agreed. (CD(F&ES))

**Minute 135 - Minutes of the Mill Hall Complex Working Party - 31st March 1999**

**Minute 26 - Mill Hall Community Complex Feasibility Study**

Council noted that recommendations (1) and (2) had been referred to Full Council for consideration and that the Minutes should have shown recommendations (3) to (7) as Resolutions, subject to a correction to number (7) where reference to (4) and (5) should read (5) and (6) respectively.

The Corporate Director (Finance and External Services) reported on current advice with regard to tax consultants which indicated the value of proceeding with the employment of a consultant in respect of the Mill Hall building but reserving appointment in respect of the former Rayleigh Sports and Social Club building until a specific option for that building had been agreed.

**Resolved**

(1) That the consideration of proposals in respect of the former Sports and Social Club building be deferred until after the forthcoming elections

(2) That the options for the former Sports and Social Club building should include all four options identified by the consultants from new build through to partial and total refurbishment

(3) That the Corporate Director (Finance and External Services) proceed with the appointment of a tax consultant in relation to proposals for the Mill Hall building and reserve appointment with regard to the former Sports and Social Club building until an option in respect of that building has been agreed. (CD(F&ES))

**Minute 137 - Travellers in Essex - Report of the Essex Chief Executives Association**

Council considered the report of the Head of Corporate Policy and Initiatives together with further supporting information supplied by the Chief Executive

*DMW*  
**383**

Members concurred with the view of the Chairman regarding the value of deferring a decision on this matter pending a presentation by the County Council's Gypsy Liaison

Officer and/or representatives of the County Travellers in Essex Working Party. A Member confirmed that he would like information on the following to be addressed when this matter is next considered.-

- An estimate of the financial implications for site provision to Local Authorities
- An estimate of the contribution which the District may be required to make to the funding of specific sites, both permanent and short stay.
- The likely maximum cost of providing short term stopping places, together with possible site locations, an indication of the maximum number of short term pitches sought and clarification of the situation concerning short term stopping places with regard to payment of Council Tax; rent; consultation with residents; crime and disorder implications and sanitary provision

#### Resolved

That a decision on the report of the Head of Corporate Policy and Initiatives be deferred pending a presentation on the matter from Essex County Council's Gypsy Liaison Officer and/or representatives of the County Travellers in Essex Working Party, the matter to stand referred to the Community Services Committee in the first instance (HCPI)

#### Minute 144 - Kerbside Recycling Trial Update

It was agreed that this matter be dealt with after the exclusion of the public by virtue of Paragraph 8 of Part I of Schedule 12A of the Local Government Act 1972.

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#### NOTICES OF MOTION

(i) From Councillors E.L. Francis, C.I. Black, P.A. Beckers and Mrs. S.J. Lemon

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

"Land at the Former Park School, Rawreth Lane, Rayleigh

Western Rayleigh and Rawreth have been badly affected in the last ten years by the amount of new housing that was allowed by the District Plan. In particular, roads such as Rawreth Lane have become much busier, our Primary Schools have at times been under pressure and the general amenity of the area has suffered. There is also no need to allocate any more land for housing in our District

For these reasons, this Council totally opposes any use of the site of the former Park School for housing or industrial purposes. This Council considers that educational and recreational uses are best suited here, and will negotiate with the County Council and other interested parties accordingly."

The Motion was moved by Councillor E.L. Francis and seconded by Councillor C.I. Black and it was -

#### Resolved

That the Motion stand referred to the Finance & General Purposes Committee

(ii) From Councillor D.F. Flack

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

"Pooles Lane Recreation Ground Car Park

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*DNH*

In view of the past history of violence towards local residents and the continuance of drug dealing, drug and alcohol abuse and disturbances in the Pooles Lane Recreation Ground Car Park, Rochford District Council resolves to erect a suitable automatic or manually lockable barrier or gate at the entrance to the recreation ground car park in Pooles Lane, Hullbridge."

The Motion was moved by Councillor D.F. Flack and seconded by Councillor G.C. Angus. In presenting the Motion Councillor Flack confirmed that it related to the small car park by the Sports Field and that a recent disturbing aspect had involved the arrival of cars from another County late in the evening. Current advice indicated that a simple but substantial gate could ameliorate many of the problems associated with this site.

#### Resolved

That the Motion stand referred to the Community Services Committee.

#### (iii) From Councillor P.F.A. Webster

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

"Council agrees that it will not approve of traffic humps being placed in any residential road throughout the District without the agreement of the majority of households in the road

Pursuant to Standing Order 9(11) the Motion to be considered at this Meeting of Council."

It was agreed that the Motion be determined at the Meeting. The Motion was then moved by Councillor P.F.A. Webster and seconded by Councillor Mrs. M.J. Webster.

In presenting the Motion, Councillor P.F.A. Webster wished to emphasise that it was about consultation and democracy.

During debate reference was made to difficulties often encountered by Parish Councils when endeavouring to achieve traffic calming measures and to the potential cost which could be associated with consultation. Whilst the principle behind the Motion could be appreciated, it was important to be mindful that many traffic calming measures existed and that it may not be logical to consult all persons within a particular road. Whilst the District Council had an input with regard to locally determined schemes, this was not the case with Accident 2000 schemes. A Member wished to emphasise concern that the views of a number of Members with regard to consultation undertaken in respect of a previous traffic calming scheme were incorrect. Another Member referred to the fact that the County Council was required to consult residents when preparing traffic calming schemes.

An amendment was moved by Councillor C.I. Black and seconded by Councillor S.R. Tellis that Council agrees, except in urgent cases of proven serious road safety need, that the County should not approve traffic humps without consultation with residents, the detail to be considered by the Transportation and Environmental Services Committee.

During further debate reference was made to the difficulties which could be associated when attempting to be too precise in definition and the fact that many of the concerns associated with this subject could be related to mistakes by another authority. In many respects the issue was about effective consultation and the County Council's approach. There was no statutory requirement on the District Council to spend on traffic calming measures and it was important not to mislead the public in this regard.

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The Motion, together with the amendment, were both lost on a show of hands.

# **MINUTES OF THE MEETING OF THE STRUCTURE AND PROCEDURAL REVIEW WORKING GROUP HELD ON 14TH APRIL 1999**

Council considered the appended Minutes and Recommendations contained therein.

## **Minute 43 - Modernising Local Government - New Political Structures**

The Chairman of the Working Group re-affirmed the cross party view of the Group with regard to the proposal that Officers review possible options on the basis of maintaining the strengths of the current system and report back. A Member commented that retaining current arrangements was one of the options available.

### **Resolved**

(1) That Officers submit a formal response to the consultation paper "Local Leadership, Local Choice" incorporating the concerns set out in Minute 43

(2) That a report be presented to a future Meeting of the Working Group concerning the following areas - options for changing the Committee structure with a view to minimising disruptions and reflecting the strengths of the current system, potential strategies for engaging in a public consultation and information exercise in relation to the modernising Local Government Agenda, and the likely cost implications of both changing the Committee Structure and the undertaking of public consultation and an information campaign on this matter. (CE)

## **Minute 44 -Co-option to Council Committees and Sub-Committees**

### **Resolved**

(1) That co-opted Members be replaced by advisers, who are appointed to Committees/Sub-Committees to speak only on issues within their expertise.

(2) That, at its first Meeting after Annual Council, each Service Committee consider its requirements for advisers at its Meetings and those of its Sub-Committees

(3) That advisers be requested to declare any pecuniary or other interests at each Meeting they attend. (CD,LP&A)

## **Minute 45 -Amendment of Committee/Sub-Committee Terms of Reference to Provide Opportunity to Debate any Matter in Full Council**

### **Resolved**

(1) That Standing Order 18(6) be revised to allow submission of a written requisition requiring a Committee Minute to be referred to Full Council for decision within four working days from the date of the Committee's Meeting

(2) That the recommendations contained within Committee reports should be prefaced by appropriate wording to clarify whether the Committee's decision would need to be submitted to Full Council for ratification (CD,LP&A)

## **Minute 46 - Meetings Timetable 1999/2000**

### **Resolved**

(1) That Annual Council in 1999 be held on Thursday 20th May

(2) That the draft timetable for Committees, as annexed to the Working Group Minutes, be approved

(3) That the Council's Budget be submitted for consideration to the Meeting of Extraordinary Council to be held on 18th January 2000, rather than to each of the Service Committees in turn.



(4) That the Head of Administrative and Member Services report to a future Meeting on further timetable adjustments which may be appropriate. (CD(LP&A))

155 **COST AWARDS: PLANNING INQUIRIES AND INFORMAL HEARINGS - PROPOSED CHANGES TO COMMITTEE AND INQUIRY/INFORMAL HEARING PROCEDURES**

On a Motion moved by Councillor C.R. Morgan and seconded by Councillor R.E. Vingoe, it was:-

**Resolved**

That the report of the Chief Executive on Cost Awards be deferred at the current time to enable the newly appointed Head of Planning Services to consider and comment (HPS)

156. **ENVIRONMENTAL IMPROVEMENTS, 146 - 200 ROCHFORD GARDEN WAY**

Council considered the report of the Head of Revenue and Housing Management detailing proposed environmental improvements in respect of 146 -200 Rochford Garden Way. The Local Ward Member wished to emphasise that the consultation process had included other agencies and personal Meetings with residents, 68% of whom were in complete agreement. The Ward Member was congratulated for her contribution to this matter.

**Resolved**

(1) That the scheme outlined in the report of the Head of Revenue and Housing Management be implemented.

(2) That the garden areas be allocated to ground floor tenants and leaseholders at no personal charge and conditional on the granting of the Secretary of State's consent

(3) That tenants on upper floors in the blocks now have it confirmed that they will have use of the communal garden when works are completed (HRHM)

157 **MINUTES OF THE MEETING OF THE CORPORATE RESOURCES SUB-COMMITTEE HELD ON 15TH APRIL 1999**

Council considered the appended Minutes and recommendations contained therein.

**Minute 232 - Rayleigh Operatic and Dramatic Society (RODS) grant application**

**Resolved**

That for the financial year 1999/2000 only, a grant of £1,804 be paid to RODS and that, in the meantime, Rochford District Council assists RODS to obtain, if possible, a grant from the Eastern Arts Board (EAB) for as much as possible, but that any grant obtained from the EAB be offset against the Council's grant. (CD(F&ES))

**Minute 233 - Day Centres - Grant applications (OAP Clubs in the District)**

**Resolved**

(1) That the grant previously recommended for 1999/2000 be awarded to the existing four centres:-

Hockley and Hawkwell Old Peoples Welfare	£3,183
The Old Peoples Welfare Committee, Rochford	£3,183.
Hullbridge Senior Citizens Welfare Council	£1,000.
Rayleigh Age Concern	£1,100

(2) That Officers present another report prior to the meeting considering Grant Aid for 2000/2001 on the remaining clubs

(3) That Officers submit to a meeting of the Corporate Resources Sub-Committee proposals to ensure that future grants to Day Centres are made on an equitable basis. This is to include elements for the repair and maintenance and the activities of the Centres (CD(F&ES))

158 **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 and 9 of Part 1 of Schedule 12A of the Act.

159 **KERBSIDE RECYCLING TRIAL UPDATE**

The Committee considered Minute 144 of the meeting of the Finance & General Purposes Committee held on 13th April 1999 on the Kerbside Recycling Trial Update. A motion was moved by Councillor V.H. Leach and seconded by Councillor Mrs. J. Helson providing for approval of current proposals and the introduction of a second kerbside collection round in an urban area using boxes for collection. Whilst costs may be high, there was much to be learnt about the processes involved, resident reaction and management of schemes. Reference was made to the value of Officers undertaking a review of the possibilities with regard to green waste collection during the trial period.

**Resolved**

(1) That the kerbside recycling trial proceeds on the basis of alternate weekly collections of recyclable material and refuse

(2) That the tender submitted by Serviceteam Ltd be approved which, together with the supply of wheeled bins and appropriate publicity, produces a total estimated cost of £26,600.

(3) That smaller size bins be provided for collection of recyclable materials

(4) That approval be given to a second kerbside collection round in an urban area to be determined by officers on the basis of the tender submitted by Cory Environmental.

(5) That the purchase of the wheeled bins and boxes for the two trials be achieved through capital (HHHCC)

160 **PROVISION OF SOCIAL HOUSING - ST MARK'S FIELD, ROCHFORD**

Council considered the confidential report of the Head of Housing, Health and Community Care with regard to land at St Mark's Field, Rochford.

**Resolved** That in consideration of the Council releasing Springboard Housing Association from its covenant relating to the land to be transferred to Estuary Housing Association at St Mark's Field, Rochford, Estuary Housing Association enter into a personal covenant to use the land to be transferred for no purpose other than social housing (HHHCC,HLS)

The meeting closed at 10 05 p.m

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CHAIRMAN:

*A. Helson*

DATE: 22 June 1999

## ROCHFORD DISTRICT COUNCIL

### Minutes of the Planning Services Committee

At a Meeting held on 29th April 1999. Present: Councillors D.A. Weir (Chairman), R S Allen, R. Adams, D.E. Barnes, P.A Beckers, C.I. Black, J M Dickson, D.F. Flack, D M. Ford, Mrs. J E. Ford, G. Fox, E L. Francis, K.A Gibbs, Mrs. H.L A Glynn, D. Helson, Mrs J. Helson, V.D. Hutchings, V.H. Leach, Mrs S.J. Lemon, C.R. Morgan, R A. Pearson, R.E. Vingoe, Mrs. M J. Webster, P.F.A. Webster and Mrs. M.A. Weir.

Apologies: Councillors G C. Angus, Mrs. J. Hall, A Hosking, Mrs. A.R. Hutchings, Mrs. W.M. Stevenson and Mrs. M S. Vince.

#### 161. MINUTES

The Minutes of the Meeting of 8th April 1999 were approved as a correct record and signed by the Chairman.

The Chairman introduced and welcomed Kevin Steptoe (Team Leader, Development Control) to his first meeting of the Committee

#### 162. MEMBERS' INTERESTS

##### Paragraph 3

Councillor R.S. Allen declared a non-pecuniary interest by virtue of being Chairman of Barling Magna Parish Council

##### Paragraph 4

Councillors V.H. Leach and Mrs. H.L.A. Glynn declared non-pecuniary interests by virtue of being Hawkwell Parish Councillors.

##### Paragraphs 6 and 7

Councillors R S. Allen, G. Fox and R A. Pearson declared non-pecuniary interests by virtue of being patients at the Health Centre.

Councillor D.F. Flack declared a non-pecuniary interest by virtue of being a Director of the Community Care Trust.

##### Paragraph 8

Councillor V.H Leach declared a pecuniary interest by virtue of his grand-daughter attending the dance school, and did not participate in the determination of the application.

#### 163. OUTSTANDING ISSUES - MEETINGS OF 3RD SEPTEMBER, 1ST OCTOBER AND 17TH DECEMBER 1998 AND 14TH JANUARY 1999

The Committee was satisfied that all necessary actions had been taken

Minutes 79/98 (Para 10), 368/98 (Paras. D2 and 6), 374/98 (Para. 3), 421/98 (Paras 8 and 12) and 561/98 (Para. 6) were carried forward.

#### 164. SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

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

Para. 1 - 98/00108/FUL - Land Etheldore Avenue/Wood Avenue, Hockley

Proposal: Erection of 66 No. Houses, Garages, Access Roads, Sewage Pumping Station and Attenuation Area.

In presenting this item, Officers outlined the Local Plan context, Design Brief guidance and details of representations received. Also included were the comments of the Head of Housing, Health and Community Care regarding the Health Authority's responsibility and commitment to improve services in the area, as outlined at a recent Meeting of the Primary Care Group. Attention was given to a letter from a Hockley resident regarding a suggested defect in the plans and an exchange of correspondence with a firm of Solicitors on the same issue.

Officers outlined recent discussions with and representations from English Nature and the Essex Wildlife Trust concerning the ecological issue, and recommended that their suggestions be included as a reworded Mitigation Condition No.19, which the applicants had also commented on. As a result of these discussions, Officers had recommended that:

- Conditions proposed be Heads of Conditions
- Condition 19 be reworded
- Further Conditions be added to cover highway gateway details where the 20 MPH zone starts, fences which have appropriate wildlife flaps to allow for foraging routes and provision of a contractors compound for plant, materials, vehicles, etc.

The Head of Planning Services sought, prior to the issue of any Planning Permission, the requirement to submit a full ecological survey to the satisfaction of the Corporate Director including any necessary revisions to the proposal that this may entail, in liaison with Essex Wildlife Trust and English Nature, and in consultation with Ward Members, and the Chairman and Vice-Chairman of Planning Services Committee.

On a motion by Councillor R.E. Vingoe and seconded by Councillor D.F. Flack it was:-

Resolved

That a decision on the application be deferred until a full ecological survey is submitted including appropriate mitigation measures.

Para. 2 - 98/00783/FUL - Land West of Pollards Close, Rochford

Proposal - Erect Two Storey Special Needs Block Comprising Ten Units with Ancillary Parking (revised application following F/0703/97/ROC)

Resolved

That the application be delegated to the Corporate Director (Law, Planning and Administration) to determine on the expiry of the statutory site notice and subject to appropriate conditions including those set out in the schedule.

Para. 3 - 99/00053/COU - Ropers Farm, Mucking Hall Road, Barling Magna

Proposal: Change of Use of Open Land to Public Open Space.

A Member pointed out that the store (shelter) building referred to in the application already exists. The Committee therefore noted that Condition 7 could be deleted

Resolved

(1) That the application be delegated to the Corporate Director (Law, Planning and Administration) to approve subject to the receipt of comments from English Nature and including the needs of conditions set out in the schedule and any others found necessary

(2) That condition 7 be deleted

Para. 4 - 99/00087/DP3 - Clements Hall Leisure Centre, Clements Hall Way, Hawkwell

Proposal - Retain Basketball Practice Area, including Single Basketball Ring on Supporting Column and Skateboard Ramp on Permanent Basis (renewal of application DP/0546/97/ROC).

Resolved

That the application be approved unconditionally

Para. 5 - 99/00106/FUL - Little Wakering Wick Farm, Little Wakering Barling Magna

Proposal - Erect Agricultural Storage Building.

Resolved

That the application be approved subject to the Heads of Condition as set out in the Schedule.

Para. 6 - 99/00177/FUL - The Great Wakering Health Centre, High Street, Great Wakering

Proposal - Erect Two Storey Health Centre (Demolish Existing Health Centre) and Construct New Parking Area With Ancillary Works.

The Committee was advised that comments had been received from the Rochford District Access Committee for the Disabled, South Essex Health Authority and a number of neighbours. A letter from the Architect explaining the concept behind the proposal was presented.

Members agreed with the need to improve the Health Centre, but were concerned whether the site could accommodate the large scale building proposed, its siting, which was considered to be too far forward, and the impact of the building in relation to adjoining properties. The majority of Members believed the proposed design to be inappropriate to the street scene. There was a general consensus that bringing some of the car parking forward to the front of the site could assist the scheme. Officers were asked to involve the Parish Council and all Wakering and Barling Members in further discussions with the applicants.

Para 7 - 99/00178/FUL - The Great Wakering Health Centre, High Street, Great Wakering

Proposal - Erect Temporary Building for Use as Doctors Surgery.

Members noted the proposal

Proposal - Use Part of Ground Floor and First Floor of Premises as Dance School.  
Erect External Enclosed Staircase.

Members noted the recommendation of refusal, based on advice received from Essex County Council. However, local Members were mindful of the applicant's track record in operating the Dance School from other premises which had similar shortfalls of on-site car parking. The applicant had honoured a voluntary undertaking to ensure that cars did not pick up or drop off at the premises, but used local car parking facilities.

On a motion by Councillor V D. Hutchings and seconded by Councillor R.E. Vingoe it was:-

**Resolved**

That the application be approved subject to Conditions covering standard time, use class restriction, sound insulation and no new windows or other openings without Local Planning Authority consent and ventilation scheme.

The Meeting closed at 9.15 PM.

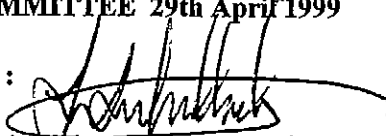
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REV.

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

**PLANNING SERVICES COMMITTEE 29th April 1999**

The enclosed reports have been approved by :



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

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

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

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



PLANNING SERVICES COMMITTEE 29th April 1999

SCHEDULE ITEMS

- |   |   |                 |         |
|---|---|-----------------|---------|
| 1 | 98/00108/FUL  | John Wood       | PAGE 1  |
|   | Erection of 66 no. Houses, Garages, Access Roads, Sewage Pumping Station and Attenuation Area<br>Land Etheldore Avenue/ Wood Avenue Hockley   |                 |         |
| 2 | 98/00783/FUL  | John Wood       | PAGE 12 |
|   | Erect Two Storey Special Needs Block Comprising 10 Units with Ancillary Parking (Revised Application Following F/0703/97/ROC)<br>Land West Of Pollards Close Rochford   |                 |         |
| 3 | 99/00053/COU  | Anita Wood      | PAGE 16 |
|   | Change Use of Land to Public Open Space<br>Ropers Farm Mucking Hall Road Great Wakering   |                 |         |
| 4 | 99/00087/DP3  | John Wood       | PAGE 20 |
|   | Retain Basket Ball Practice Area, Including Single Basket Ball Ring on Supporting Column and Skate Board Ramp on a Permanent Basis (Renewal of Application DP/0546/97/ROC)<br>Clements Hall Leisure Centre Clements Hall Way Hawkwell |                 |         |
| 5 | 99/00106/FUL  | Anita Wood      | PAGE 23 |
|   | Erect Agricultural Storage Building<br>Little Wakering Wick Farm Great Wakering Southend-On-Sea   |                 |         |
| 6 | 99/00177/FUL  | Anita Wood      | PAGE 27 |
|   | Erect Two Storey Health Centre (Demolish Existing Health Centre)<br>The Great Wakering Health Centre High Street Great Wakering   |                 |         |
| 7 | 99/00178/FUL  | Anita Wood      | PAGE 30 |
|   | Erect Temporary Building for Use as Doctors Surgery<br>The Great Wakering Health Centre High Street Great Wakering  |                 |         |
| 8 | 98/00547/FUL  | Martyn Williams | PAGE 33 |
|   | Use Part of Ground Floor and First Floor of Premises as Dance School. Erect External Enclosed Staircase.<br>30 Main Road Hockley Essex  |                 |         |



# Committee Report

1.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**

On **29<sup>th</sup> APRIL 1999**

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

Title : **ERECTION OF 66 NO. HOUSES, GARAGES, ACCESS ROADS,  
SEWAGE PUMPING STATION AND ATTENUATION AREA  
LAND ETHELDRE AVENUE/WOOD AVENUE, HOCKLEY**

Author : **John Wood**

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Application No. **99/00108/FUL**

Applicant : **COUNTRYSIDE RESIDENTIAL (NORTH THAMES) LTD**

Zoning . **PROPOSED RESIDENTIAL DEVELOPMENT**

Parish **HOCKLEY PARISH COUNCIL**

Site Area: **4.5ha (11.3 acres)**      Density. **14.5 per ha (5.8 per acre)**

## Planning Application Details

- 1 1 This application seeks permission for the comprehensive development of a plotland area by the erection of 66 No four, five and six bedroomed detached houses. Twenty seven out of the total are two and a half storeys in height, thirty four are two storey and five are one and a half storey. There are 3 properties remaining within the general area of the application site at present, all of which are occupied and 2 of which are to remain Also included in the description of the development is a pumping station for both foul and surface water drainage, and an attenuation area for the latter.
- 1 2 The application was originally for 73 houses, but following negotiation has been reduced in number to allow for the retention of additional worthwhile trees.
- 1 3 Another significant change that has taken place since the original submission is that Wood Avenue is not to be closed as a potential route since some existing frontagers have been unwilling to give up their right of passage over this alignment by negotiation. Also, the developer is concerned regarding other possible unknown owners who may at some stage in the future claim rights It is not proposed to make up that part of the road outside the site however, and the use of Wood Avenue to serve the new development is to be discouraged by design and signing. Neither is it the intention of the developer to use it for construction traffic except in the case of an additional single plot in Council ownership on the north side of Wood Avenue which is now incorporated in the scheme The routing of construction traffic is one of the items which it is proposed to include in a legal agreement

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*REV.*

- 1.4 All the garages are double width or length and some are 'integral' having bedroom accommodation over. Some of the detached garages have an ancillary room over which can be used for storage or as a playroom etc.
- 1.5 The site, in which the Council has a substantial landholding, contains a large number of trees, many of which are to be retained in the layout. Some of the trees are preserved and the desirability of serving preservation orders on others is being investigated and will hopefully have been carried out before the meeting.
- 1.6 The site has natural history interest and ecological studies have been carried out
- 1.7 Other supporting documents submitted with the application are a visual appraisal, a tree survey and a north to south cross section through the site
- 1.8 The application also includes 'in principle' details for off-site traffic signals at the junction of Plumberow Avenue and Greensward Lane which are, inter alia, to be the subject of a Section 106 Obligation.
- 1.9 During the processing of the application, meetings have taken place with the applicants in which the Chairman and Vice Chairman of the Committee, Ward Members, Parish Members and Officers have all been involved.

#### Relevant Planning History

- 1.10 There are no previous relevant planning applications on the site, but the Local Plan history is pertinent.
- 1.11 The site was removed from the Green Belt in the original Local Plan which was adopted in 1988 and shown as an Area of Special Restraint in which existing uses should remain undisturbed until the land was required for development purposes in a future review of the Local Plan
- 1.12 Such a review was subsequently carried out and the land was designated for housing purposes in the Local Plan First Review which was adopted in 1995 following full public consultation and a local inquiry.
- 1.13 Following adoption of the Local Plan, a Design Brief was prepared for the site, again following consultation with interested parties

#### Consultations and Representations

- 1.14 **Hockley Parish Council** – Would note that while the plan appears to comply with most of the requirements of the Design Brief, some aspects cause concern, notably -
- 1.15 i. House types - The proposal is an acknowledged skyline development and in view of that the proposed 3-storey elements would seem to be inappropriate.
- 1.16 ii. Traffic Lights – Care should be given to the phasing of the traffic lights at the junction of Plumberow Avenue and Greensward Lane to avoid tailbacks which could adversely affect the pedestrian crossing and the nearby Station Approach.



- 1 17 iii. The amount of retained tree cover does not seem to comply with the ecological survey or the wishes of many members of the public.
- 1 18 iv. Concerns have been raised to ensure that section 5.8 of the Design Brief requirements for the making-up of the unmade section of Plumberow Avenue which gives access to the site will be completed prior to the commencement of any development. (N.B. This was an error in the Design Brief, Plumberow Avenue already being made up to beyond the junction with Etheldore Avenue.)
- 1 19 v. Concern has also been raised that there must be adequate provision for on-site parking of construction and workers vehicles to avoid congestion on the nearby residential streets.
- 1.20 vi. There should be a control over the speed of construction traffic because of the nearby childrens playspace prior to and during construction
- 1.21 vii. Residents have also raised concerns that the development will cause additional traffic to Orchard Avenue/Leamington Road and Oak Walk/Hamilton Gardens routes to Greensward Lane for which consequently, traffic calming/speed reduction measures will be needed.
- 1.21 viii. The main access to the site will be via Plumberow Avenue/Greensward Lane, provision for on-site wheel washing facilities should be a condition of any approval and in addition, there should be no access for construction vehicles via the unmade section of Plumberow Avenue from Lower Road.
- 1.22 ix. There will be a problem of vehicular access for residents of the properties in Greensward Lane facing Plumberow Avenue within the area of the traffic lights which needs to be addressed
- 1.23 x. Infrastructure – Local schools are already full as are local doctors who have closed their lists. That problem should also be addressed All utilities should also be within the design brief to ensure adequate quality of services The council note that there is provision for a balancing pond for surface water run-off to ensure adequate protection for both new and existing properties

N.B. The above comments were made to the first consultation, no response being received from the Parish to the second and third consultations.

- 1 24 **County Planner** – (Specialist Architectural Adviser) The layout does not accord with any particular type of form as envisaged by the Essex Design Guide. The density is too high for an arcadian design but too low for an urban form. Other comments regarding layout and spacing have been addressed, but some observations on the detailed layout and house designs are still outstanding, e.g. garages being sited in back gardens to give a greater feeling of spaciousness between the houses.
- 1.25 **Officer comment** - The density at 14.5 dwellings per hectare (5.8 per acre) is very low compared with most developments Policy BE2 of the Essex Structure Plan states that estate development should normally achieve a density of not less than 30 dwellings per hectare (12 per acre)
- 1 26 **County Highways (Area Office re off-site highway network)** – No objection subject to road design being in accordance with Essex Design Guide and the provision of traffic signals at the junction of Plumberow Avenue and Greensward Lane, the latter to be the subject of a S 106 legal agreement.

*REV.*

- 1.27 **County Highways (County Hall – re. on-site roads)** – The appropriate County Officers have been involved in discussions between this Council and the developers and are satisfied with the essential highway components of the layout. They are looking further at the finer details, the advice on which and any further conditions required will be reported at the meeting
- 1.28 **Anglian Water** – The initial reservations concerning the drain runs being overlain by landscaping and close to structures have been resolved following discussions with the developers. Conditions required regarding provision of foul and surface water drainage details
- 1.29 **English Nature** – Licences would be required for the movement of the Great Crested Newts and reasonable measures would need to be taken to safeguard the slow worms, both being protected species. These items should be covered by conditions to any planning permission granted. A response on the latest ecological study is still awaited.
- 1.30 **Essex Wildlife Trust** – The Trust objected to the original scheme on the grounds that the issues identified in the first ecological report had not been translated into a mitigation package; that report did not adequately address the issue of protected species on the site, and the report missed the opportunity to incorporate important species and habitat conservation measures on site.
- 1.31 **Officer comment** - The report was drawn up as a pre-application survey before the detailed layout was available. A further 'mission statement' was commissioned by the applicants post-submission and comments on this are awaited and will be reported at the meeting. Some surveys can only be carried out at certain times of the year and further survey work may be necessary. This and other issues may be covered by planning conditions.
- 1.32 **Essex and Suffolk Water** – No objection subject to diversion and extension of existing mains to feed the new development. N.B. A number of residents have commented that water pressure in the area is low; at the outset of this application, the Water Company confirmed that some problems had been rectified but they have been asked for further comments on this matter. The Fire Brigade headquarters have been contacted and confirm that they have no concerns regarding water pressure in this area, although the Water Company has no obligations to them in this respect
- 1.33 **Environment Agency** – No objection subject to surface water being disposed to mains via a balancing facility and pumping station.
- 1.34 **South Essex Health Authority** – The Authority made no comment at all on the first consultation but responded as follows on the second:-

'South Essex Health Authority and the Rochford Shadow Primary Care Group are concerned that the current Primary care infrastructure will not be able to absorb the resulting new population. As you may be aware, Rochford currently has very high average list sizes per GP running at 2,526 compared to the national average list size of 1,982 (i.e. 27% higher). The GP practices serving Hockley currently have closed lists. This development will undoubtedly put further strain on primary care services. Both the Health Authority and the Primary Care Group are looking at ways to improve the situation however, but a solution is unlikely to be found in the short term.

Additionally, we understand the houses planned will be towards the upper range and unlikely to be affordable by the local community. We suggest this will have an adverse effect on the overall social balance of the community.'

- 1.35 **Head of Health, Housing and Community Care** – reports that there is a potential for increased levels of dust and disturbance arising from construction traffic and that these matters are unlikely to be controlled by existing Environmental Health legislation. If Members are minded to approve the application, the developer should be required to construct a hard surfaced site access road and car park for contractors and workers vehicles prior to any construction works taking place. The provision of foul drainage to this development offers the potential for existing premises, currently utilising private sewage treatment plants, to be connected to the public foul sewer. This would be dependent on the private sewer and pumping station for the proposed development being of sufficient capacity to accommodate the increased flow and would be a matter between Anglian Water and the developer. Recommends inclusion of SI16 (Control of Nuisances) subject to the addition of the following paragraphs under step 2.-

The applicant is advised to ensure that the potential for nuisance to both existing and newly occupied dwellings is considered prior to and during any development.

The applicant is advised to refer to the guidance given in the approved Code of Practice on Noise Control on Construction and Open Sites (BS 5228 Parts 1,3 and 4) for suitable methods to reduce the potential for noise nuisance.

- 1.36 **Woodlands and Environmental Specialist** – Suggested the retention of additional trees most of which have now been incorporated in the layout. Works to trees where retained should be agreed, but full monitoring and agreement of protection measures, ground levels and tree works essential before and during construction
- 1.37 **Hockley Residents Association** – Are concerned that the ecological issues are properly addressed. Also concerned about the non-closure of Wood Avenue which is contrary to the Design Brief and could lead to the use of it and the unmade section of Plumberow Avenue for construction traffic. Sewers in the unmade section of Plumberow Avenue are near the surface and will be damaged and the application should be refused. Many of the proposed houses are out of context with the existing, e g chalets in Wood Avenue next to bungalows and some houses are situated in front of the existing building line affecting residents' views. Complaints have been received that the existing water pressure is very low in some parts and feedback has been received that the fire service is very worried about the pressure. Further assurances are required from the water company
- 1.38 **Rochford Hundred Amenities Society** are opposed to 3 storey houses on the edge of Green Belt land; consider the infrastructure to be totally inadequate and are concerned about overcrowded schools and low water pressure in the area. The Rochford Co-Ordinator of **Friends of the Earth** is opposed to the development of the site in principle and considers it is unsustainable in terms of Local Agenda 21. A detailed critique of the original ecological survey is given and the Co-ordinator considers that most if not all of the wildlife will be destroyed if development takes place. Loss of this area will put additional pressure on Hockley Woods for recreational purposes which are already over-used. A plotland reserve should be created as Essex Wildlife Trust have done at Langdon Hills. Additional comments referred to road and transport problems and overcrowded schools and surgeries. **Hockley Hawkwell Womens Institute** objected totally to the application on the grounds that the facilities and infrastructure of the area are already overstretched and cannot support any extra population; the detrimental effects on the wildlife and woodland and unsustainability in the light of Agenda 21.

1.39 A total of 56 representations were received from members of the public to the first consultation, of which 55 were objections. The main grounds of objection were:-

Houses across Wood Avenue would block rights of way and a drainage ditch;

Schools are overcrowded;

Doctors and dentists waiting lists are full,

The unmade sections of Plumberow and Wood Avenues would be damaged by increased traffic and maintenance costs will increase;

The proposed traffic lights at the Plumberow Avenue/Greensward Lane junction would result in traffic congestion and delays;

The proposed traffic lights are a good idea and would reduce accidents.

The traffic lights will result in the creation of 'rat-runs' to the east of the junction by drivers trying to avoid them;

The development would destroy the wildlife and their habitats on the site

The development would have a detrimental effect on the skyline viewed from the north,

The infrastructure in the area could not cope with the dwelling/population increase,

The town centre shops and parking could not cope with the increased population;

Three storey properties are inappropriate and will result in overlooking,

The water supply and pressure in the area are poor;

The principle of developing a wooded area in the Green Belt is wrong -- there are many less attractive sites that should be built on instead,

Flooding occurs in Wood Avenue from water running off 'The Mount' which the development would exacerbate;

Wood Avenue should not be used by construction traffic which would inter alia damage the shallow drains;

Unacceptable increases in the use of 'The Mount' open space and playground would result; the development should have its own playground;

There should be restrictions on weekend working;

Wood Avenue is part of the route to the public footpath in Beckney Woods;

A buffer zone should be created between the development and Beckney Woods

1.40 A total of 34 letters were received from members of the public in response to the second consultation, one of which supported the proposal, which raised the following additional objections:-

400

Wood Avenue should not be allowed to remain open as a through route as it would be damaged by construction traffic and be used by residents from the new estate.

If Wood Avenue is to be kept open at all, it should just be as a pedestrian link to maintain access to Beckney Woods.

If to be kept open, Wood Avenue could have a width restriction barrier as at Church Road, Rawreth.

The single plot in Wood Avenue should not be included in the development, but if it is it should only have a bungalow built thereon.

The inclusion of rooms over some of the garages would lead to loss of privacy and could lead to abuse by use for business purposes, granny annexes etc

1.41 A total of 8 letters were received from **members of the public** in response to the third consultation which did not raise any new issues of principle.

1.42 A number of detailed aspects which immediate neighbours have raised and repeated which remain outstanding in relation to the final plans are objections to:-

- The house on plot 50 is too far forward of 'Walnut Cottage' in Etheldore Avenue,

A house is proposed behind the bungalow at 23, Branksome Avenue;

Houses with gables to their flank elevations are proposed behind 37-41, Branksome Avenue.  
(Type 'J')

A 3 storey house is proposed next to the bungalow 'Waverley' in Wood Avenue;

A house is proposed opposite the bungalow 'La Casita' in Wood Avenue

#### Material Planning Considerations

1.43 The local plan and design brief for this site originally envisaged that approximately twice the number of houses as are now proposed could be accommodated on the whole site. However, the secondary woodland has matured considerably and the low density now proposed allows for the maximum retention of mature trees on the site which strikes a balance between the ecological interests of the site, the commercial aspects and the contribution that the site can make to fulfilling the District's housing needs as required by the Structure and Local Plans

1.44 Policy H4 of the Local Plan requires the development of the area to be in the form of a comprehensive redevelopment scheme as proposed, guided by a design brief. The policy also states that consideration will be given, if appropriate, to the use of compulsory purchase order (CPO) powers in order to ensure that the development proceeds during the plan period. It currently seems if the applicants' negotiations come to fruition that CPO powers may only have to be exercised in respect of two small parcels of land in unknown ownership, and possessory title may be claimed to one of these by an adjoining landowner. Agreement to purchase has been reached or is likely in respect of the remainder, although some owners are waiting until planning permission has been granted before they will agree terms. None of the problems relating to land ownership and purchase will prevent the vast majority of the development and the construction of the link road between Etheldore and Wood Avenues from proceeding however.

REV.

## The Design Brief

- 1.45 This document is supplementary planning guidance which is intended to guide the form and character of the development of the site. The application does comply fundamentally in that a comprehensive development scheme for the site is proposed, with two existing dwellings to be retained within the main application area. Also as required by the Brief, traffic signals are to be provided at the Plumberow Avenue/Greensward Lane junction. The Brief refers to these being provided before any dwellings are completed on the site but the Applicants have indicated a willingness to provide them before any work commences so that they will be available for all construction traffic which is a bonus.
- 1.46 The main items where some flexibility in approach is apparent from that set out in the guide are -

**Access** – The Brief states that all traffic to the estate can enter by Etheldore Avenue with Wood Avenue being closed past the point required to maintain access to existing properties. It is not the intention of the applicant that any part of the development should be accessed from Wood Avenue, apart from the single plot between Bluebell and Moordown Bungalows, but for legal reasons, including existing frontagers' rights of way which they are unwilling to relinquish, Wood Avenue cannot be closed off. It is not the intention however to make up that part of the road between the site boundary and Plumberow Avenue and traffic will be discouraged from using Wood Avenue as a through route by design and signing as much as possible. Furthermore, the applicants are prepared to include a covenant in the sale of the individual plots prohibiting the new residents from using Wood Avenue. In practice, it appears from the layout that very few of the new householders would find it convenient to use it anyway. As far as its use by construction traffic is concerned, except for the one single plot referred to above, the routing of construction traffic will be covered by the proposed Section 106 Obligation and be prohibited from using Wood Avenue.

**Dwelling size and type** – The Brief states that 'Dwellings will not be more than 2 storeys in height, although appropriately designed single storey development will be appropriate, particularly in establishing the relationship between the new estate and existing houses on the boundary of the allocated area'. Twenty seven of the proposed units are two and a half stories, i.e. a two storey shell plus additional rooms in a pitched roof, however these are not considered unreasonable and in view of the appeal that was allowed at Ashington Heights for such properties, these would be difficult to resist. The tallest units of this type of design which were included in the original layout (Type K), have been omitted from the scheme at the Council's request however, and all three storey units have been moved away from the southern boundary so that they do not impinge on the skyline.

There are no single storey units of true bungalow design as such, but 5 one-and-a-half storey units are proposed at various locations around the periphery of the site adjoining existing bungalows. These are of bungalow proportions with limited first floor accommodation, the windows to which overlook a courtyard to the front of the building and there are no windows to the rear.



## The Ecological Studies

1.47 The first study was prepared before the site layout was designed and therefore concentrated on identifying the significant flora and fauna present. English Nature confirmed that licences would be required for the movement of the Great Crested Newts and reasonable measures would need to be undertaken to safeguard the slow worms (both protected species) and recommended conditions to achieve this. Essex Wildlife Trust objected to the application on the grounds that mitigation measures were not proposed; protected species were not adequately addressed and important species and habitat conservation measures were not incorporated. They therefore considered that the plans were incomplete and should not be accepted by the Council in their original form.


1.48 A further ecological 'Mission Statement' commissioned by the applicants based on the submitted layout has been sent to English Nature and the Essex Wildlife Trust and their comments are awaited. Attempts are being made to agree appropriate conditions to cover the concerns of both these bodies, and the relevant condition proposed below is based on their known requirements so far.

### Recommendation

1.49 1. That the Corporate Director (Law, Planning and Administration) be instructed to negotiate a Section 106 Agreement in relation to the above covering the following heads and any others that he may consider necessary:-

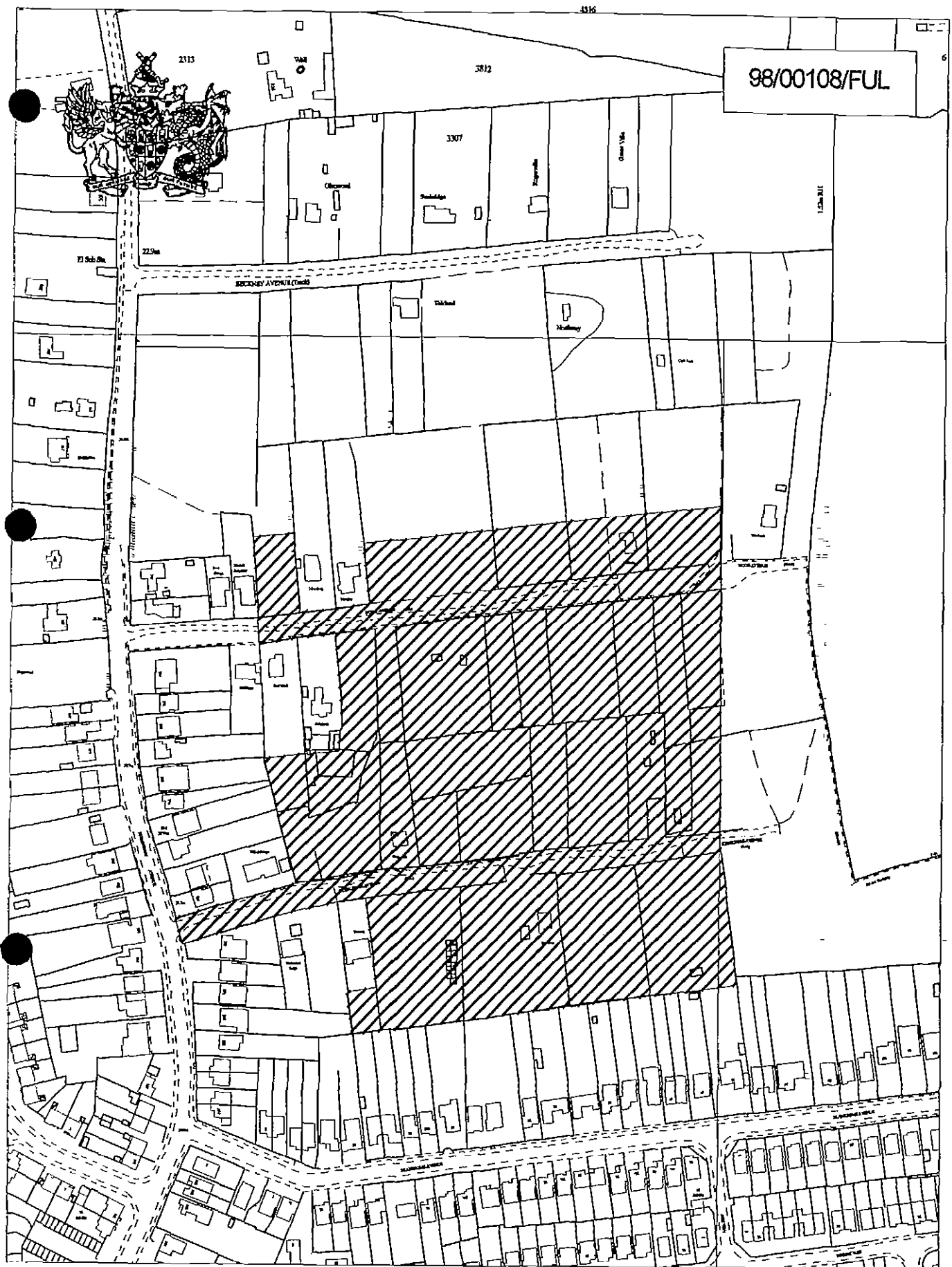
- i. The provision of traffic signals at the Plumberow Avenue/Greensward Lane junction before construction commences,
- ii. Provision for the future responsibility and maintenance of the retained woodland and amenity areas.
- iii. Improvements to Plumberow Avenue/Etheldore Avenue junction at the commencement of the development.
- iv. Estate road construction and maintaining access to existing occupiers
- v. The routing of construction traffic and timing to avoid school opening and closing hours.
- vi. Provision of wheel washing facilities.

1.50 2. That subject to that Agreement being completed to the satisfaction of the Solicitor, that the application be approved subject to the following and any other Conditions that he may consider necessary:-



- 1 SC1 Time Limits Full – Standard
- 2 SC14 Materials to be Used (Externally)
- 3 SC20 PD Restricted (no rooms or windows in roof of Type P units without consent of Local Planning Authority)
- 4 SC50A Means of Enclosure - Full (without P.D. restrictions)
- 5 SC54A Trees to be Retained (Extended) (as indicated on the submitted drawings)
- 6 SC59 Landscape Design – Details (Full)
- 7 SC72 Provision of carriageways and footways commensurate with the frontage of each dwelling with no upstands to gullies etc)
- 8 SC65 Forward Visibility Splays (PD Restricted)
- 9 SC67 Pedestrian Visibility Splays
- 10 SC71 Estate Road Junction
- 11 SC73 Access Ways – Surface Finish
- 12 SC74 Driveways – Surface Finish
- 13 SC76 Parking and Turning Space
- 14 SC85 Method Statement
- 15 SC85 Surface Water Drainage
- 16 SC91 Foul Water Drainage
- 17 SC84 Slab Levels Specified
- 18 No development requisite for the construction of any of the roads and dwellings hereby permitted shall commence before traffic signals have been installed at the junction of Plumberow Avenue and Greensward Lane Hockley, in accordance with a scheme and specification which shall previously have been submitted to and approved in writing by the Local Planning Authority
- 19 The development hereby permitted shall not commence before a scheme of mitigation and translocation measures, including programme and timings, designed to minimise the adverse effects of the development on species protected under The Wildlife and Countryside Act 1981, their habitats and foraging and feeding grounds and supplies, has been submitted to and approved by the Local Planning Authority in writing. Such scheme as may be approved shall be carried out if the development proceeds in accordance with the methods, programme and timing therein.

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# Committee Report

2.



Rochford District Council

To the meeting of **PLANNING SERVICES COMMITTEE**

On **29<sup>TH</sup> APRIL 1999**

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

Title : **ERECT TWO STOREY SPECIAL NEEDS BLOCK COMPRISING 10 UNITS WITH ANCILLARY PARKING (REVISED APPLICATION FOLLOWING F/0703/97/ROC)  
LAND WEST OF POLLARDS CLOSE, ROCHFORD**

Author : **John Wood**

---

Application No: **98/00783/FUL**

Applicant : **SPRINGBOARD HOUSING ASSOCIATION LTD**

Zoning : **HEALTHCARE, RESIDENTIAL AND B1 (BUSINESS) USES**

Parish **ROCHFORD PARISH COUNCIL**

## Planning Application Details

- 2.1 This application relates to land at the western end of the new Pollards Close cul-de-sac which penetrates the former hospital site at the eastern end of Dalys Road via a mini-roundabout junction adjoining the former boiler house.
- 2.2 The proposal is to construct a residential unit containing 10 one-bed special needs flats for people with learning difficulties. The building is two stories in height with a pitched roof and is to include the necessary parking and landscaping etc. It is situated south of St. Luke's Place which is a listed building and is close to one of the former ponds which have now been filled in and landscaped

## Relevant Planning History

- 2.3 This application seeks to amend a further part of the original approved scheme, the relevant permission in this case being F/0107/95/ROC, which permitted the entire redevelopment of this and adjoining land totalling some 14.5 acres for residential properties, the conversion of the remaining hospital buildings for frail elderly studios, flats etc. Many dwellings arising as a result of conversions and new build by the Springboard Housing Association and Barratts to the east and west of this site have been completed and occupied and three further sites are under construction by Barratts elsewhere in Pollards Close. It is understood that the tender for the conversion of the former boiler house into flats is to be issued in the near future. This new application replaces a 20 studio special needs block which was approved in a similar position under the original application ref. F/0107/95/ROC.

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### Consultations and Representations

- 2.4 **County Surveyor** – Original objections to plans withdrawn as they have been modified in the light of comments made about the parking arrangements.
- 2.5 **County Planner** – (Specialist Architectural Adviser) The building has been re-designed and re-sited further away to reflect the style and respect the setting of the nearby listed hospital buildings to meet comments made.
- 2.6 **Environment Agency** - The site is within 250 metres of a former waste disposal site and the necessary tests for the presence of methane should be carried out and the appropriate design features incorporated if found
- 2.7 **Anglian Water** – Details of foul and surface water to be submitted for approval by the Local Planning Authority before development commences.
- 2.8 **South Essex Health Authority** – No comments.
- 2.9 **Head of Housing, Health and Community Care** – No objections subject to Standard Condition No. 88 Soil Sampling and Standard Informative No. 16 (Control of Nuisances).
- 2.10 **Head of Corporate Policy and Initiatives** – It is felt that that the proposed use should have more substantial screening along the boundary with the gardens of the main hospital building containing elderly studios

### Material Planning Considerations

- 2.11 As stated above, this proposed special needs scheme is for occupation by people with learning difficulties, some of which already attend the 'World' centre on a daily basis in the former hospital building on the site. The new unit is to be supervised from the existing Springboard facilities on the site and no resident staff are proposed in the new building
- 2.12 This being the case, there are no directly applicable parking standards for this proposal. The residents will not be car owners and the facility could therefore arguably be regarded as an unstaffed 'community home' for which the standards are one parking space for every four bedrooms or part thereof. This would give a requirement for three spaces, whereas 6 are proposed including 2 for disabled. A condition limiting the use to that applied for would therefore be appropriate.
- 2.13 The design and siting of the scheme has been significantly altered in view of its location within the vicinity of a listed building to comply with the requirements of the County Planner and it will be important to ensure that the materials are of a similarly high standard. The parking provision was also modified in terms of spacing and sizes at the County Surveyor's request and at the same time the access was improved to meet the requirements of the Fire Brigade
- 2.14 If this proposal is implemented, it will complete the re-development of the former hospital site in terms of the potential identified so far.

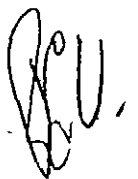
### Recommendation

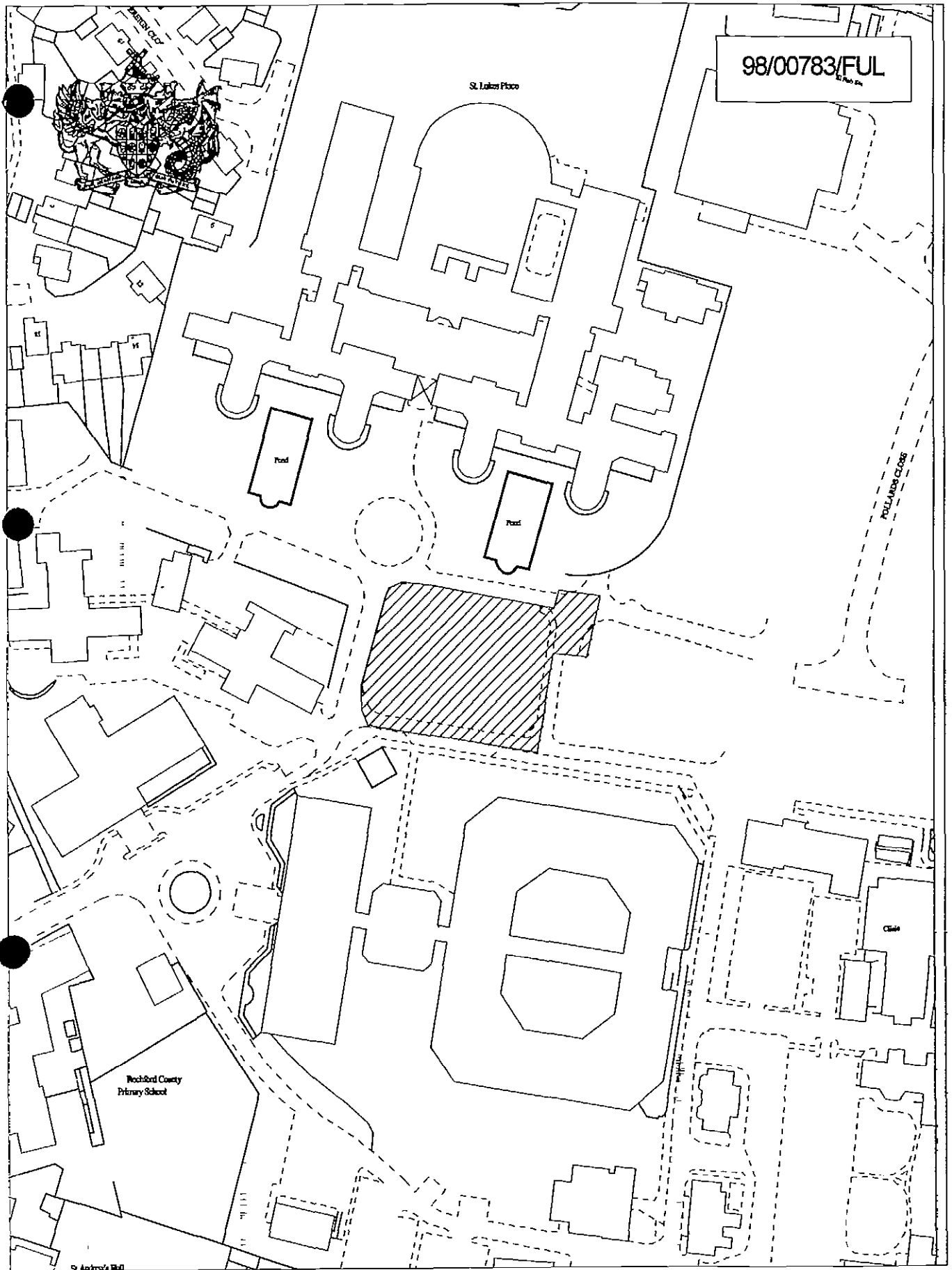
- 2.15 The Corporate Director (Law, Planning and Administration) recommends that this application be delegated to him to determine on the expiry of the statutory site notice and subject to appropriate conditions including the following:-



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- 1 SC4 Time Limits Full – Standard
- 2 SC6 Alternative Development
- 3 SC14 Materials to be Used
- 4 The development hereby approved may only be occupied by people with learning difficulties and not by any persons who could use motor vehicles including those designed or adapted for the disabled
- 5 SC50A Means of Enclosure
- 6 SC59 Landscape Design – Details (Full)
- 7 SC76 Parking and Turning Space
- 8 SC90 Surface Water Drainage
- 9 SC91 Foul Water Drainage
- 10 SC88 Soil Decontamination

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# Committee Report

3.



Rochford District Council

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

On : **29<sup>th</sup> APRIL 1999**

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

Title **CHANGE OF USE OF OPEN LAND TO PUBLIC OPEN SPACE  
ROPERS FARM, MUCKING HALL ROAD, BARLING MAGNA**

Author : **Anita Wood**

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Application No. **99/00053/COU**

Applicant : **BARLING MAGNA PARISH COUNCIL**

Zoning : **METROPOLITAN GREEN BELT**

Parish **BARLING MAGNA PARISH COUNCIL**

## Planning Application Details

- 3.1 This application proposes to change the use of a strip of land to the West of Ropers Farm, off Mucking Hall Lane for the purposes of Public Open Space. The total area covered is approximately 30,000 square metres and reaches from Mucking Hall Lane to the River Roach.
- 3.2 Vehicular access is to be from Mucking Hall Road with a provision of 30 car parking spaces as well as bicycle racks. A track network from Mucking Hall Lane to the river is proposed as well as the introduction of bins, seats, picnic tables, scattered throughout the site and a store (shelter). These are integrated alongside a landscaping scheme which includes water features, scrub, meadow, hedges and non-intervention areas.
- 3.3 A series of noticeboards are also included to guide the visitor from the entrance point and through the site.

## Relevant Planning History

- 3.4 The site has no relevant planning history (N.B whilst the site is adjacent to Ropers Farm, the land is owned by Southend Borough Council and the previous use as a nursery ceased approximately 15 years ago)

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*ACV*



### Consultations and Representations

- 3 5 Essex County Council (**County Surveyor**) advises de-minimis
- 3 6 The **Head of Housing, Health and Community Care** has no adverse comments in respect of the application subject to the condition that there shall be no burning of waste vegetation or other waste materials on the site during either the clearance of the site of the subsequent proposed use
- 3 7
- 3 8 The **Environment Agency** raises no objection to this proposal
- 3 9 **Anglian Water (Developer Services)** raises no objection to this proposal.
- 3 10 **Rochford Hundred Amenity Society** raises no objection to this proposal (received verbally).

### Material Planning Considerations

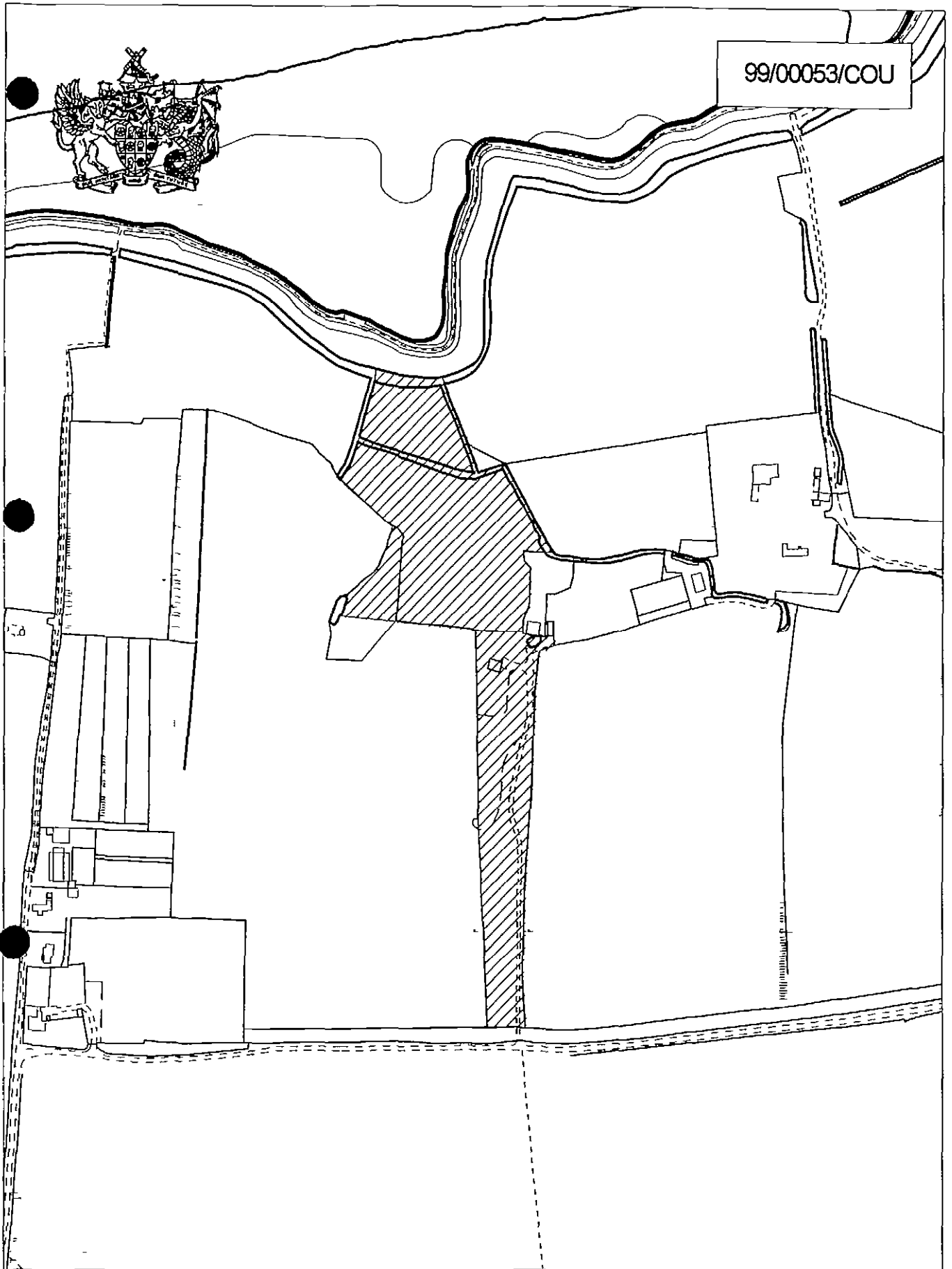
- 3 11 The main planning consideration is the relevance of the proposal to the current development plan Rochford District Local Plan (First Review) 1995, wherein the site falls within the Green Belt The main issues can be summarised as.
- 3 12 **1) Metropolitan Green Belt-**  
Policy GB1 of the Local Plan states that uses which would be suitable within the Green Belt include forestry, outdoor participatory recreation uses which and other such uses which are open in character Clearly an area of Public Open Space would constitute as a suitable type of use within the Metropolitan Green Belt. P.P.G2 – Green Belts underlines the importance of the openness of the Green Belt and lists appropriate uses of land therein. This proposal is in line with this advice
- 3 13 **2) Other Landscape and Conservation Policies**  
The site is bisected by the annotation as a Landscape Improvement Area and also as a Special Landscape Area. The main difference being that the Landscape Improvement Area looks to enhance area in need of remedial treatment whilst the Special Landscape Area designation looks to conserve areas of high quality landscape The nature of this proposal however, as an area of public open space, will satisfy the criteria of each of these special designations since it will conserve, maintain, manage and improve the site.
- 3 14 Similarly the site is within the Coastal Protection Belt of the River Roach and the Roach Valley Nature Conservation Zone which promotes the control of development along the coast. Again there is no evidence to suggest that the application will adversely affect the open and rural character of the coastline or any important wildlife habitats.
- 3 15 **3) Highway Safety and Car Parking**  
The County Surveyor advises de-minimis. In terms of car parking space, the plans accompanying the application indicates 30 spaces, although a detailed layout has not been submitted. The proposal does not fall into any of the categories in the car parking standards but 30 spaces would seem more than adequate.
- 3 16 Cycle racks are also to be provided and there are public footpaths in the vicinity of this site

### Recommendation

- 3 17 The Corporate Director (Law, Planning & Administration) recommends that this application be delegated to the Director to approve subject to the receipt of comments from English Nature and including the following heads of conditions and any others found necessary

- 1 SC4 Time Limits Full – Standard
- 2 SC34 Floodlights – Prohibited
- 3 SC59 Landscape Design – Details
- 4 SC74 Driveways – Surface Finish
- 5 SC80 Car Parking Provision
- 6 SC69 Vehicular Access
- 7 Prior to its construction, details of the size, layout, location and elevations of the store (shelter) shall be submitted to and agreed in writing by the Local Planning Authority and the development shall be in accordance with these agreed details.

*QPV.*



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# Committee Report

4.



Rochford District Council

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

On : **29<sup>th</sup> APRIL 1999**

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

Title **RETAIN BASKETBALL PRACTICE AREA, INCLUDING SINGLE BASKET BALL RING ON SUPPORTING COLUMN AND SKATE BOARD RAMP ON PERMANENT BASIS (RENEWAL OF APPLICATION DP/0546/97/ROC)  
CLEMENTS HALL LEISURE CENTRE, CLEMENTS HALL WAY, HAWKWELL**

Author **Kevin Steptoe**

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Application No. **99/00087/DP3**

Applicant : **ROCHFORD DISTRICT COUNCIL**

Zoning **PUBLIC OPEN SPACE, METROPOLITAN GREEN BELT**

Parish **HAWKWELL PARISH COUNCIL**

## Planning Application Details

- 4.1 This is an application to retain two sports/ leisure facilities that are already installed at the Leisure Centre on a permanent basis. The basketball goal area and the skateboard ramp are located in the south east corner of the recreation ground with areas of 2m high grass mounding to the east and south. Beyond them, to the east, is farmland and the leisure centre car park to the south. The nearest residential properties are approx 120m away. There are footpaths and an informal bridleway to the east and south of the site beyond the earth mounding and hedging.
- 4.2 The skateboard ramp is 11m in length, 5m in width and a maximum of 3m high. The basketball area consists of an area of hardstanding 9m by 9m and the goal basket is approx 4m in height. The facilities were originally instigated by the Community Services Committee under the 'Safer Communities Initiative', in relation to the basketball area, as part of a programme which aims to provide 10,000 such goals nationwide.

### Relevant Planning History

- 4.3 **Application DP/0546/97/ROC** related to the initial installation of the basketball goal and skateboard ramp. Permission was granted on 30 October 1997 with the condition that the permission was limited to one year from the date of the first use of the facility. There is no other history which is relevant to the consideration of this application.

### Consultations and Representations

- 4.4 **Hawkwell Parish Council.** Has no objections but considers that screening from the properties in Hawkwell Park Drive would improve the site outlook.
- 4.5 **Head of Housing, Health and Community Care.** No adverse comment as there is no record of any complaints in relation to noise or disturbance from the site.
- 4.6 Local residents were notified by post and three site notices have been displayed.

### Material Planning Considerations

- 4.7 The material planning issues in this case are:
- i. the acceptability of the scheme in relation to planning policy
  - ii the impact on residential amenity

### **Planning policy**

- 4.8 The site is designated as an open space in the Rochford District Local Plan (First Review). The proposals represent a small scale recreational facility which will not compromise the integrity of the area to the north and west as an open space. In that regard they are acceptable. Although located within the green belt the recreational nature of the facility and its limited scale again make it acceptable.

### **Residential Amenity**

- 4.9 The closest dwellings are some 120m from the site. They are separated by the earth mounding, substantial hedging and the car park to the leisure centre such that, almost no views of the site can be had from those dwellings. The existence of the leisure centre leads to a considerable amount of activity in the area extending into the evening. The operation of the ramp and basketball goal over the last year does not appear to have caused unacceptable disruption. Some views of the facility are possible from the dwellings to the west, which are about 220m away. The facilities are of a minimal nature however and those views would also include the main leisure centre buildings and areas of overflow car parking.
- 4.10 Given the general activity in the area, the distance of the facility from dwellings and the lack of apparent problems from the current period of use it is considered that the retention of the facility will not have an unacceptable impact on residential amenity.

### Recommendation

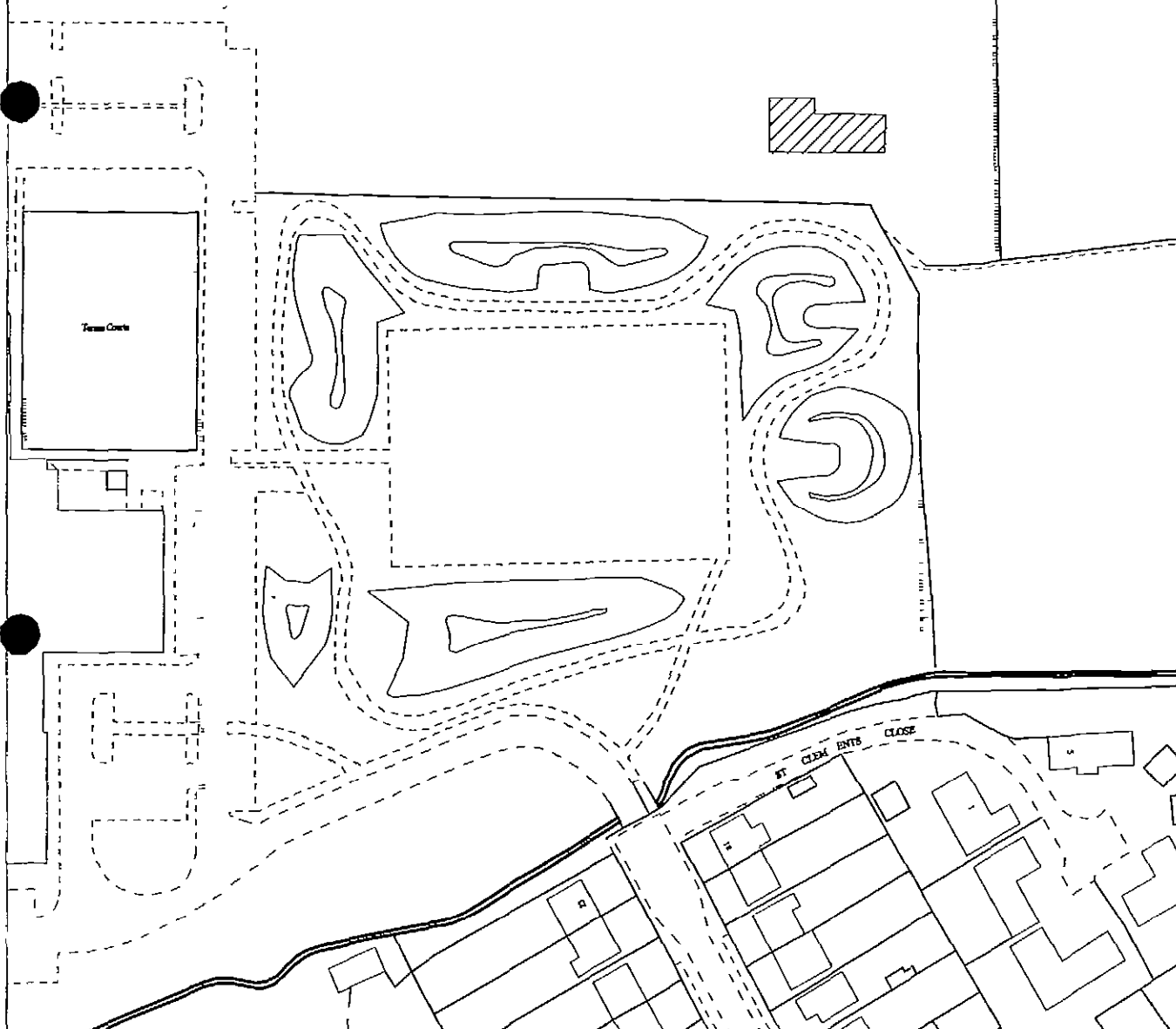
- 4.11 The Corporate Director (Law, Planning and Administration) recommends that the application be approved unconditionally.

*REV.*  
415



99/00087/DP3

Recreation Ground



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# Committee Report

5.



Rochford District Council

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

On : **29<sup>TH</sup> APRIL 1999**

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

Title : **ERECT AGRICULTURAL STORAGE BUILDING  
LITTLE WAKERING WICK FARM, GREAT WAKERING**

Author : **Anita Wood**

---

Application No. **99/00106/FUL**

Applicant : **MESSRS A & W BENTALL**

Zoning : **METROPOLITAN GREEN BELT**

Parish **BARLING MAGNA PARISH COUNCIL**

## Planning Application Details

- 5.1 This application is for an agricultural storage building at Little Wakering Wick Farm, Great Wakering. The building is to be located to the north west of the main farmstead and to the north of Little Wakering Wick cottages.
- 5.2 The proposed building has a floorspace of 595.5 sq m (of which 20.25sq m is a control room to the west of the building) and has a height of 7.8m to the main ridge. The roof to the building also has a very low pitch at 10 degrees.
- 5.3 The walls of the building are to be constructed of PVC coated steel sheeting and 80mm thick bonded insulated PVC coated steel sheeting to the main roof. The control room to the west of the building has sloping roof and louvered ventilators above in the main wall whilst there are electrically operated slideover doors at the other end of the building.

## Relevant Planning History

- 5.4 In 1992 this site was the subject of a County application (CM/0408/92/ROC) for the extraction of minerals to enlarge an agricultural reservoir and as such Rochford was asked to comment upon the proposal as a consultee. The reservoir was needed to irrigate potato and onion crops, which have been grown on the holding for many years and no objections were raised to the proposal subject to certain conditions.

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### Consultations and Representations

- 5.5 **Essex County Council (County Surveyor)** advises de-minimis.
- 5.6 **Essex County Council (Specialist Archaeological Advice)** states that no known archaeological site will be affected by the proposal and as such no archaeological condition need be attached to any grant of consent
- 5.7 **Essex County Council (County Planner)** has no objection on minerals planning grounds to the application
- 5.8 The **Head of Housing, Health and Community Care** has no adverse comment to make on the application subject to a condition requiring that further details of the proposed extract ventilation system be submitted to and agreed in writing by the Local Planning Authority
- 5.9 **English Nature** has no objection to the proposal.
- 5.10 The **Environment Agency** makes two advisory comments that all drums and small containers used for oil and for other chemicals shall be stored in bunded areas that do not drain into any watercourse, surface water sewer or soakaway, and, that only clean, uncontaminated surface water should be discharged to any soakaway, watercourse or surface water sewer.

### Material Planning Considerations

- 5.11 The main planning consideration is the relevance of the proposal to the current development plan Rochford District Local Plan (First Review) 1995
- 5.12 The site is designated not only as Metropolitan Green Belt but part of the Special Landscape Area, Roach Valley Conservation Zone and the Coastal Protection Belt.

#### ▪ **Metropolitan Green Belt**

There is no doubt that this is a suitable type of development within the Metropolitan Green Belt as it is specifically for agricultural purposes which will accord with policy GB1 of the Local Plan. It is also worthy to note that there is no record of any other agricultural storage unit ever built on the farmstead to allow for an increase in productivity.

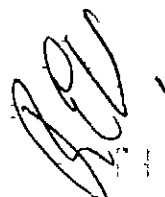
#### ▪ **Other Landscape and Conservation Interests**

With regard to the rural conservation policies, English Nature have advised that they have no objection to the application and no known important wildlife habitat will be affected by the proposal. It is considered that the building will not affect the rural character of the area.

- 5.13 The unit is to be sited just outside the main farmstead within the belt of land designated as a Special Landscape Area. This part of the site is very exposed and a public footpath from which the building would be highly visible also bisects the site. The unit is not of an unreasonable size though, with a low pitch to the roof to minimise bulk. An appropriate colour scheme for the roof and walls would also reduce the impact of the building to the surrounding landscape

### Recommendation

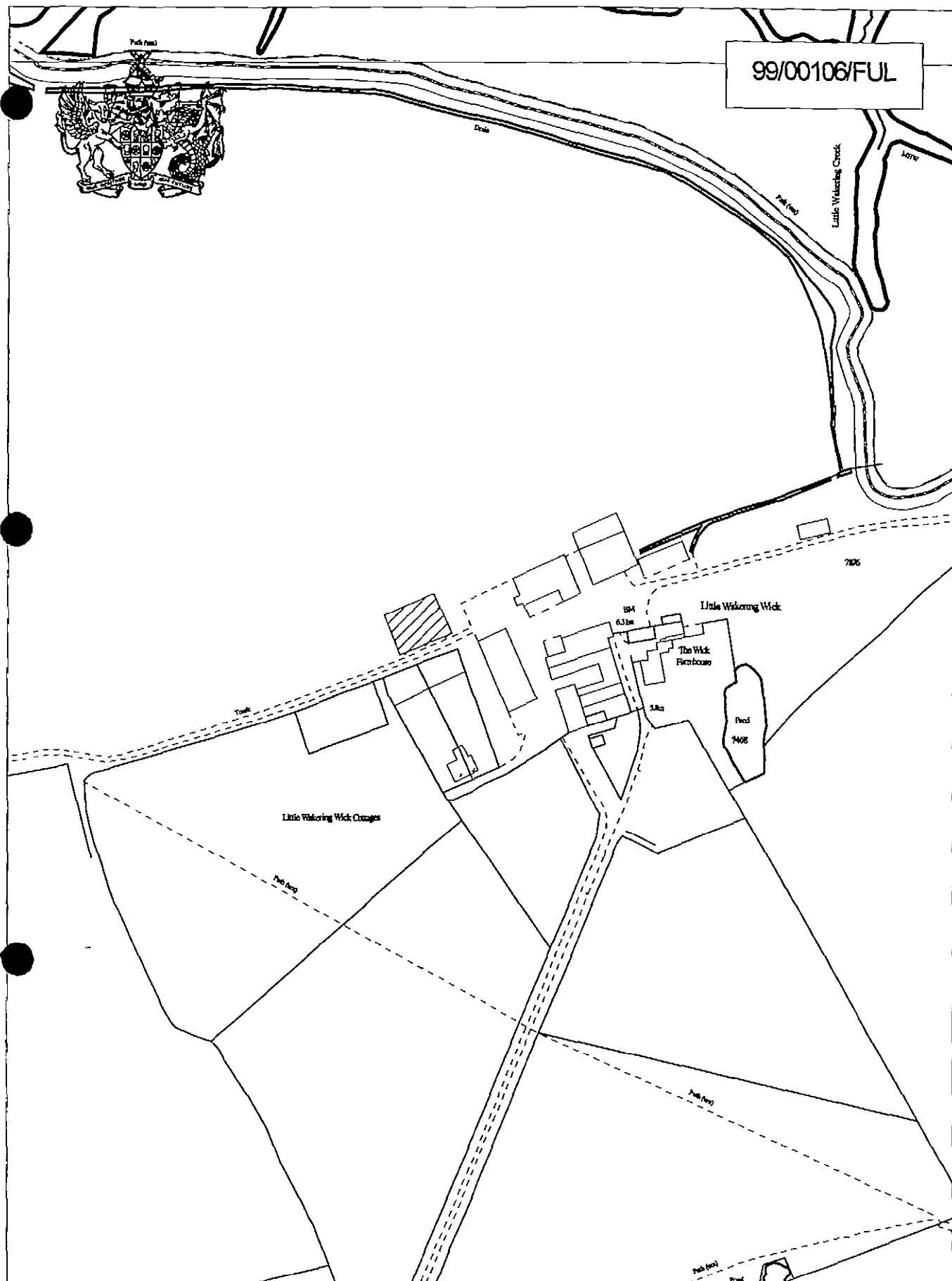
- 5.14 The Corporate Director (Law, Planning & Administration) recommends that this application be approved subject to the following heads of condition.





- 1 SC4 Time Limits Full – Standard
- 2 SC14 Materials to be Used
- 3 SC92 Extract Ventilation System

REV



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# Committee Report

6.



Rochford District Council

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

On: **29<sup>TH</sup> APRIL 1999**

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

Title: **ERECT TWO STOREY HEALTH CENTRE (DEMOLISH EXISTING HEALTH CENTRE) AND CONSTRUCT NEW PARKING AREA WITH ANCILLARY WORKS  
THE GREAT WAKERING HEALTH CENTRE, HIGH STREET, GREAT WAKERING**

Author: **Anita Wood**

---

Application No. **99/00177/FUL**

Applicant: **DR'S J. F. FREEL & M. A. SAAD**

Zoning: **EXISTING RESIDENTIAL**

Parish: **GREAT WAKERING PARISH COUNCIL**

## Planning Application Details

- 6.1 This item is before members under the Council's 'fast track' procedure for employment generating proposals. It is expected that at least four to six new full time posts will be available once the health centre is open and this level is expected to reach to 10 full time posts once the health centre has become established.
- 6.2 The application was registered on the 1 April, is still out to consultation and thus is at a very early stage of processing.
- 6.3 The application site, is that of the original Health Centre and is located between two residential dwellings on the north side of Great Wakering High Street and backs onto the recreation ground. The original health centre was granted permission in 1952 with permission given for an extension and car park in 1953.

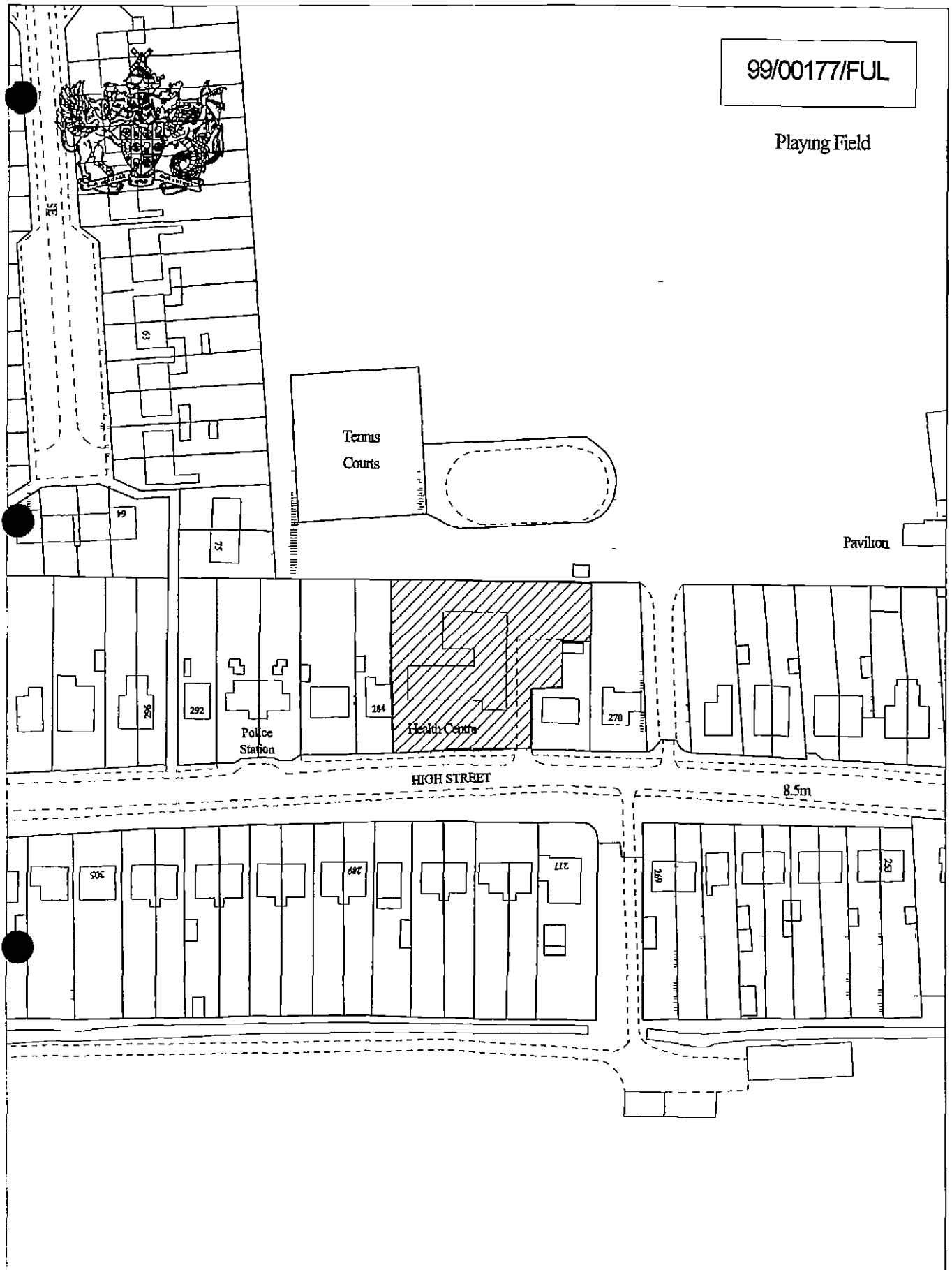
- 6.4 The application proposes a two-storey health centre, of residential proportions, which features a mono-pitched roof with two windows and a tinted glass louvre to the rear. The roof windows are to provide light to a central atrium and waiting area and a balcony to the front is also shown. The materials to be used are bold in their nature too, as the roof is to be of silver grey sheeting, with metal columns to the front supporting the roof. The brickwork is to be a buff colour and all of the windows are to be colour coated aluminium. The internal floorspace is devoted to consulting rooms, training /conference rooms, storage, a dispensary and facilities such as toilets, a child play area and a lift.
- 6.5 It should be noted that the proposed health centre has been relocated within the plot and has been sited 2.5m from the boundary and approximately 4m forward of the adjacent residential property and could be considered as detrimental to the amenity of this property (number 284 High Street).
- 6.6 At current there are 15 existing parking spaces on site and the proposed scheme would increase this level to 37 spaces. The car-parking standard for health centres is dependent on staffing levels and the number of consulting rooms. Considering the proposal this would require a level of parking of at least 24 spaces and so the proposed level would seem more than satisfactory.
- 6.7 As the application is still in the early stages only certain consultation responses have been received (the application is also in the process of being advertised under the departure procedure given the allocation of the site for residential purposes) -
- 6.8 Essex County Council (**County Planner**) from a policy perspective raises no objection to the proposal.
- 6.9 The **Environment Agency** raises no objection to the proposal.
- 6.10 **Anglian Water** (Developer Services) raises no objection to the proposal.
- 6.11 The resident of No 279 High Street has submitted a letter raising their concern of loss of views and that an increased use of the site will create traffic and parking problems for this part of Great Wakering High Street.

#### Conclusion

- 6.12 Members' views on the proposal are sought at this early stage in order that they may be addressed so that the planning application can be dealt with as speedily as possible. When in a position to do so officers will bring the application before members in the usual way.

99/00177/FUL

Playing Field



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# Committee Report

7.



Rochford District Council

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

On: **29<sup>TH</sup> APRIL 1999**

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

Title: **ERECT TEMPORARY BUILDING FOR USE AS DOCTORS SURGERY  
THE GREAT WAKERING HEALTH CENTRE, HIGH STREET,  
GREAT WAKERING**

Author: **Anita Wood**

---

Application No: **99/00178/FUL**

Applicant: **DR'S J. F FREEL & M. A. SAAD**

Zoning: **EXISTING RESIDENTIAL**

Parish: **GREAT WAKERING PARISH COUNCIL**

## Planning Application Details

- 7.1 Member should be made aware that application 99/00177/FUL is accompanied by the proposal for a temporary surgery building.
- 7.2 The building is single storey and 18m by 9.5m. The building will accommodate four consulting rooms as well as a dispensary and administration office. The temporary surgery is to be located at the rear of the site and will utilise part of the recreational ground adjacent to the rear boundary.
- 7.3 Access to the temporary building for disabled users is not shown.
- 7.4 As the application is still in the early stages only certain consultation responses have been received:
- 7.5 Essex County Council (**County Planner**) raises no objection to the proposal.
- 7.6 The **Head of Legal Services** (Land Management & Administration) has confirmed that the District Council are the owners of the recreation ground and have approved a 12 month licence in order for the construction work to proceed, subject to planning permission. There are no adverse comments to make on the proposal.

- 77 The **Environment Agency** raises no objection to the proposal.
- 78 **Anglian Water** (Developer Services) raises no objection to the proposal.

Conclusion

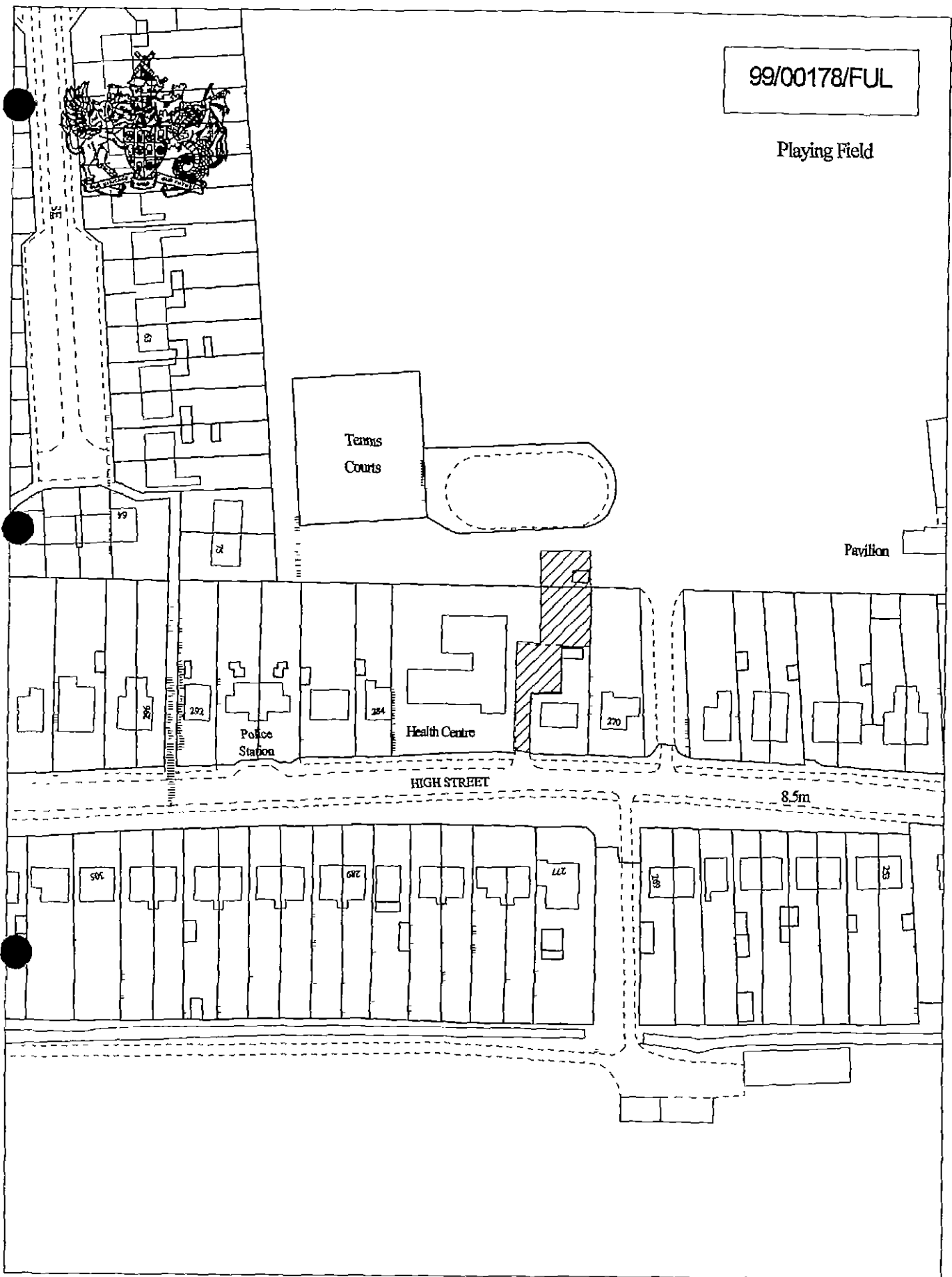
- 79 Members' views on the proposal are sought at this early stage in order that they may be addressed so that the planning application can be dealt with as speedily as possible. When in a position to do so officers will bring the application before members in the usual way.

RLV.

425

99/00178/FUL

Playing Field



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# Committee Report

8.



Rochford District Council

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

On . **29<sup>TH</sup> APRIL 1999**

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

Title . **USE PART OF GROUND FLOOR AND FIRST FLOOR OF PREMISES  
AS DANCE SCHOOL. ERECT EXTERNAL ENCLOSED STAIRCASE  
30 MAIN ROAD, HOCKLEY**

Author : **Martyn Williams**

---

Application No: **98/00547/FUL**

Applicant . **MR AND MRS A. HARDING**

Zoning . **SECONDARY SHOPPING FRONTAGE AREA**

Parish . **HOCKLEY PARISH COUNCIL**

## Planning Application Details

- 8.1 This application seeks the change of use of the ground and first floor storage areas of this Class A1 retail unit to use as a dance school. The retail floor space at the front will be retained as such for the sale of dance equipment and a window display will be retained.
- 8.2 The store building lies behind and is joined to the retail part. Its conversion would create three modest sized studios and a toilets and changing area. It has no windows to its flanks or rear and only one exists at first floor level in the front elevation of the store that lies directly behind the first floor of the main shop unit. Just one new extra window is proposed for the front elevation of the store at first floor level alongside the existing one. A new covered in external staircase on the west flank of the store is proposed and the roller shutter door in the front elevation will be converted to an emergency exit. This elevation is set well back from the highway/street scene. The first floor office over the shop will be retained as such.
- 8.3 It is envisaged that the average class size will be approximately 15 students plus one Instructor. The applicant's agent admits there is not sufficient on-site parking to accommodate the number of spaces recommended in the Local Plan but refers to three mitigating factors. a) it is a town centre location with a public car park a short walk away, b) one of the sites from which the school currently operates is the Hockley Church Hall immediately opposite where there is no on-site parking and the school would stop using this and another site if permission were to be granted; c) the existing commercial use of the warehouse would cease. As well as "giving up" the Hockley Church Hall, which was used until the end of last year and is to be replaced by the use at Plumberow School, the applicants will also cease using the Hockley Public Hall in Bullwood Road where presently there is no on-site parking.

REV

- 8 4 Of the sites the school currently operates from, it is envisaged that the purpose made addition to the applicant's house at 42 Southend Road, Hockley will continue the agent refers to the Gladstone Road telephone exchange site where permission was granted to the school to use the premises between the following hours:-

Monday – Friday 9 00am – 9 00pm  
Saturdays 9.00am – 3.00pm  
Sundays 10.00am – 6.00pm (Once per calender month)

- 8 5 He reports that the site was in a residential area in contrast to the current town centre proposal (the applicants were unable to purchase the premises) They would therefore appreciate rather less restrictions on hours in the current proposal and would be prepared to enter into a reasonable Legal Agreement to control the use of the site and any others as required.
- 8 6 The application property is attached to a single story building to its east that is in use as a DIY type use. To the west lies a terrace of shops with residential flats over marking the outer edge of the commercial town centre whilst opposite lie dwellings.

#### Relevant Planning History

- 8.7 There is little planning history to this site.
- 8.8 i) CU/0400/91 – Change of use to Private Members Snooker Club – This application was refused on lack of onsite parking and intensification of a commercial use to the detriment of the nearby dwellings.
- 8.9 ii) CU/0684/91 – Change of Use to Estate Agents – Withdrawn.
- 8.10 iii) F/0053/96/ROC – Retain Steel Security Shutters (Mounted Externally) – Refused - Appeal Dismissed.
- 8.11 iv) F/0389/97/ROC - New Shop Front – Approved.

#### Consultations and Representations

- 8.12 **Hockley Parish Council** express concern about the lack of on-site space for dropping off and picking up of pupils
- 8.13 **Essex County Council Highways** have recommended refusal of permission on the grounds of insufficient on-site parking provision and an inability of the nearby lay-by to accommodate both those concentrated movements and the existing vehicle movements.
- 8.14 **The Head of Housing Health and Community Care** has no objection subject to conditions requiring a sound insulation scheme and a ventilation scheme
- 8.15 Four letters of objection have been received from local residents and the nearby Church on the grounds of a) inadequate parking and “dropping-off/picking-up” provision and attendant problems likely to arise, b) the likelihood of noise intrusion arising from the proposed use including possible parties/social events; c) intrusive nature of new external staircase.
- 8.16 One letter of support has been received on the grounds of the beneficial use of a vacant shop, a useful local facility for local children and the exemplary record the dance school has The letter suggests there is ample parking in the public car park to the rear of the library where parents would be advised to park.

## Material Planning Considerations

### 8 17 **Summary of Planning Considerations**

- Shopping Policy
- Residential Amenity
- Car Parking

#### **Shopping Policy**

- 8.18 As the proposal will result in the retention of the A1 use of the front of the premises and linked to the proposed use of the rest of the floor space in this secondary shopping area there are no policy objections.

#### **Residential Amenity**

- 8.19 As far as the retention of the retail function and frontage is concerned there will be no change to the impact of the unit upon its surroundings including those of the dwellings opposite. The other two effects arising from the proposed change of use will be the potential for noise intrusion on the surrounding area and at what times, and the effects of, visiting vehicles generated by the use.
- 8.20 As far as noise is concerned this issue can be controlled by the requirement for a satisfactory sound insulation scheme to a standard that will ensure no impact externally above the ambient noise level prevailing at the times that the school is operating. Such a scheme should be required by condition as set out in the consultation responses above.

#### **Car Parking**

- 8 21 As far as visitors car parking and the accommodation of vehicles alighting or collecting passengers is concerned there is only very limited provision on site for 3 staff vehicles. As there is to be no change in those numbers arising from the proposal that situation will remain as it is in its current lawful use.
- 8.22 As far as car parking is concerned the County Surveyor's recommendation for refusal expresses concerns related to the concentrated movements that would arise at class changeover times. This is coupled with the inability of the site, and shop lay-by next to it, to cope at these times without evidently presenting a hazard to visitors and other road users by virtue of the short term parking on the highway that would inevitably arise.

## Conclusion

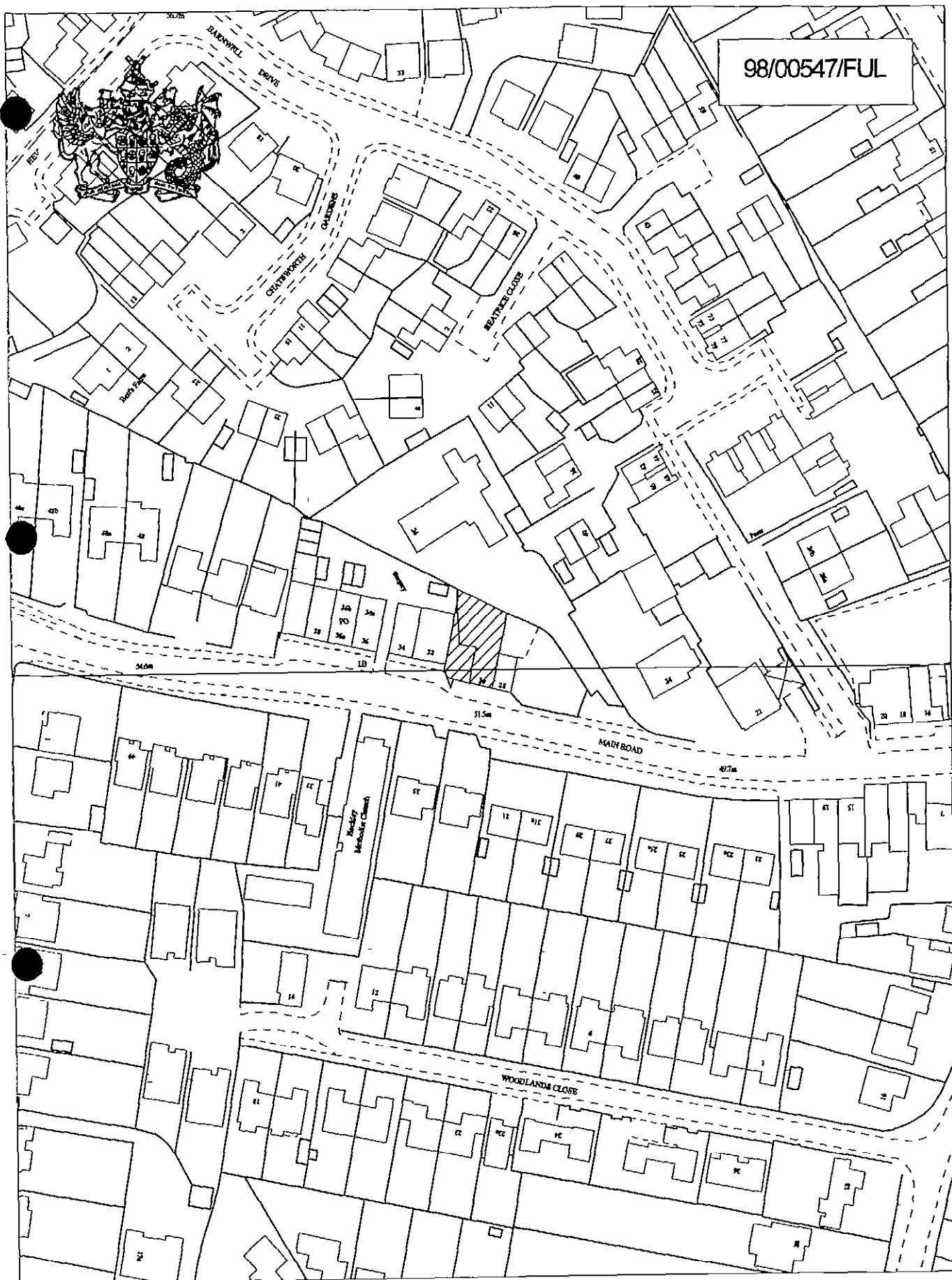
- 8.23 The building the subject of this application may physically afford itself easily and appropriately to such a change of use and conversion without conflict with the shopping policies of the Local Plan. Furthermore, with appropriate conditions the effects on residential amenity can be limited to a reasonable level. Nevertheless there are substantive objections raised by the County Surveyor on highway grounds given the status of Main Road that serves the site.

### Recommendation

- 8 24 The Corporate Director (Law, Planning and Administration) recommends that this application be refused for the following reason:-
- 8 25 The proposal does not provide sufficient car parking within the site to accommodate the number of vehicles that the proposal is likely to generate. The parade of shops, of which No 30 forms a part is served by a lay-by that provides short term parking. However, the proposal will generate vehicles movements that will be concentrated into a short time span before and after a class. The lay-by would be unable to accommodate these concentrated movements and the existing vehicle movements, and may well lead to short term parking taking place on the highway thereby creating conditions of danger and obstruction to other road users to the detriment of general highway safety.



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98/00547/FUL

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## DELEGATED PLANNING DECISIONS – 8<sup>TH</sup> APRIL 1999

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

Application No : F/0586/97/ROC                      Decision : **Application Permitted**  
Location : Adj Dolce Domun Nore Road Rayleigh Essex  
Proposal : Detached 4-bed Dwelling with Integral Garage  
Applicant : M & D King

Application No : CU/0034/98/ROC                      Decision : **Application Permitted**  
Location : R/O 4-6 Eastwood Road Rayleigh Essex  
Proposal : Use Area for Parking of Cars for Staff from Somerfields Supermarket  
Applicant : A James (EMB) Ltd

Application No : F/0457/98/ROC                      Decision : **Application Permitted**  
Location : 21 London Hill Rayleigh Essex  
Proposal : Construct Vehicular Access and Associated Works  
Applicant : Mr A Hall

Application No : F/0459/98/ROC                      Decision : **Application Permitted**  
Location : 123 Ferry Road Hullbridge Essex  
Proposal : Retain Two Portable Containers on a Permanent Basis (Renewal of Planning Permission Ref. F/0433/95/ROC).  
Applicant : Hullbridge Gardens Association

Application No : F/0487/98/ROC                      Decision : **Application Permitted**  
Location : 3 Tyrells Hockley Essex  
Proposal : Erect First Floor Side Extension Over Existing Garage and Ground Floor Front Extension to Form Car Port  
Applicant : Mr & Mrs Aubert

Application No : F/0537/98/ROC                      Decision : **Refuse Planning Permission**  
Location : Home Farm 46 High Road Hockley Essex  
Proposal : Erect Two Storey Rear Extension (For Occupation by Elderly Relative)  
Applicant : Mr & Mrs Byford

Application No : 98/00544/COU                      Decision : **Refuse Planning Permission**  
Location : 23 West Street Rochford Essex  
Proposal : Change of Use from Estate Agents (Class A2) to Take-away Food Shop (Class A3)  
Applicant : Mr S Wong

Application No . F/0570/98/ROC                      Decision :    **Application Permitted**  
Location .                      Alfoxton House Hockley Road Rayleigh Essex  
Proposal :                      Erect Ground Floor Side Extension (Conservatory) (Revised Submission  
Following Application Ref. F/0390/97/ROC)  
Applicant .                      P D Thomas

Application No . F/0705/98/ROC                      Decision .    **Application Permitted**  
Location .                      Unit 22 Brook Road Rayleigh Essex  
Proposal .                      Erect Two Storey Side Extension to Existing Factory  
Applicant :                      Eye Technology Ltd

Application No . 98/00729/FUL                      Decision .    **Application Permitted**  
Location .                      84 Alexandra Road Great Wakering Southend-On-Sea  
Proposal :                      Erect Ground Floor Rear Extension  
Applicant :                      Mrs P Baker

Application No . 98/00753/OUT                      Decision .    **Application Permitted**  
Location :                      Land Adjacent 66 Woodlands Road Hockley  
Proposal :                      Outline Application to Erect Detached Chalet with Integral Garage  
Applicant .                      D Dickel

Application No . 98/00756/FUL                      Decision :    **Application Permitted**  
Location :                      Brackens Eastwood Rise Leigh-On-Sea  
Proposal .                      Erect Side Extension Comprising Garage with Ensuite Bathroom Over  
Applicant :                      Mr & Mrs I Rodgers

Application No.: 98/00759/FUL                      Decision        **Application Permitted**  
Location :                      212 Hockley Road Rayleigh Essex  
Proposal .                      Erect Ground Floor Rear Extension  
Applicant .                      Mr M Kelly

Application No . 98/00769/FUL                      Decision .    **Application Permitted**  
Location .                      2 New Road Great Wakering Southend-On-Sea  
Proposal .                      Erect 1.48 Metre High Wall to Front Boundary  
Applicant                      F. J. Green And Son

Application No · 98/00775/FUL                      Decision :    **Refuse Planning Permission**  
 Location                      Tudor Lodge St. Johns Drive Rayleigh  
 Proposal :                      Erection of New Roof With Front and Rear Dormers to Provide  
    Additional First Floor Living Accommodation  
 Applicant :                      Mr L Rawlings  
 1                      RFR4 Green Belt - Extensions  
 2                      The proposal which involves the erection of a new roof with front and rear dormer  
                                  windows, would, if permitted, result in dwelling that has almost doubled in size in  
                                  terms of floorspace, and a dwelling that has been significantly increased in height,  
                                  therefore materially altering the physical appearance of the dwelling from a bungalow  
                                  to a two storey chalet/house. Consequently, it is considered that this would create an  
                                  extension that would be out of scale and character with that of the original dwelling  
                                  and thus, detrimental to the visual amenities of the open countryside and the  
                                  Metropolitan Green Belt contrary to Policy GB7 of the Rochford District local Plan  
                                  First Review.

Application No · 98/00777/FUL                      Decision                      **Application Permitted**  
 Location :                      1 Hamilton Gardens Hockley Essex  
 Proposal .                      Increase Height of Ridge and Formation of Rooms on Roof with Dormer  
                                  Extension to Rear  
 Applicant                      Mr & Mrs Taylor

Application No · 99/00004/FUL                      Decision ·                      **Application Permitted**  
 Location :                      Land Adjacent Crane Court St. Thomas Road Rochford  
 Proposal :                      Erect 5-Bed Detached House and Detached Double Garage  
 Applicant ·                      Mr And Mrs M Thomas

Application No · 99/00006/FUL                      Decision ·                      **Application Permitted**  
 Location                      18 Lower Lambricks Rayleigh Essex  
 Proposal .                      Ground Floor Rear Exetension  
 Applicant ·                      D Baker

Application No . 99/00016/FUL                      Decision .                      **Application Permitted**  
 Location .                      168 Alexandra Road Great Wakering Southend-On-Sea  
 Proposal :                      Erect 6ft High Fence to Rear Boundary (Without Compliance with  
                                  Condition 4 of Application F/0429/95/ROC)  
 Applicant                      Mr & Mrs SJ Wilkinson

Application No : 99/00024/FUL                      Decision ·                      **Application Permitted**  
 Location ·                      8 Mapleleaf Close Hockley Essex  
 Proposal ·                      Single Storey Garage  
 Applicant ·                      G Morley

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Application No : 99/00028/FUL      Decision :      **Application Permitted**  
Location : 225 Eastwood Road Rayleigh Essex  
Proposal : Proposed Alterations to Include Rooms in the Roof  
Applicant : Mr & Mrs Hole

Application No : 99/00029/FUL      Decision :      **Application Permitted**  
Location : 54 Weir Gardens Rayleigh Essex  
Proposal : Part Two Storey, Part Single Storey Extension to Rear.  
Applicant : Mr Baldassara

Application No : 99/00036/FUL      Decision :      **Application Permitted**  
Location : 55 London Hill Rayleigh Essex  
Proposal : Formation of Vehicular Access  
Applicant : Mr R W Davie

Application No : 99/00037/FUL      Decision :      **Application Permitted**  
Location : 71 Folly Lane Hockley Essex  
Proposal : Ground Floor Rear Extension  
Applicant : Mr And Mrs I E Hodges

Application No : 99/00048/FUL      Decision :      **Application Permitted**  
Location : 41 Highfield Crescent Rayleigh Essex  
Proposal : Ground Floor Rear Extension  
Applicant : Mr & Mrs Stevens

Application No : 99/00063/FUL      Decision :      **Application Permitted**  
Location : 21 Woodlands Avenue Rayleigh Essex  
Proposal : Proposed Dining Room Extension to Rear  
Applicant : Mr & Mrs M Newton

Application No : 99/00066/FUL      Decision :      **Application Permitted**  
Location : 235 Ashingdon Road Rochford Essex  
Proposal : Side Extension to Roof with Front and Rear Dormers  
Applicant : D Hinton

Application No : 99/00083/FUL      Decision :      **Application Permitted**  
Location : 61 Great Wheatley Road Rayleigh Essex  
Proposal : First Floor Rear Extension  
Applicant : C Insley

# DELEGATED BUILDING REGULATIONS DECISIONS

## APPROVALS

8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 98/347A	58, Oxford Road Rochford	Proposed Extension & Alteration to Rooms in Roof
BR 98/385A	7-8 Fleethall Road, Purdeys Industrial Estate Rochford	Extension to Existing Office
BR 98/433A	41, Hawkwell Chase Hockley	Demolish House and Erect Three Bungalows
BR 98/464A	5, Hillside Road Hockley	Rooms in Roof
BR 98/566A	46, Marylands Avenue Hockley	Two Storey Side Extension
BR 98/577A	Land, South Side of Nore Road Rayleigh	Detached House With Integral Garage
BR 99/02	28, Sunnyfield Gardens Hockley	Single Storey Rear Extension
BR 99/16	23-25, Spa Road, Hockley	Internal Alterations (Change of Use to Fish & Chip Shop/ Restaurant
BR 99/21	10, Queen Annes Grove Hullbridge	Side, Rear & Front Extension Porch Extension
BR 99/26	54, Wier Gardens Rayleigh	Rear Extension & Alterations
BR 99/28	1-9, Ferry Road Hullbridge	Refurbishment of Existing Retail Unit Into Food Supermarket
BR 99/31	27, Bedloes Avenue Rawreth	Underpin Property
BR 99/34	Woodlands, Trinity Wood Road, Hockley	Installation of a Piled Raft to Prevent Further Subsidence
BR 99/36	58, Hawkwell Road Hockley	Erection of One House
BR 99/42	The Crouch, Kingsmans Farm Road Hullbridge	Extension to Side and Balcony to Rear
BR 99/56	Land Adj Gas Holder Station Heron Close Rayleigh	Thirty Six Dwellings

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BR 99/62	67, Abbey Road, Hullbridge	Rear Ground Floor Extension
BN 99/03	11, Sycamore Way Canewdon	Underpinning Works
BN 99/06	Little Firs Rayleigh Downs Road Rayleigh	Single Storey Extension to Form Garage
BN 99/07	1, Creeksea Ferry Road Canewdon	Three Bedroom Detached Bungalow
BN 99/08	6, Rochford Garden Way Rochford	Refurbishment of Utility Room
BN 99/09	23, Keswick Avenue Hullbridge	Cavity Wall Insulation
BN 99/10	6, Oakwood Road Rayleigh	Room in Roofs
BN 99/17	21, Thorington Road Rayleigh	Two Additional Bedrooms within Roof Space
BN 99/18	23, Wellington Road Rayleigh	Cavity Wall Insulation
BN 99/23	10, The Crofts Little Wakering	Ground Floor Rear Extension
BN 99/24	20, Gladstone Road Hockley	Side Extension
BN 99/29	1, Lansdowne Drive Rayleigh	Cavity Wall Insulation
BN 99/30	72, The Approach Rayleigh	Cavity Wall Insulation
BN 99/33	Rosemary Canewdon Road Ashingdon	Underpinning
BN 99/38	77, Clifton Road Rochford	Cavity Wall Insulation

*DEL.*

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8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/39	Oaktree Clements Gardens Hawkwell	Installation of New Cesspool
BN 99/40	26, Station Crescent Rayleigh	Single Storey Extension
BN 99/41	232, Rectory Road Hockley	Rooms in Roof
BN 99/43	15, Central Avenue Rochford	Dormer Window
BN 99/50	4, Broadlands Avenue Rayleigh	Cavity Wall Insulation
BN 99/51	207, Bull Lane Rayleigh	Cavity Wall Insulation
BN 99/52	3, Plowmans Rayleigh	Cavity Wall Insulation
BN 99/53	Lentern Aircraft Main Road Hawkwell	Alterations to Form an Office
BN 99/54	72, Louis Drive Rayleigh	Rear Extension
BN 99/55	251, Rectory Road Hawkwell	Rear Extension
BN 99/64	Hillside New Park Road Hockley	Cavity Wall Insulation
BN 99/65	6, Nevern Close Rayleigh	Cavity Wall Insulation
BN 99/66	9, Mount Avenue Hockley	Cavity Wall Insulation
BN 99/67	53, Leamington Road Hockley	Cavity Wall Insulation
BN 99/68	1, Orchard Avenue Hockley	Cavity Wall Insulation



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8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/69	42, Cedar Drive Hullbridge	Cavity Wall Insulation
BN 99/70	28, Glebe Drive Rayleigh	Single Storey Side Extension
BN 99/71	7, Pudsey Hall Lane Canewdon	Fit New Window Opening to Left Side Elevation
BN 99/74	336, Eastwood Road Rayleigh	Garage Conversion to Dining Room
BN 99/77	21, Ambleside Gardens Hullbridge	Convert Garage to Room
BN 99/78	16, Hambro Hill Rayleigh	Two Storey Side Extension & Garage
BN 99/79	53, Branksome Avenue Hockley	Change Integral Garage into Room
BN 99/80	37, Leslie Road Rayleigh	Change Flat Roof to Pitched Roof
BN 99/82	61, Ashcombe Rochford	Rear Extension
BN 99/85	154, Bull Lane Rayleigh	Single Storey Rear Extension
BN 99/87	74, The Approach Rayleigh	Cavity Wall Insulation
BN 99/89	95, Richmond Drive Rayleigh	Cavity Wall Insulation
BN 99/90	11, Russell Grove Rochford	Cavity Wall Insulation
BN 99/91	5, Mount Avenue Hockley	Cavity Wall Insulation
BN 99/92	3, Highcliff Crescent Ashington	Cavity Wall Insulation



# DELEGATED BUILDING REGULATIONS DECISIONS

## APPROVALS

8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/93	13, Nursery Close Rayleigh	Cavity Wall Insulation
BN 99/100	20, Meadow Road Hullbridge	Extension
BN 99/102	308, Greensward Lane Hockley	Loft Conversion (Dormers Only)
BN 99/106	60, Avondale Road Rayleigh	Cavity Wall Insulation
BN 99/107	29, Hilltop Avenue Hullbridge	Cavity Wall Insulation
BN 99/108	27, York Road Rochford	Cavity Wall Insulation
BN 99/109	21, Mount Crescent Hockley	Cavity Wall Insulation
BN 99/110	1, Hill Lane Hockley	Cavity Wall Insulation
BN 99/113	24, Meesons Mead Rochford	Cavity Wall Insulation
BN 99/120	127, Alexandra Road Great Wakering	Convert Garage to Playroom
BN 99/124	89, Bull Lane Rayleigh	Cavity Wall Insulation
BN 99/125	6, Greenlands Rochford	Cavity Wall Insulation
BN 99/126	21, Parklands Rochford	Cavity Wall Insulation
BN 99/127	8, Greenlands Rochford	Cavity Wall Insulation
BN 99/128	27, Mapledene Avenue Hullbridge	Cavity Wall Insulation

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## APPROVALS

8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/129	7, Larkfield Close Rochford	Cavity Wall Insulation
BN 99/130	Chestnut Lodge Common Road Great Wakering	Cavity Wall Insulation
BN 99/133	The Bungalow 1, Merton Road Hullbridge	Internal Alterations to Form 2 <sup>nd</sup> Bathroom
BN 99/135	2, Maine Crescent Rayleigh	Cavity Wall Insulation
BN 99/136	1, Coventry Close Hullbridge	Single Storey Front Extension
BN 99/139	35, Crown Hill Rayleigh	Cavity Wall Insulation
BN 99/140	64, Holt Farm Way Rochford	Cavity Wall Insulation
BN 99/141	Melford High Street Canewdon	Cavity Wall Insulation
BN 99/142	92, Bull Lane Rayleigh	Cavity Wall Insulation
BN 99/143	182, Warwick Road Rayleigh	Cavity Wall Insulation
BN 99/149	17, Leslie Road Rayleigh	Bathroom Extension
BN 99/152	121, Main Road Hockley	Convert Garage to Annexe
BN 99/158	4, Humber Close Rayleigh	Loft Conversion
BN 99/160	9, Kennedy Close Rayleigh	Front Extension
BN 99/161	15, Twyford Avenue Great Wakering	First Floor Rear Extension

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## APPROVALS

8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BN 99/162	57, Cheapside East Rayleigh	Cavity Wall Insulation
BN 99/166	14, Laburnum Grove Hockley	Lounge Extension
BN 99/167	11, Pudsey Hall Lane Canewdon	New Window to Flank Wall
BN 99/168	94, Leslie Road Rayleigh	Convert Integral Garage into Dining Room
BN 99/170	Apton Hall Apton Hall Lane Canewdon	Underpinning & Superstructure Repairs

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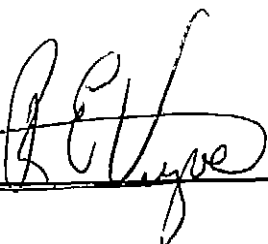


# DELEGATED BUILDING REGULATIONS DECISIONS

## REJECTIONS

8<sup>th</sup> April 1999

<u>Plan Number</u>	<u>Address</u>	<u>Description</u>
BR 98/577	Land at South Side, Nore Road Rayleigh	Detached House with Integral Double Garage

Chairman:  date: 27/5/99